



Acton-Boxborough Regional  
School Committee Meeting

September 19, 2019

7:00 p.m.

in the R.J. Grey Junior High Library  
16 Charter Road, Acton, MA

ACTON-BOXBOROUGH REGIONAL SCHOOL COMMITTEE (ABRSC)  
AGENDA

Library  
R.J. Grey Junior High School

September 19, 2019  
7:00 p.m.

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1. **Call to Order (7:00)**
2. **OPEN MEETING - Welcome! Routine Business**
  - 2.1. **Chairperson's Opening Remarks**
  - 2.2. **Public Participation**
  - 2.3. **High School Student Representatives Update**
  - 2.4. **Superintendent's Update**
3. **GUESTS & PRESENTATIONS (7:15)**
  - 3.1. **District Strategy Update – *Peter Light***
  - 3.2. **All Day Kindergarten Preliminary Presentation and Discussion – *Marie Altieri***
4. **NEW BUSINESS (8:15)**
  - 4.1. **Recommendation to Approve Memorandum of Understanding between ABRSD and Acton Community Access Television, Inc. – VOTE – *Peter Light***
5. **ONGOING BUSINESS (8:30)**
  - 5.1. **Approval of Minutes of Meetings on 9/5/19 and 9/9/19 – VOTE – *Tessa McKinley***
  - 5.2. **FY19 Year End Financial Report – *Dave Verdolino***
  - 5.3. **Capital Plan Bond Update – *Dave Verdolino (addendum)***
  - 5.4. **School Building Committee Update – *Adam Klein***
    - 5.4.1. Current flyer
  - 5.5. **Subcommittee Business**
    - 5.5.1. Debt Strategy – *John Petersen*
    - 5.5.2. Budget – *Diane Baum*
    - 5.5.3. Minuteman Tech – *Angie Tso*
  - 5.6. **School Committee Liaison Reports**
    - 5.6.1. Acton Leadership Group (ALG) – Possible Tri-Board Meeting, Tues, Nov 12
    - 5.6.2. Boxborough Leadership Forum (BLF) – Sept 10 Meeting
  - 5.7. **Statement of Warrants**
6. **FYI (9:15)**
7. **Adjourn (9:20)**

### **For Your Information**

- Coffees with the Superintendent and School Committee Chair – Friday, Oct 11 and Nov 15 at 8:00 a.m. in the Administration Building auditorium
- Acton Nursing Services Flu Clinic (*addendum*)
- FY20 ABRSC Subcommittees and Assignments
- Change to Members of the Board of Advisors of the OPEB Trust Fund
- Acton & Boxborough Special Town Meetings on December 10, 2019

### **Public Participation**

Per policy BEDH, members of the public may speak for up to 2 minutes on items not included on this agenda. Comments regarding items on the agenda should be made during that part of the meeting. Typically, the Committee/Administration will not respond to comments during public participation.

### **Next Meetings:**

ABRSC, October 3, 7:00 pm, location to be determined (packet posted Sept 27)

ABRSC, October 17, 7:00 pm in the Administration Building Auditorium (packet posted Oct 11)

Posted on September 13, 2019 at 5:00 p.m.



**Acton-Boxborough Regional School Committee**  
*Meeting Agenda Item Summary*

<b>MEETING DATE</b>	9-19-19	<b>AGENDA ITEM NUMBER</b>	2.4
<b>AGENDA ITEM TITLE</b>	Superintendent's Update		
<b>PRESENTER(S)</b>	Peter Light		
<b>SUMMARY OF TOPIC</b>	Bi-weekly Superintendent's Update. This is brought to the meeting.		

<b>WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?</b>			
<b>X</b>		No action requested - this is a short update or presentation of information	
		Request input and questions from the School Committee, but no vote required	
		Request formal action with a specific vote:	
		If formal action is requested, is this item being presented:	
			for the first time, with a request that the School Committee vote at a subsequent meeting OR
			with the request that the School Committee take action immediately

***If formal action is requested, include a suggested motion or contact Beth Petr.***

<b>SUGGESTED MOTION</b>	
<b>FOLLOW-UP</b>	
<b>APPROX. TIME FOR THE AGENDA ITEM (MIN.)</b>	5 min.
<b>ATTACHMENTS</b>	Brought to meeting





## Acton-Boxborough Regional School Committee

### Meeting Agenda Item Summary

MEETING DATE	9-19-19	AGENDA ITEM NUMBER	3.1
AGENDA ITEM TITLE	District Strategy Update		
PRESENTER(S)	Peter Light		
SUMMARY OF TOPIC	This presentation will provide an update about progress made in developing the district's strategy for improvement. A First Read of the new Strategy Plan is expected to be at the School Committee meeting on November 4.		

<b><u>WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?</u></b>			
	No action requested - this is a short update or presentation of information		
X	Request input and questions from the School Committee, but no vote required		
	Request formal action with a specific vote:		
	If formal action is requested, is this item being presented:		
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SUGGESTED MOTION	
FOLLOW-UP	
APPROX. TIME FOR THE AGENDA ITEM (MIN.)	30 min
ATTACHMENTS	Presentation Slides

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# District Strategy 2019 - 2023

School Committee Update  
9/19/19

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## Overview of the Process...



# Entry Process & Findings

## 6 Major Themes:

- I. Cultural Diversity
- II. Teaching & Learning
- III. Coherence v. Individualism
- IV. Inclusive Environment
- V. Social-Emotional Needs
- VI. High-Performing Leadership Teams

# Feedback on Findings

## Assistant Principals Feedback

	#	MEAN	MED	MODE
<b>V. Social-emotional needs</b>				
What are the social and emotional skills that all students should develop and how can these skills be integrated systematically within a development framework throughout all grade levels?	5	3	5	5
How could the district ensure that all students develop necessary social emotional skills and more deeply and proactively understand which students need additional early intervention supports in their district?	15 15 15 10	7 14 15 15		
How can the district implement a system of social and emotional supports that provides continuity and coherence for students as they progress through the grades and between schools?	5 10 10	10 10 15 5 10	8 9 10 10	
What steps might the district take to resolve the tension with regard to staffing and support for social emotional learning?	5	2 5 5 5		
<b>Total</b>	0 0 0 25 25 10 0 30 35 5 10	20 15 10 0		

## School Committee Feedback

	#	MEAN	MED	MODE
<b>I. Cultural Diversity</b>				
How can teaching and learning practices as well as our educational programs continue to evolve in ways that recognize and manage tension between the values and priorities of diverse cultures within the community?	10 15 20 3	4 12 12.5		
What strategies might we implement to establish greater connections with students and families that represent us in the various cultures and backgrounds in the community and ensure that these groups voices get heard?	10 3 10 10	4 8 10 10		
What is driving the discrepancies in open enrollment with respect to race and how can the school and district effectively respond to this in order to ensure racial equity within the open enrollment program?	15 10 20 3	4 12 12.5		
Do the district stated Core Values, Vision and Mission fully embrace, reflect and operationalize the value of the diversity in the educational community?	3 50	2 27 26.5		
How can we continue to prioritize anti-bias education for members of our educational community and promote a continued focus on developing respect for human differences as a key outcome for students?	3 5	2 4 4		
How could the district leverage its existing or on stand to support the development of intentional strategic partnerships which increase focus on global citizenship as a student outcome and provide faculty with opportunities to more deeply immerse themselves in and understand cultures that are represented within the A-B community?	10 5 10 10 15 20 10 3 5	8 10 10 10		
<b>Total</b>	25 15 20 10 30 60 10 18 60 20 10	11 24 20 10		

## Senior Leadership Feedback

	#	MEAN	MED	MODE
<b>IV. Inclusive environment</b>				
Should the district consider expanding its definition of equity from ensuring access and opportunity to ensuring equitable outcomes for students?	10	2 10 10 10		
How might the district establish and communicate a clear vision and necessary supports for inclusive practice, and ensure that beliefs around inclusive practice permeate both regular and special education settings?	10 10 20 15 10 15 10 10 10	9 12 10 10		
How might the district evaluate whether the current service delivery model is the most appropriate for providing services and ensuring equitable access to content instruction from highly-qualified, licensed teachers?	10 10 10 10 20 10 15 10 10 10	10 12 10 10		
How might the district increase the consistency of grading and assessment practices, particularly at the secondary level, while simultaneously ensuring high expectations in all course levels and sections?	20 10 5	3 12 10		
<b>Total</b>	10 20 10 10 40 10 10 0 30 25 15 15 0 15 20 30 20	24 16 15 10		

## Primary themes that emerged from feedback

What is driving the discrepancies in open enrollment with respect to race and how can the schools and district effectively respond to this in order to ensure **racial equity (balance)** within the open enrollment program?

In moving forward, how can the district leverage **professional learning and educator supervision and evaluation** in order to **increase instructional coherence and outcomes for all students**?

What strategies might the district utilize to ensure that all students have **equitable outcomes in literacy and mathematics** instruction?

How might the district establish and communicate a **clear vision and necessary supports for inclusive practice**, and ensure that **beliefs around inclusive practice** permeate both regular and special education settings?

How can the district implement a **system of social and emotional supports** that provides **continuity and coherence** for students as they progress through the grades and between schools?

## Secondary themes that emerged from feedback

How can the district work with stakeholders to come to consensus on what an **expanded notion of success** might look like and how this can **be measured** over time?

What might the District do to ensure that there are **effective data collection and analysis systems** in place to support teachers in **using assessment data to inform instruction**?

How might the district evaluate whether the current **service delivery model** is the most appropriate for providing services and **ensuring equitable access to content instruction** from highly-qualified, licensed teachers?

## 4 Major Areas for Focus

1. Engaged Learning
2. Inclusive Practices
3. Social & Emotional Well-being
4. Equitable Opportunities and Outcomes



## Engaged Learning

- a. Expand and define our definition of success
- b. Increase students' behavioral, cognitive, emotional engagement
- c. Increase hands-on learning opportunities at all levels, increased student choice
- d. STEAM Learning
- e. **Educator Growth & Development:**
  - i. Universal Design for Learning
  - ii. Grading practices
  - iii. Student-centered coaching
  - iv. Educator evaluation



## Inclusive Practice

- a. **Student/Adult Relationships**
- b. **Anti-bias education for all stakeholders** (students, educators, community)
- c. **Aligned Service Delivery**
  - i. Co-teaching
- d. **Stakeholder Engagement** (students, educators, families, community)
- e. **Educator Growth & Development:**
  - i. Universal Design for Learning
  - ii. Instructional practices/approaches and materials
  - iii. Student-centered coaching
  - iv. Educator evaluation

## Equitable Opportunities and Outcomes

- a. **Development of Key Opportunity (Equity) Indicators**
- b. **Data systems**
- c. **Literacy and mathematics outcomes**
  - i. Early Literacy Outcomes
- d. **Examining systems:**
  - i. Ex. Open Enrollment, leveling/tracking, human resources, policies/procedures)
- e. **Educator Growth & Development**
  - i. Tier I Instruction (MTSS)
  - ii. Educator evaluation

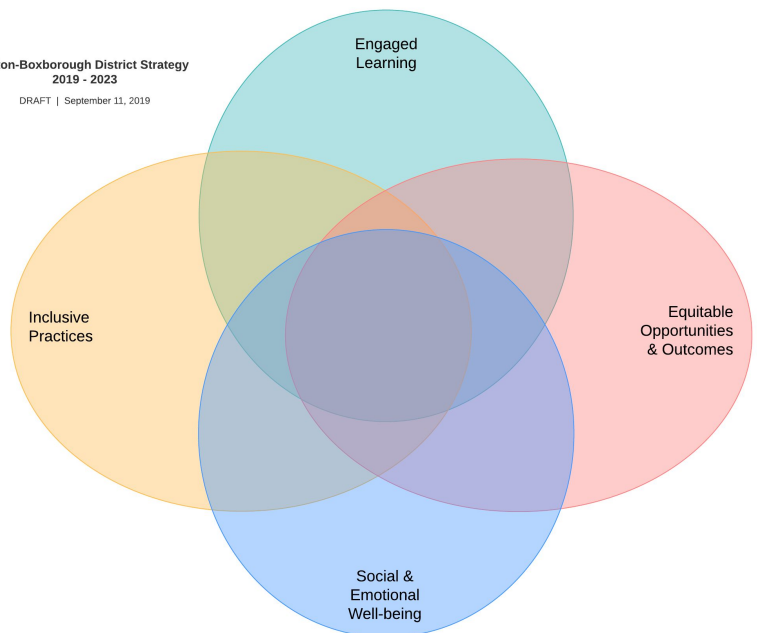
# Social & Emotional Well-being

- a. **School culture & climate**
  - i. Relationships
  - ii. PBIS
- b. **Explicit SEL skills, curricula, and supports PK-12**
- c. **Screening & Assessment**
- d. **Systems of Support**
- e. **Educator Growth & Development:**
  - i. Embedded SEL within instruction
  - ii. Educator evaluation

## A more integrated approach...

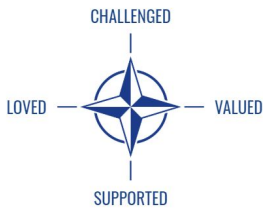
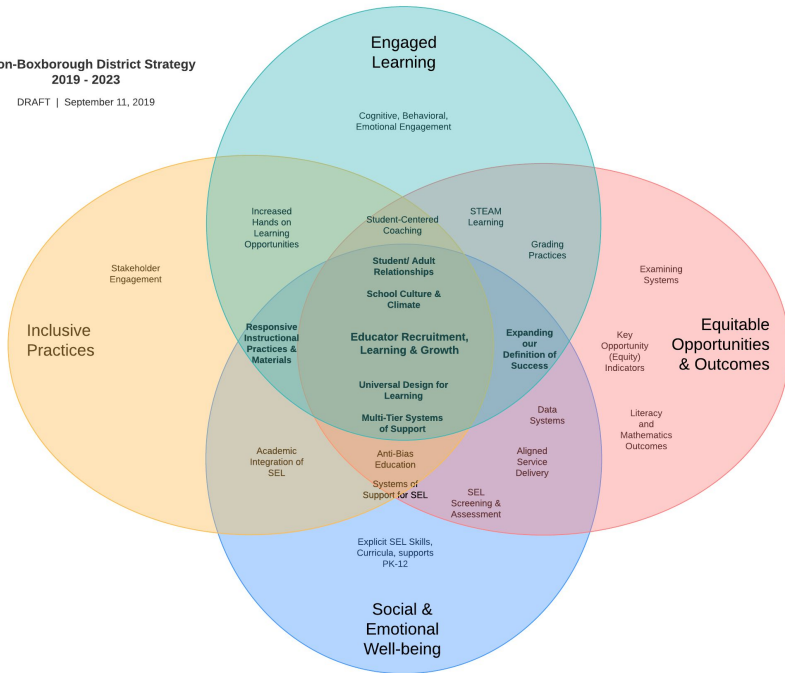
Acton-Boxborough District Strategy  
2019 - 2023  
DRAFT | September 11, 2019

- Strategic Objectives and Initiatives not designed to work in isolation
- Multiple points of intersection across each strategic objective
- Initiatives that support multiple objectives likely to have greatest impact
- More work to be done



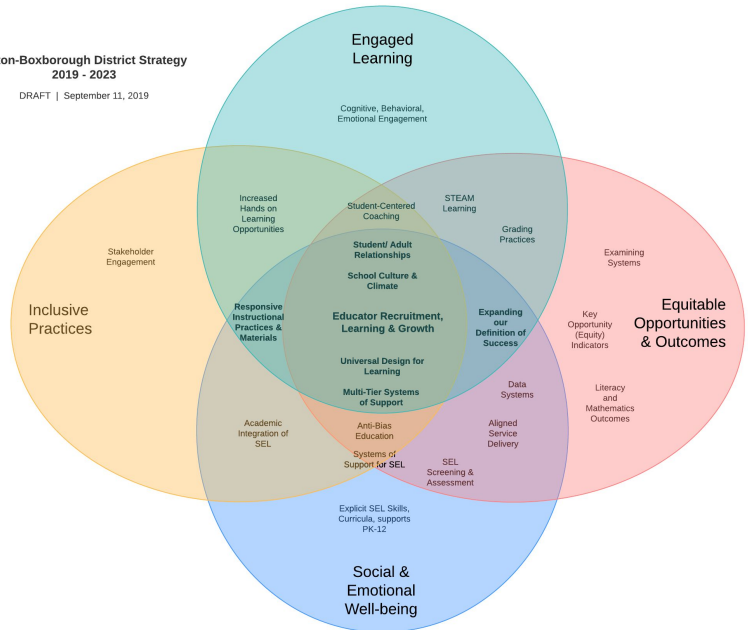
Acton-Boxborough District Strategy  
2019 - 2023

DRAFT | September 11, 2019



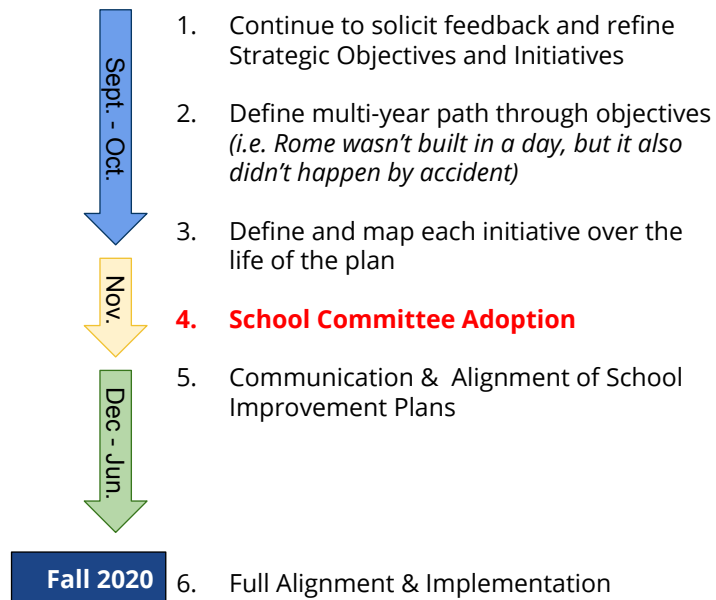
Acton-Boxborough District Strategy  
2019 - 2023

DRAFT | September 11, 2019





## Next Steps...



## Comments and Feedback



# **Acton-Boxborough Regional School Committee** **Meeting Agenda Item Summary**

<b>MEETING DATE</b>	9-19-19	<b>AGENDA ITEM NUMBER</b>	3.2
<b>AGENDA ITEM TITLE</b>	All Day Kindergarten Preliminary Presentation & Discussion		
<b>PRESENTER(S)</b>	Marie Altieri		
<b>SUMMARY OF TOPIC</b>	This is an update on our All Day Kindergarten Program and possible plans for the future.		

<b><u>WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?</u></b>			
	No action requested - this is a short update or presentation of information		
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<b>SUGGESTED MOTION</b>	
<b>FOLLOW-UP</b>	
<b>APPROX. TIME FOR THE AGENDA ITEM (MIN.)</b>	30 min.
<b>ATTACHMENTS</b>	Memo with documentation

*To develop engaged, well-balanced learners through collaborative, caring relationships.*

WELLNESS • EQUITY • ENGAGEMENT



Our **vision** is to provide high-quality educational opportunities that inspire a community of learners

WELLNESS • EQUITY • ENGAGEMENT

Our **mission** is to develop engaged, well-balanced learners through collaborative, caring relationships

## All Day Kindergarten Preliminary Presentation

September 19, 2019

### K-12 Enrollment September 15, 2019

2019-2020	Oct. 1, 2018	Sept. 15, 2019	Year to year change	Choice/ Staff	September Enrollment without choice	Projection (Excludes choice)	Over/Under Projection	% Over/ Under Projection
Elementary	2,706	2,639	-67	35	2,604	2,689	- 85	-3%
Jr. High	923	859	-64	21	838	864	-26	-3%
High School	1,837	1,816	-21	43	1,773	1,799	-26	0.15%
Total	5,466	5,314	-152	99	5,215	5,352	-137	-3%

## Kindergarten Enrollment March 2019

2019-2020	Projection	Total Enrolled March	Total Enrolled September	Over/Under Projection	% Over/ Under Projection
Acton and Boxborough	342	280	302	- 40	-12%
Acton	299	238	254	-45	-15%
Boxborough	43	42	48	+5	+12%
Choice/Staff	4	5	4		
Total	346	285	306	-40	<b>-12%</b>

## Kindergarten Half Day Enrollment

	April Half Day Requests	September Half Day Enrollment	Change
Blanchard	18	16	-2
Conant	10	10	0
Douglas	8	13	+5
Gates	10	10	0
McT	6	10	+4
Merriam	4	7	+3
Totals	56	66	+10

Total Kindergarten Enrollment 306; 240 ADK (78%); 66 Half Day K (22%)

## Cross Town Elementary Enrollment

103 Acton students are attending Blanchard Memorial School

Total Blanchard 473

22% Acton Residents; 78% Boxborough Residents

68 Boxborough Residents are attending school in Acton

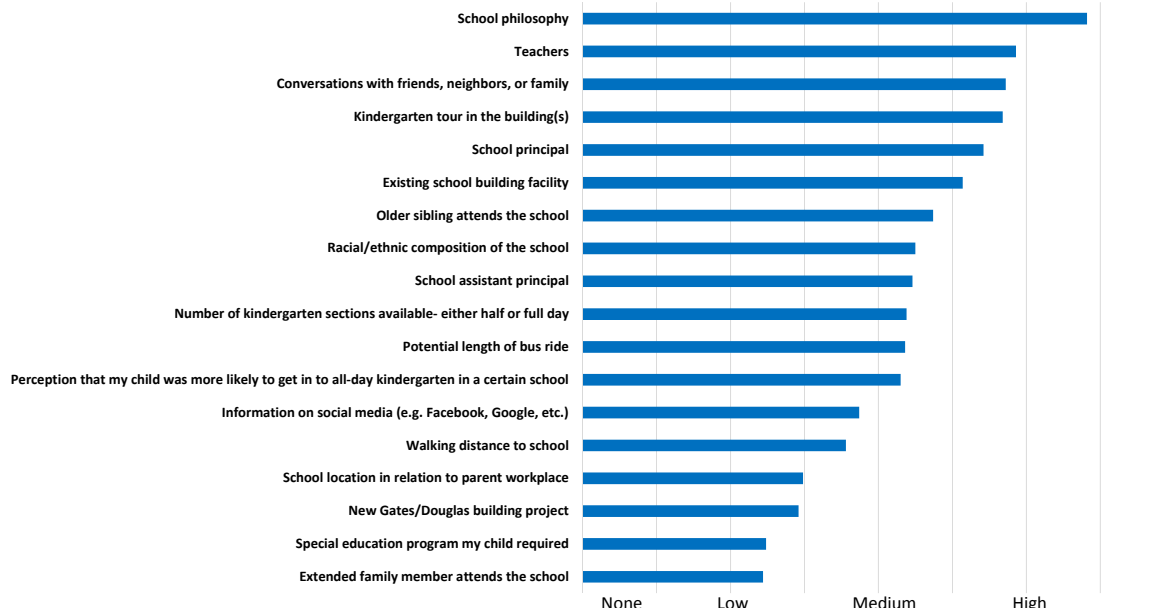
4% of Acton students attend school in Boxborough

16% of Boxborough students attend school in Acton

## Survey

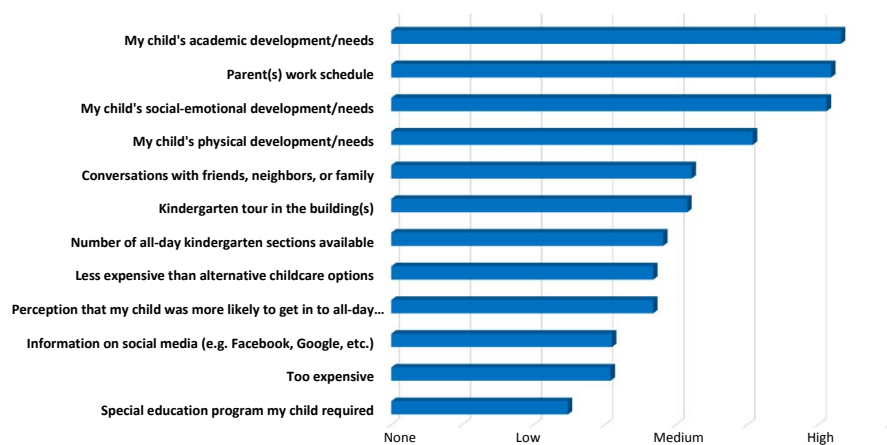
- In the Spring we surveyed parents/guardians of incoming Kindergarten; Kindergarten, and 1<sup>st</sup> Grade
- 289 responses distributed evenly among the three grades (95 each)
- Reasons for selecting schools; reasons for selecting Half Day or All Day K
- Feedback on Kindergarten process

## Reasons for selecting elementary school

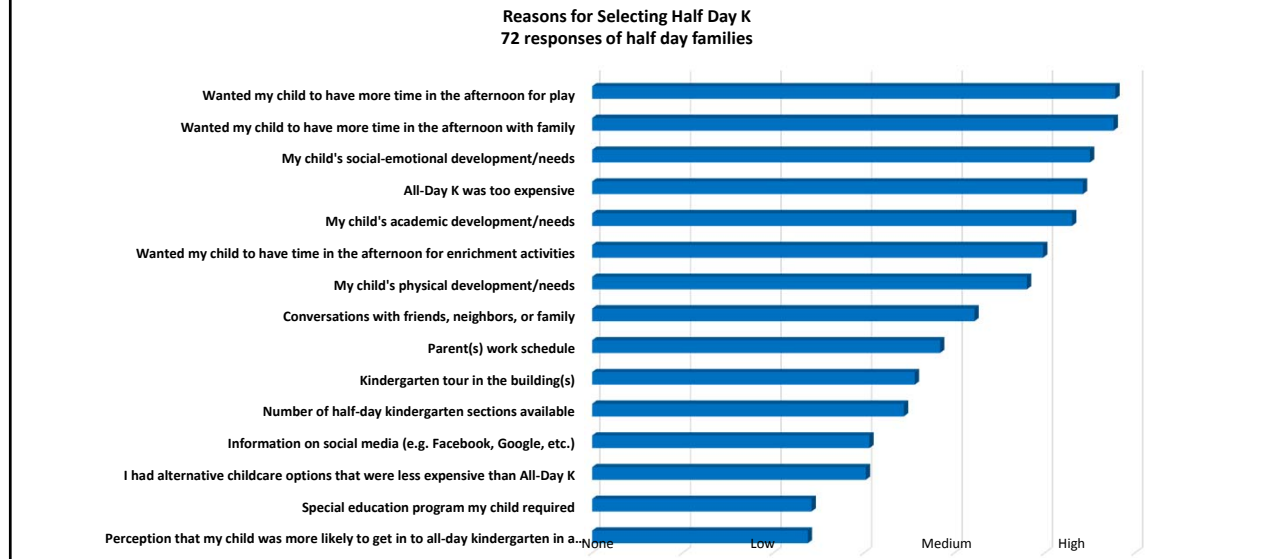


## Rate the degree to which each of the factors below influenced your preference for All-Day Kindergarten

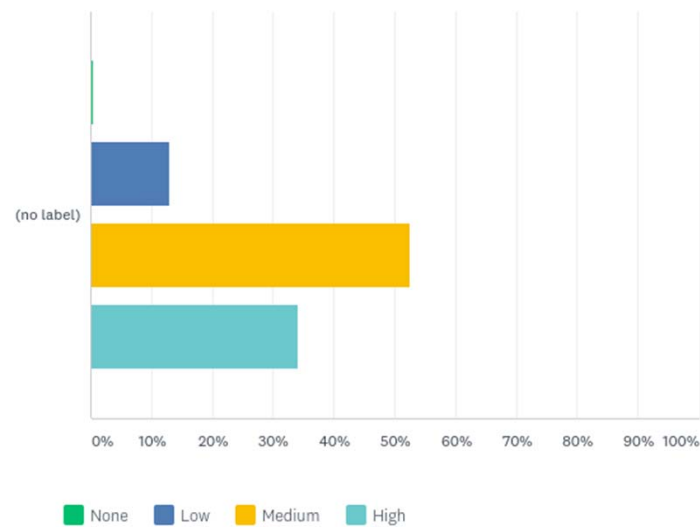
Reasons for selecting All Day K  
206 responses from All Day families



## Rate the degree to which each of the factors below influenced your preference for Half-Day Kindergarten



## To what degree was the entire process (registration, kindergarten info sessions/tours, lottery) clear and easy to understand?



## Acton-Boxborough Kindergartens & Hybrid Ks

- Since 78% of families wanted All Day K, we decided to offer hybrid kindergartens this year.
- All schools have one or more hybrid classroom except for Blanchard. We kept a half day K at Blanchard since they had 18 students who wanted half day.
- Half Day students go home in the middle of the day.
- Even though 78% of our students are in All Day, we are delivering a half day curriculum.

## Benefits and Challenges of Hybrid Ks

Benefits	Challenges
All families who want All Day can be in All Day; families who want half day can be in half day	The full curriculum including specials has to be scheduled in the morning
78% of families want All Day	It can be hard to develop a strong community because some students are not there in the afternoon
Students in All Day will have more time for play, socializing, lunch, etc.	If the number of half day students increases, there can be more Half Day students than All Day

- Recommend developing plan for funding All Day K for all students



## All Day Kindergarten Across Massachusetts

ADK enrollment in Massachusetts 2017-2018 school year

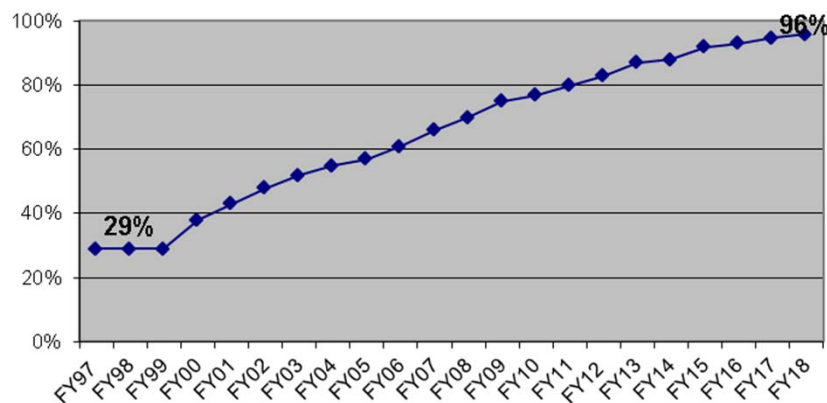
Districts charging tuition for FDK Average tuition:  
\$3,538 Tuition range: \$1,800–\$5,000

ADK districts offering: District-wide ADK	277 (87%)
Partial ADK, not district-wide	38
Half-Day Only	2

Source: Strategies for Children

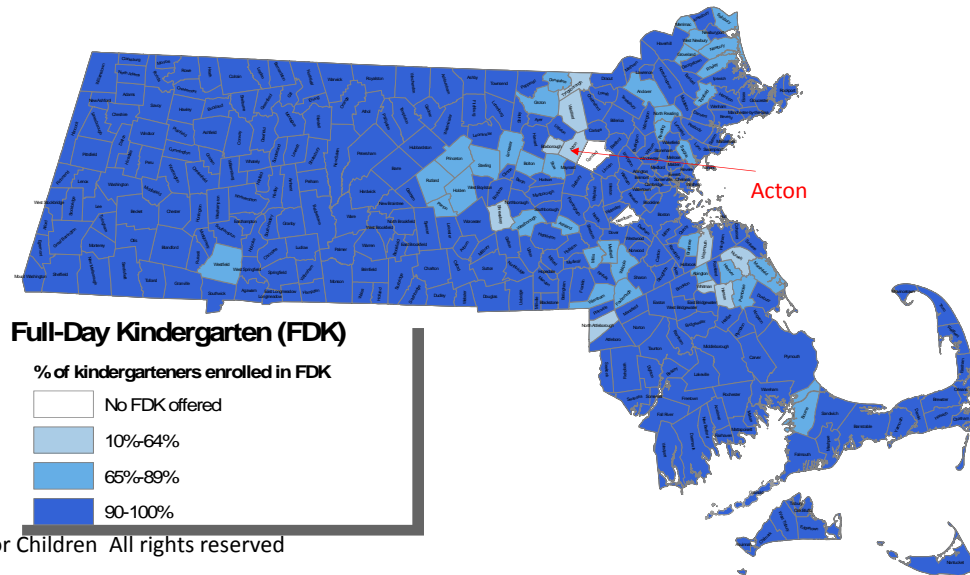
## All-Day K Expansion in Massachusetts

Percent of Mass. Public School Kindergarten Students  
Enrolled in Full-Day Kindergarten

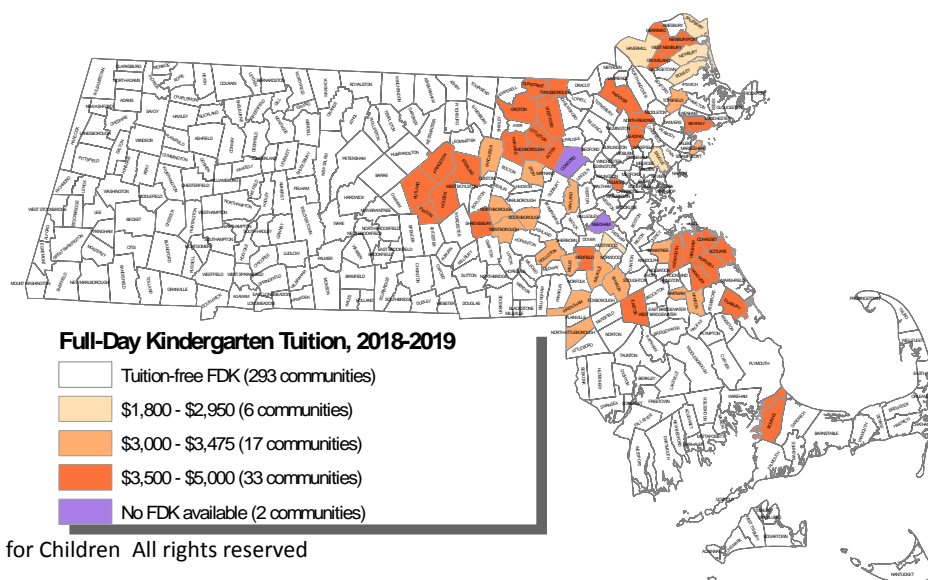


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## School Year 2017-18 Enrollment in All-Day K



## School Year 2018-19 Tuition for All-Day K



## All Day K: Tuition Trends

- 45 districts charge tuition in school year 2018-19 (fiscal year 2019).
- Average tuition is \$3,538, ranges from \$1,800 - \$5,000.
- Since recession recovery, trend towards eliminating tuition.
  - 10 districts eliminated tuition for fiscal year 2019;
  - 10 districts eliminated tuition during fiscal years 2018, 2017.

\$0 tuition in 2017, 2018	\$0 tuition in 2019	\$0 tuition in 2020
Boylston	Abington	Needham
Canton	Ashland	
Dedham	Longmeadow	Possibly Others
East Bridgewater	Marshfield	
Foxborough	Medway	
Hudson	Norton	
Hull	Pembroke	
Lynnfield	Plymouth	
Mansfield	Seekonk	
Milton	Winchester	

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## AB All Day K Budget

All Day K FY20 Budget Estimates With Actual Enrollment and Hybrid K's		
<b>FY19 starting Balance</b>		<b>\$346,157</b>
<b>FY20 Projected Revenue</b>		
	<b>Actual # Students</b>	
Blanchard ( 2 ADK)	35	\$157,500
Conant (3 Hybrid)	44	\$198,000
Douglas (3 Hybrid)	43	\$193,500
Gates 2 Hybrid)	26	\$117,000
McT (3 Hybrid)	45	\$202,500
Merriam (3 Hybrid)	47	\$211,500
<b>Estimated Revenue</b>	<b>240</b>	<b>\$1,080,000</b>
<b>Scholarships</b>	Scholarships/Services Total	
<b>Projected revenue</b>	22 Full and Partial	\$88,020
		<b>\$991,980</b>
<b>Total Projected Expenses</b>		<b>\$1,079,490</b>
<b>FY20 Projected Profit/Loss</b>		<b>-\$87,510</b>
<b>Projected Fund Balance June 2019</b>		<b>\$258,647</b>

## All Day Kindergarten

- Moving to all day is estimated to cost \$1.2 million dollars
- Considering possible phasing in of funding
- Two possible methods: Reduce tuition over 3-4 years and/or supplement with E&D reserves.

## Possible Funding Model 1 – Four year phase in

	Tuition	Reduced Revenue	Additional Expenses	Budget Increase	Use of ADK Fund	Use of E&D
FY20 (Hybrids)	\$4,500					
FY21	\$3,500	\$240,000	\$120,000	\$150,000	\$210,000	
FY22	\$2,500	\$240,000		\$190,000	\$50,000	\$210,000
FY23	\$1,500	\$240,000		\$200,000		\$300,000
FY24	Free	\$360,000		\$200,000		\$460,000
FY25				\$200,000		\$260,000
FY26				\$260,000		
Total E&D						\$1,230,000

## Possible Funding Model 2 – Two year phase in

	Tuition	Reduced Revenue	Increased Expenses	Budget Increase	Use of ADK Fund	Use of E&D
FY20 (Hybrids)	\$4,500					
FY21	\$2,500	\$480,000	\$120,000	\$150,000	\$150,000	\$300,000
FY22	Free	\$600,000		\$200,000	\$110,000	\$740,000
FY23				\$200,000		\$650,000
FY24				\$200,000		\$450,000
FY25				\$200,000		\$250,000
FY26				\$250,000		
Total E&D						\$2,390,000

## Possible Funding Model 3 – Immediate

	Tuition	Reduced Revenue	Increased Expenses	Budget Increase	Use of ADK Fund	Use of E&D
FY20 (Hybrids)	\$4,500					
FY21	Free	\$1,080,000	\$120,000	\$200,000	\$200,000	\$800,000
FY22				\$200,000	\$60,000	\$740,000
FY23				\$200,000		\$600,000
FY24				\$200,000		\$400,000
FY25				\$200,000		\$200,000
FY26				\$200,000		
Total E&D						\$2,740,000

## Possible Funding Model 4

	Tuition	Reduced Revenue	Additional Expenses	Budget Increase	Use of ADK Fund	Use of E&D
FY20 (Hybrids)	\$4,500					
FY21	Free	\$1,080,000	\$120,000	\$200,000	\$200,000	\$800,000
FY22				\$300,000	\$60,000	\$640,000
FY23				\$300,000		\$400,000
FY24				\$300,000		100,000
FY25				100,000		
Total E&D						\$1,940,000

## Why Consider Universal All Day K?

- 78% of parents are requesting All Day K, even with tuition
- Equity – While some families apply for scholarships, many do not. Families who cannot afford All Day K may attend half-day because of the cost. 25% of last year's half-day students were on free lunch.
- Curriculum can be re-developed to make use of the whole day; more instruction; more play; more social-emotional learning
- More opportunity to develop strong classroom community
- 87% of Massachusetts' school districts provide tuition-free All Day K. Acton-Boxborough is one of 39 (or fewer) communities that does not.

## Next Steps

- School Committee Feedback
- Return to School Committee with additional information; research, etc.
- Review budget priorities
- Consider implementation
- School Committee Decision in November

Actual Acton-Boxborough Grade K-6

9/15/2019

3.2

Grade	Blanchard				Total	Conant				Total	Douglas				Total	Gates				Total	McCarthy				Total	Merriam				Total	Total	#Sec	Avg. Size
	ADK	ADK	ADK	AM		ADK	AM	ADK	AM		ADK	AM	ADK	AM		ADK	AM	ADK	AM		ADK	AM											
			35	16			44	10			43	13			26	10			45	10			47	7									
K		16	16	16	51	18	18	18	54	19	18	19	56	18	18	36	19	18	18	55	19	17	18	54	306	17	18.0						
				11					2				1			1				4				1				20					
Gr. 1	20	20	20	19	80	19	21	20	60	21	21	42	21	21	42	21	21	20	62	20	20	21	61	347	17	20.4							
				22					2				0			2				4				1				31					
Gr. 2	21	21	22	23	87	22	22	21	65	22	22	44	21	21	42	21	21	20	19	81	21	20	21	62	381	17	22.4						
				15					4				0			1				1				0				21					
Gr. 3		22	23	24	70	20	23	22	65	22	22	45	20	22	23	65	22	24	21	67	22	22	22	66	378	17	22.2						
				23					2				1			1				2				1				30					
Gr. 4		22	21	23	66	24	24	48	21	24	23	68	24	23	23	70	23	24	22	69	23	23	24	70	391	17	23.0						
				4					0				1			5				4				1				15					
Gr. 5		22	21	22	65	23	23	46	23	22	24	69	23	24	24	71	23	23	23	21	90	23	24	24	71	412	18	22.9					
				16					1				5			1				7				1				31					
Gr. 6		18	18	18	54	23	24	25	72	23	23	23	70	23	22	45	22	21	24	24	91	23	21	25	23	92	424	19	22.3				
				12					3				0			0				4				4				23					
				103					14				8			11				26				9				171					
Total	23	20.6			473	19	21.6		410	18	21.9		394	17	21.8		371	24	21.5		515	22	21.6		476	2639	122	21.6					

103 Acton residents attend school in Boxborough

68 Boxborough residents attend school in Acton



ACTON-BOXBOROUGH REGIONAL SCHOOLS

2019-2020

	Sept. 1				Oct. 1				Nov. 1				Dec. 1				Jan. 1				Feb. 1			
Levels	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
Pre-school	88	28	3	119																				
Preschool Total	88	28	3	119	0	0	0	0																
K	254	48	4	306																				
1	274	67	6	347																				
2	302	77	2	381																				
3	320	53	5	378																				
4	312	73	6	391																				
5	343	63	6	412																				
6	366	52	6	424																				
Elem Sub Total	2171	433	35	2639	0	0	0	0																
OOD Pre k-6	10	2	0	12																				
Elem. Total	2181	435	35	2651																				
7	351	53	8	412																				
8	365	69	13	447																				
J.H.S. Total	716	122	21	859																				
9	391	73	7	471																				
10	389	68	3	460																				
11	355	71	3	429																				
12	370	72	8	450																				
13	4	1	1	6																				
P.G.	0	0	0	0																				
H.S. Total	1509	285	22	1816																				
Secondary Total	2225	407	43	2675																				
OOD 7-13	66	15	0	81																				
Reg. Total	2291	422	43	2756																				
Preschool Total	88	28	3	119																				
Elem Total	2181	435	35	2651																				
Secondary Total	2291	422	43	2756																				
Grand Total	4560	885	81	5526																				

A = ACTON Pre-School In D. = In District Distribution:  
 B = BOXBOROUGH P.G. = Post Graduates  
 C = Choice/Staff/Tuitic Ungr. = Ungraded

P. Light  
 M. Altieri  
 D. Bookis  
 D. Bentley  
 D. Verdolino  
 A. Bisewicz  
 K. Nelson  
 J. Nichols/J. LaShombe  
 S. Cunningham


All Principals (2)

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

	April Half Day Requests	September Half Day Enrollment
Blanchard	18	16
Conant	10	10
Douglas	8	13
Gates	10	10
McT	6	10
Merriam	4	7
	56	66

# 2019 Kindergarten Parent Survey

Tuesday, September 10, 2019

Powered by  SurveyMonkey

## 289

Total Responses

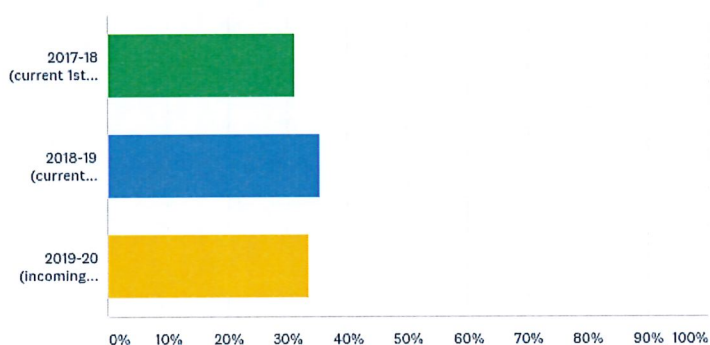
Date Created: Thursday, March 14, 2019

Complete Responses: 272

Powered by  SurveyMonkey

### Q1: Please indicate the school year your child began (or will begin) kindergarten.

Answered: 289 Skipped: 0



Powered by SurveyMonkey

### Q1: Please indicate the school year your child began (or will begin) kindergarten.

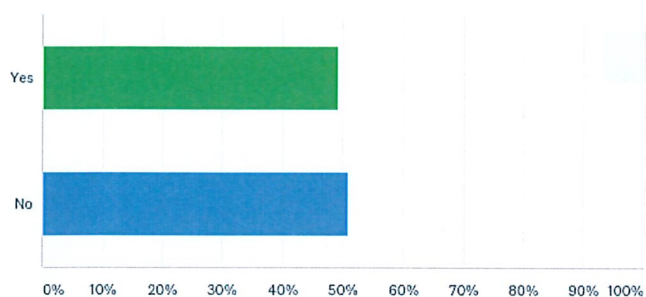
Answered: 289 Skipped: 0

ANSWER CHOICES	RESPONSES	
2017-18 (current 1st grader)	31.14%	90
2018-19 (current kindergarten student)	35.29%	102
2019-20 (incoming kindergarten student)	33.56%	97
Total Respondents: 289		

Powered by SurveyMonkey

**Q2: Does your K student have older siblings that attend or have attended the same elementary school?**

Answered: 289 Skipped: 0

Powered by  SurveyMonkey**Q2: Does your K student have older siblings that attend or have attended the same elementary school?**

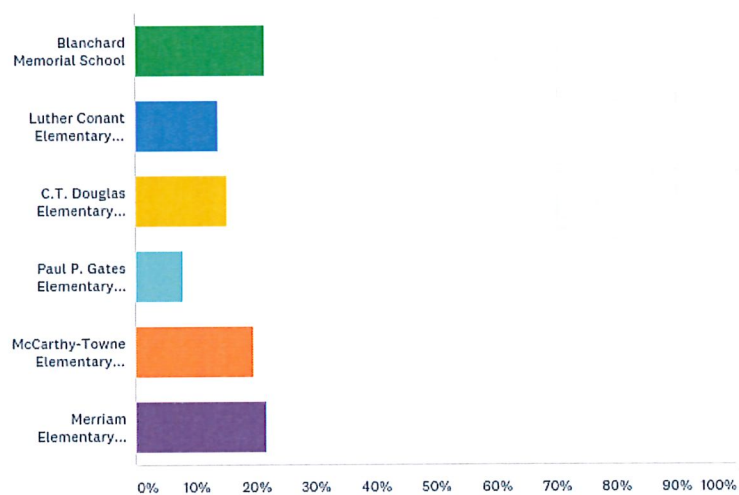
Answered: 289 Skipped: 0

ANSWER CHOICES	RESPONSES	
Yes	49.13%	142
No	50.87%	147
Total Respondents: 289		

Powered by  SurveyMonkey

### Q3: Please indicate the school where your child is enrolled.

Answered: 289 Skipped: 0



Powered by SurveyMonkey

### Q3: Please indicate the school where your child is enrolled.

Answered: 289 Skipped: 0

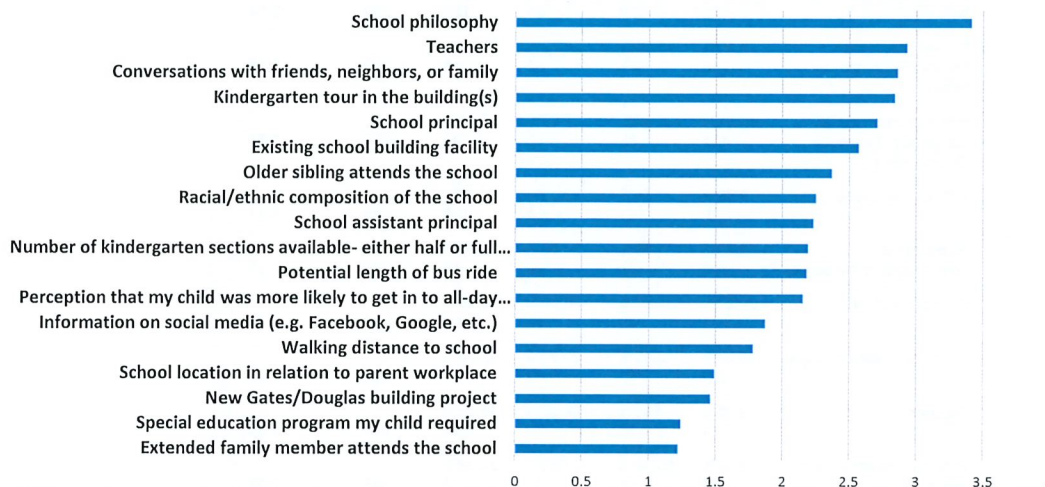
ANSWER CHOICES	RESPONSES	
Blanchard Memorial School	21.45%	62
Luther Conant Elementary School	13.84%	40
C.T. Douglas Elementary School	15.22%	44
Paul P. Gates Elementary School	7.96%	23
McCarthy-Towne Elementary School	19.72%	57
Merriam Elementary School	21.80%	63
Total Respondents: 289		

Powered by SurveyMonkey



**Q4: Rate the degree to which the factors below influenced your elementary school rankings when you first selected your child's school.**

#### Reasons for Selecting Elementary School



Powered by SurveyMonkey

**Q4: Rate the degree to which the factors below influenced your elementary school rankings when you first selected your child's school.**

	NONE	LOW	MEDIUM	HIGH	TOTAL	WEIGHTED AVERAGE
Walking distance to school	60.55% 175	14.53% 42	11.42% 33	13.49% 39	289	1.78
Potential length of bus ride	38.41% 111	21.45% 62	24.22% 70	15.92% 46	289	2.18
Older sibling attends the school	52.94% 153	1.73% 5	0.35% 1	44.98% 130	289	2.37
Perception that my child was more likely to get in to all-day kindergarten in a certain school	47.75% 138	11.76% 34	17.99% 52	22.49% 65	289	2.15
Number of kindergarten sections available- either half or full day	41.52% 120	17.30% 50	21.80% 63	19.38% 56	289	2.19
Extended family member attends the school	89.27% 258	4.15% 12	1.73% 5	4.84% 14	289	1.22
School location in relation to parent workplace	73.36% 212	12.11% 35	6.92% 20	7.61% 22	289	1.49
New Gates/Douglas building project	72.32% 209	13.84% 40	9.69% 28	4.15% 12	289	1.46
Special education program my child required	87.54% 253	5.19% 15	2.77% 8	4.50% 13	289	1.24

Powered by SurveyMonkey

**Q5: (Continued) Rate the degree to which each of the factors below influenced your elementary school rankings when you first selected your child's school.**

	NONE	LOW	MEDIUM	HIGH	TOTAL	WEIGHTED AVERAGE
Kindergarten tour in the building(s)	24.91% 72	10.03% 29	21.11% 61	43.94% 127	289	2.84
Conversations with friends, neighbors, or family	17.30% 50	16.61% 48	28.72% 83	37.37% 108	289	2.86
Information on social media (e.g. Facebook, Google, etc.)	46.02% 133	28.37% 82	17.99% 52	7.61% 22	289	1.87
School philosophy	9.69% 28	3.81% 11	22.15% 64	64.36% 186	289	3.41
Racial/ethnic composition of the school	34.60% 100	21.80% 63	27.68% 80	15.92% 46	289	2.25
School principal	24.57% 71	15.57% 45	23.88% 69	35.99% 104	289	2.71
School assistant principal	35.64% 103	23.18% 67	23.53% 68	17.65% 51	289	2.23
Teachers	22.15% 64	8.30% 24	24.22% 70	45.33% 131	289	2.93
Existing school building facility	23.53% 68	20.42% 59	31.83% 92	24.22% 70	289	2.57

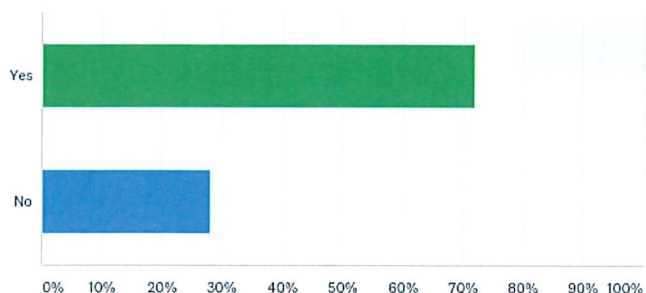
Powered by  SurveyMonkey

Powered by  SurveyMonkey



### Q7: Did you attend the districtwide kindergarten information night?

Answered: 289 Skipped: 0



Powered by SurveyMonkey

### Q7: Did you attend the districtwide kindergarten information night?

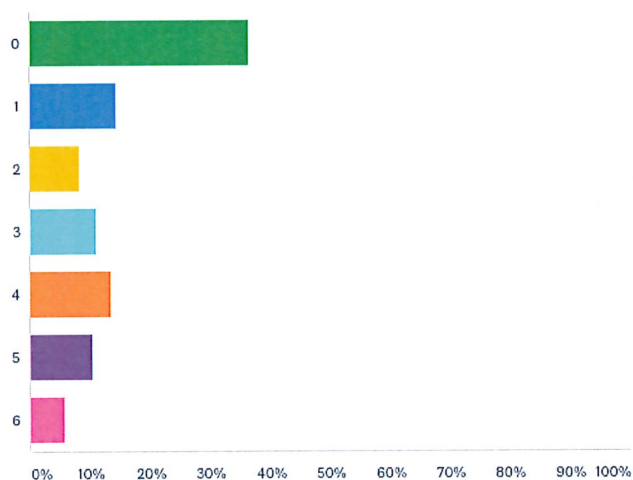
Answered: 289 Skipped: 0

ANSWER CHOICES	RESPONSES	
Yes	71.97%	208
No	28.03%	81
TOTAL		289

Powered by SurveyMonkey

### Q8: I attended the following number of scheduled daytime kindergarten tours:

Answered: 289 Skipped: 0



Powered by SurveyMonkey

### Q8: I attended the following number of scheduled daytime kindergarten tours:

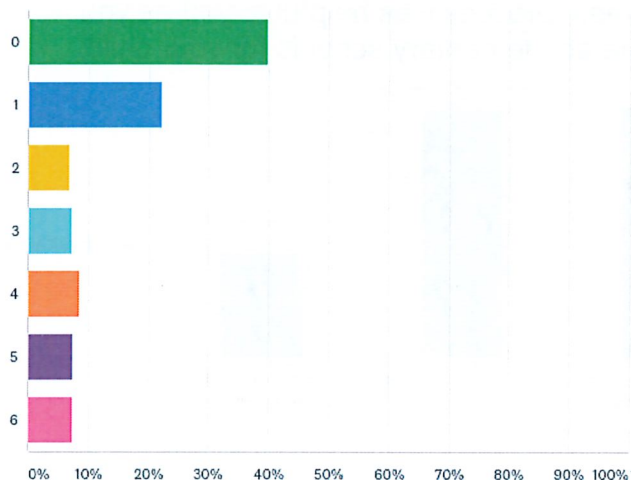
Answered: 289 Skipped: 0

ANSWER CHOICES	RESPONSES	
0	36.33%	105
1	14.53%	42
2	8.30%	24
3	11.07%	32
4	13.49%	39
5	10.38%	30
6	5.88%	17
TOTAL		289

Powered by SurveyMonkey

### Q9: I attended the following number of evening kindergarten presentations:

Answered: 289 Skipped: 0



Powered by SurveyMonkey

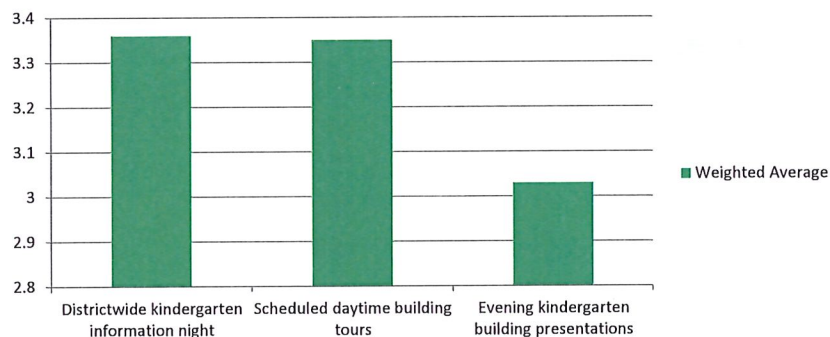
### Q9: I attended the following number of evening kindergarten presentations:

Answered: 289 Skipped: 0

ANSWER CHOICES	RESPONSES	
0	39.79%	115
1	22.15%	64
2	6.92%	20
3	7.27%	21
4	8.65%	25
5	7.61%	22
6	7.61%	22
TOTAL		289

Powered by SurveyMonkey

Rate the degree to which each of the following aspects of the district's current kindergarten enrollment process was helpful to you as you considered elementary schools for your child:



Powered by SurveyMonkey

**Q16. Rate the degree to which each of the following aspects of the district's current kindergarten enrollment process was helpful to you as you considered elementary schools for your child:**

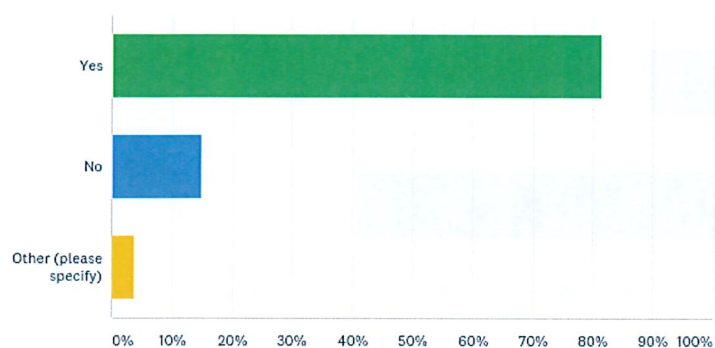
Answered: 289 Skipped: 0

	N/A- DID NOT ATTEND.	NONE	LOW	MEDIUM	HIGH	TOTAL	WEIGHTED AVERAGE
Districtwide kindergarten information night	23.34% 67	2.09% 6	18.47% 53	27.53% 79	28.57% 82	287	3.36
Scheduled daytime building tours	32.75% 94	1.39% 4	4.88% 14	20.21% 58	40.77% 117	287	3.35
Evening kindergarten building presentations	37.63% 108	2.44% 7	8.01% 23	23.00% 66	28.92% 83	287	3.03

Powered by SurveyMonkey

**Q11: When you initially selected elementary schools, did you receive your first choice elementary school?**

Answered: 289 Skipped: 0



Powered by SurveyMonkey

**Q11: When you initially selected elementary schools, did you receive your first choice elementary school?**

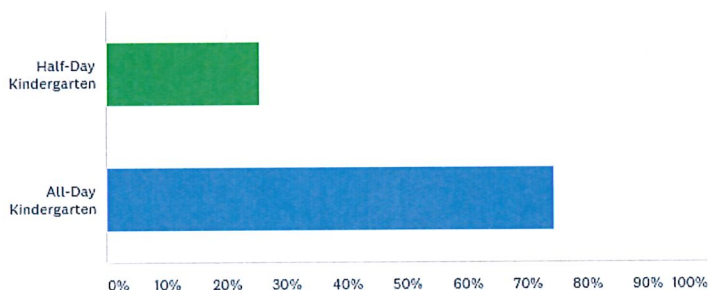
Answered: 289 Skipped: 0

ANSWER CHOICES	RESPONSES	
Yes	81.31%	235
No	14.88%	43
Other (please specify)	3.81%	11
Total Respondents: 289		

Powered by SurveyMonkey

**Q12: Which of the following was your first choice for type of kindergarten day?**

Answered: 289 Skipped: 0

Powered by  SurveyMonkey**Q12: Which of the following was your first choice for type of kindergarten day?**

Answered: 289 Skipped: 0

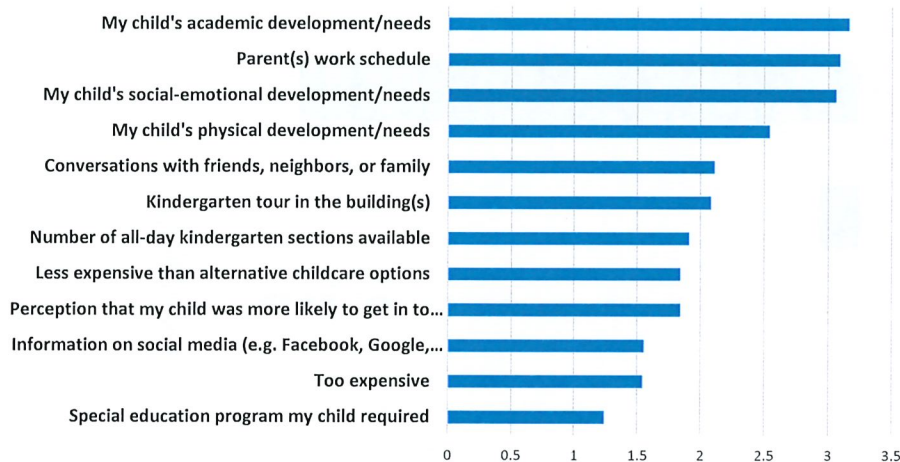
ANSWER CHOICES	RESPONSES	
Half-Day Kindergarten	25.61%	74
All-Day Kindergarten	74.39%	215
Total Respondents: 289		

Powered by  SurveyMonkey



**Q13: Rate the degree to which each of the factors below influenced your preference for All-Day Kindergarten.**

Factors that influenced preference for All Day K

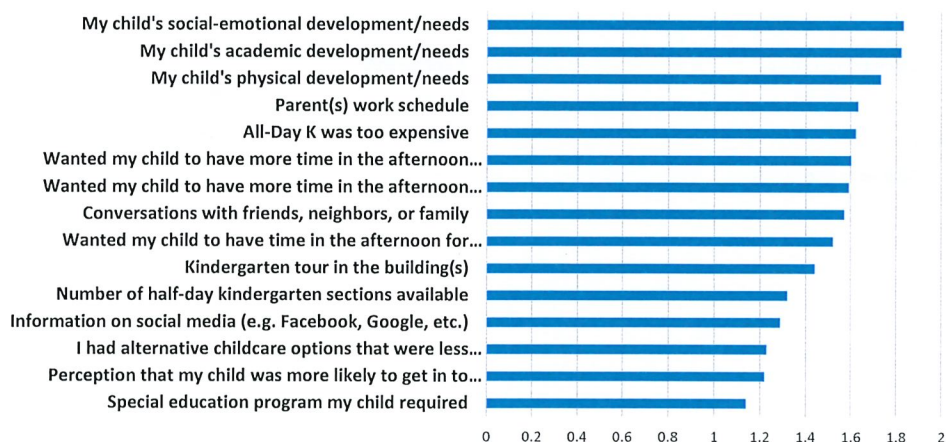


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**Q14: Rate the degree to which each of the factors below influenced your preference for Half-Day Kindergarten.**

Answered: 273 Skipped: 16

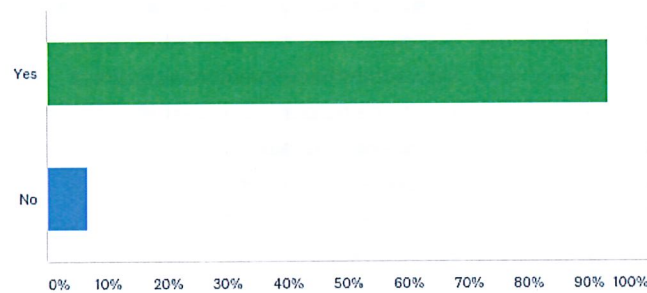
Factors that influenced your choice for Half Day K



Powered by SurveyMonkey

**Q15: Did you receive your preference (half day or all day K)?**

Answered: 272 Skipped: 17



Powered by SurveyMonkey

**Q15: Did you receive your preference (half day or all day K)?**

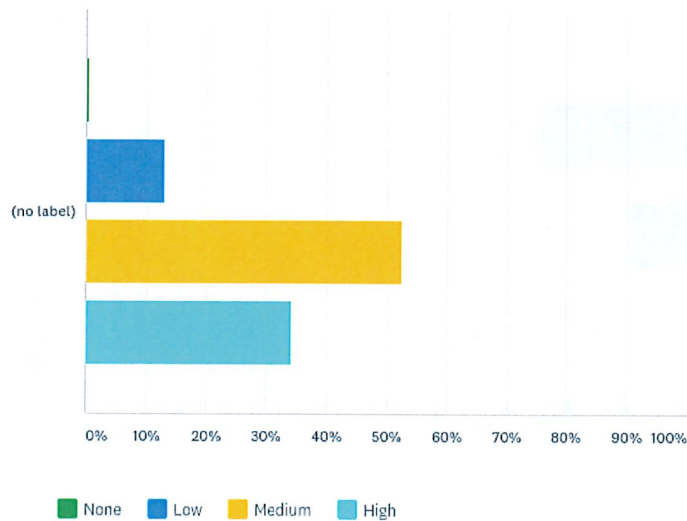
Answered: 272 Skipped: 17

ANSWER CHOICES	RESPONSES	
Yes	93.38%	254
No	6.62%	18
Total Respondents: 272		

Powered by SurveyMonkey



**Q16: To what degree was the entire process (registration, kindergarten info sessions/tours, lottery) clear and easy to understand?**



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**Q16: To what degree was the entire process (registration, kindergarten info sessions/tours, lottery) clear and easy to understand?**

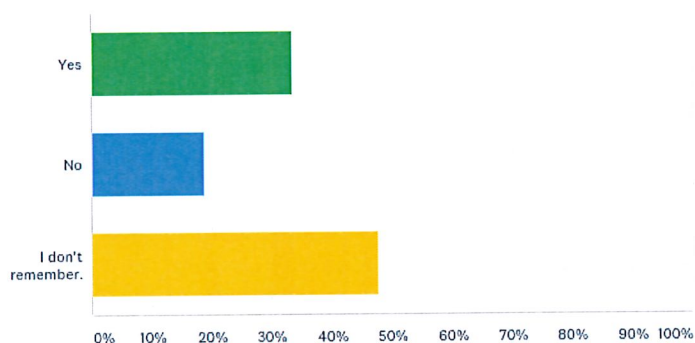
Answered: 272 Skipped: 17

	NONE	LOW	MEDIUM	HIGH	TOTAL	WEIGHTED AVERAGE
(no label)	0.37%	12.87%	52.57%	34.19%		
	1	35	143	93	272	2.21

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**Q17: Was it clear during the process that scholarships were available for all-day kindergarten for children who are eligible for free/reduced lunch?**

Answered: 272 Skipped: 17



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**Q17: Was it clear during the process that scholarships were available for all-day kindergarten for children who are eligible for free/reduced lunch?**

Answered: 272 Skipped: 17

ANSWER CHOICES	RESPONSES	
Yes	33.46%	91
No	18.75%	51
I don't remember.	47.79%	130
Total Respondents: 272		

Powered by SurveyMonkey

All Day K FY20 Budget Estimates With Actual Enrollment and Hybrid K's		
<b>FY19 starting Balance</b>		<b>\$346,157</b>
<b>FY20 Projected Revenue</b>		
	<b>Actual # Students</b>	
Blanchard ( 2 ADK)	35	\$157,500
Conant (3 Hybrid)	44	\$198,000
Douglas (3 Hybrid)	43	\$193,500
Gates 2 Hybrid)	26	\$117,000
McT (3 Hybrid)	45	\$202,500
Merriam (3 Hybrid)	47	\$211,500
<b>EstimatedRevenue</b>	<b>240</b>	<b>\$1,080,000</b>
	Scholarships/Service	Total
Scholarship5 full scholarships)	\$22,500	
Scholarship 5 partial scholarships)	\$11,520	
12 Student Required Services	\$54,000	\$88,020
<b>Projected revenue</b>		<b>\$991,980</b>
<b>FY20 Projected Expenses</b>		
Head Teachers	\$587,835	
Assistants	\$359,388	
<b>Total Salaries</b>		<b>\$947,223</b>
Supplies 16 @ \$2300 1@\$600		\$28,900
Admin Costs		\$40,546
Health costs		\$52,821
Software		\$10,000
<b>Total Projected Expenses</b>		<b>\$1,079,490</b>
<b>FY20 Projected Profit/Loss</b>		<b>-\$87,510</b>
<b>Projected Fund Balance June 2019</b>		<b>\$258,647</b>



# Acton-Boxborough Regional School Committee

## Meeting Agenda Item Summary

<b>MEETING DATE</b>	9-19-19	<b>AGENDA ITEM NUMBER</b>	4.1
<b>AGENDA ITEM TITLE</b>	Approval of Memorandum of Understanding between ABRSD and Acton Community Access Television, Inc.		
<b>PRESENTER(S)</b>	Peter Light		
<b>SUMMARY OF TOPIC</b>	Review and approval of a Memorandum of Understanding (MOU) covering the new equipment and relocation of ABRSC meetings from the JH Library to the renovated Administration Building Auditorium in October. Acton TV generously agreed to fund necessary broadcast technology and it is appropriate to update the MOU at this time.		

<b>WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?</b>			
		No action requested - this is a short update or presentation of information	
		Request input and questions from the School Committee, but no vote required	
<b>X</b>		Request formal action with a specific vote:	
		If formal action is requested, is this item being presented:	
		<input type="checkbox"/>	for the first time, with a request that the School Committee vote at a subsequent meeting OR
		<b>X</b>	with the request that the School Committee take action immediately

***If formal action is requested, include a suggested motion or contact Beth Petr.***

<b>SUGGESTED MOTION</b>	"Move to approve the Memorandum of Understanding between ABRSD and Acton TV as proposed and authorize the ABRSC Chairperson to sign the document."
<b>FOLLOW-UP</b>	
<b>APPROX. TIME FOR THE AGENDA ITEM (MIN.)</b>	15 min.
<b>ATTACHMENTS</b>	Proposed Memorandum of Understanding (approved by counsel)

*To develop engaged, well-balanced learners through collaborative, caring relationships.*

WELLNESS • EQUITY • ENGAGEMENT

**Memorandum of Understanding  
by and between  
Acton Boxborough Regional School District  
and  
Acton Community Access Television, Inc.**

This Memorandum of Understanding (“MOU”) is made and entered into as of \_\_\_\_\_ (“Effective Date”) by and between the Acton Boxborough Regional School District (“ABRSD”) and Acton Community Access Television, Inc. (“ActonTV”).

**Purpose**

This MOU formalizes the understanding between the parties and facilitates a clear understanding of the roles, duties, and responsibilities of the parties in the provision, storage, use and maintenance of the equipment listed under Exhibit A attached hereto (“Equipment”) to be located at 15 Charter Rd. Acton, MA (“Location”) and to memorialize the commitment between the parties to provide broadcasting capabilities of the ABRSD school committee meetings. This agreement is entered into pursuant to the Laws of the Commonwealth of Massachusetts.

This MOU aims to address the following aspects of the understanding between the parties:

- Provision, storage, maintenance, access and ownership of Equipment;
- Broadcasting of ABRSD school committee meetings, and
- Use and liabilities in connection with the Equipment and meetings.

**1. Provision, Storage, Maintenance and Ownership**

- a. ABRSD shall provide a designated, enclosed and secure space at the Location where all Equipment shall be installed and stored by ActonTV (“Space”).
- b. ActonTV shall from time to time provide and deliver to the Location various Equipment it deems necessary to broadcast the ABRSD school committee meetings. ABRSD shall coordinate ActonTV access to the Location and the Space as required by ActonTV from time to time to make deliveries and installation of the Equipment.
- c. ActonTV shall have sole and exclusive access to the Space. ABRSD, nor any of its employees, agents or other third parties shall have access to the Space, except in the event of emergency, in which case only ABRSD designated representative may access the Space.
- d. All costs of delivery and installation and maintenance of Equipment into the Space shall be paid by ActonTV.

- e. ActonTV shall be the sole owner of all Equipment and any other items stored within the Space from time to time.
- f. ABRSD shall provide ActonTV with reasonable access to the Equipment and the Space during ActonTV regular hours of operation.

**2. Broadcasting of ABRSD school committee meetings.** ActonTV agrees to broadcast all ABRSD school committee meetings that take place at the Location, and other meetings at the Location as may be requested by ABRSD from time to time, so long as ActonTV has at least seven (7) days prior written notice of such meeting(s). ABRSD hereby assigns all rights associated with the content recorded by ActonTV in connection with this MOU and the perpetual an inalienable right to re-broadcast and or reproduce in any form such content on any media platform it deems appropriate in its sole discretion.

**3. Indemnification; Subrogation.** Except as may be caused by the negligent act of ActonTV, ABRSD hereby indemnifies and holds ActonTV, and its directors, officers and employees, harmless, from any and all damages and costs, including but not limited to any third party claims, demands, suits or actions, resulting from, arising out of or relating to the Equipment or the Space or the use thereof. Each of the parties hereby releases the other party from all liability for damage due to any act or neglect of the other party occasioned to property owned by said parties which is or might be incident to or the result of a fire or other casualty against loss for which either of the parties is now carrying or hereafter may carry insurance; provided, however, that the releases herein contained shall not apply to any loss or damage occasioned by intentional acts of either of the parties, and the parties further covenant that any insurance they obtain on their respective properties shall contain an appropriate provision whereby the insurance company, or companies, consent to the mutual release of liability contained in this paragraph.

**4. Term.** This agreement will remain in full force and effect from the Effective Date until August 1, 2024. Termination of this MOU shall not impair or limit any additional rights or remedies that parties may have at law or in equity.

**5. General.**

- a. Notices. Any and all notices or other communications required or permitted by this MOU shall be given to the other party as may be designated by each party in writing from time to time. The initial party designated contacts are as follows:

**ABRSD:** Peter Light  
ABRSD Superintendent of Schools  
15 Charter Road  
Acton, MA 01720

**ActonTV:** Marc Duci  
ActonTV, Executive Director  
16A Craig Rd.  
Acton, MA 01720

- b. Independent Contractor. ActonTV is and shall remain an independent contractor with respect to all performance rendered pursuant to this MOU. The provisions hereof are not intended to create any partnership, joint venture, agency, or employment relationship between the parties or between a party and the employees, agents, or independent contractors of the other party.
- c. Force Majeure. Neither party shall be held responsible for any delay or failure in performance under this MOU to the extent that such delay or failure is caused by events beyond its control.
- d. Waiver. No course of dealing or failing of either party to strictly enforce any term, right or condition of this MOU in any instance shall be constructed as a general waiver or relinquishment of such term, right, or condition.
- e. Warranties. ActonTV provides ABRSD no warranties and/or conditions, expressed or implied, oral or written, contractual or statutory, including but not limited to any implied warranties of merchantability or fitness for a particular purpose to the extent applicable.
- f. Counterparts. This MOU may be executed in two or more counterparts in electronic form each of which shall be considered an original, but which together shall constitute one and the same agreement.
- g. No Third Party Rights. No provision of this MOU shall be deemed or construed in any way to result in the creation of any rights or obligation in any person not a party or not affiliated with a party to this MOU.
- h. Authority. The undersigned individuals represent and warrant that they are expressly and duly authorized by their respective entities or agencies to execute this MOU and to legally bind their respective entities or agencies as set forth in this MOU.

IN WITNESS WHEREOF, the parties hereto have executed this MOU as of the Effective Date.

**ACTON BOXBOROUGH REGIONAL SCHOOL DISTRICT**

By: \_\_\_\_\_

Name, Title: Tessa McKinley, Chairperson, Acton-Boxborough Regional School Committee

By: \_\_\_\_\_

Name, Title: Peter Light, Superintendent of Schools, ABRSD

**ACTON COMMUNITY ACCESS TELEVISION, INC.**

By: \_\_\_\_\_

Name, Title: \_\_\_\_\_



## **EXHIBIT A**

**Equipment – See Attached**

# ACCESS A/V

AUDIO • VIDEO • LIGHTING • MOBILE VANS



SALES & INSTALLATIONS

8 Integra Drive • Concord, NH 03301  
p- 603 224 2300 • f- 603 224 2308  
www.accessavnh.com

Quoted to: **Marc Duci**  
Phone: **978-263-6033**  
Customer: **Acton TV**  
City, State: **Acton, MA**

Quoted by: **Brad Jett**  
Date: **9/3/2019**  
Quote #: **BCJ090319**

Quantity	Manufacturer	Model Number	Item Description	Your Price	Total Cost
3	Panasonic	AW-HE40	30x Zoom POE PTZ Camera	\$ 2,995.00	\$ 8,985.00
1	Livestream	NXT-NC-HD51	5 Input 1 Output Livestream Switcher	\$ 7,248.00	\$ 7,248.00
3	Vaddio	WLBKKT	Wall Mount Bracket for Cameras	\$ 139.00	\$ 417.00
1	AAV	Custom Pole Mount	Pole Mount for 1 PTZ Camera	\$ 219.00	\$ 219.00
1	Vaddio	PCC Premier	8 Input Premer PTZ Controller	\$ 2,823.00	\$ 2,823.00
1	Decimator	Decimator2	HD/SD Converter/Scaler	\$ 344.00	\$ 344.00
1	Datavideo	HDR-1	H.264 USB Digital Recorder w/32GB Media	\$ 479.00	\$ 479.00
2	Vizio	D24HD	24" LED Monitor - 1080P	\$ 169.00	\$ 338.00
1	Shure	SCM268	4 Input 1 Output Mic Mixer	\$ 267.00	\$ 267.00
1	Blackmagic	UpDownCross	HDMI/SDI Up/Down Cross Converter	\$ 154.00	\$ 154.00
1	Marshall	VDA-104-3GS	1x4 3G HD/SDI Splitter	\$ 149.00	\$ 149.00
1	Shure	SRH440	Over Ear Headphones	\$ 99.00	\$ 99.00
1	TrendNet	TPE-TG80G	8 Port Max POE Gigabit Switch	\$ 149.00	\$ 149.00
3	Kanex Pro	EXT-HD60M	HDMI over CAT Extender - 196' Max Length	\$ 92.00	\$ 276.00
1	Ocean Matrix	HDMI1x4-DA	1x4 HDMI DA	\$ 89.00	\$ 89.00
1	AAV	Hardware/Wiremold	Various Hardware and Wiremold as Needed	\$ 449.00	\$ 449.00
1	Cables+Connectors	Various	Camera Runs Require Plenum Rated Cable	\$ 1,099.00	\$ 1,099.00
1	Installation		See Scope of Work Below	\$ 5,109.00	\$ 5,109.00

**TOTAL COST: \$ 28,693.00**

Applicable shipping charges are not included in the above total and will be added to your invoice.  
This price quote is valid until July 19th 2019

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**Scope of Work:** Customer to supply desk or table - Customer to supply electricity where needed.  
With another AV integrator, customer is installing presentation + audio system.  
This system will give necessary feeds to equipment above

Install 3 or 4 cameras at optimal locations for meeting/event coverage  
Install switcher at customer specified location with customer provided furniture  
Install POE Switch + PTZ controller for camera power and control  
Install monitors for switcher  
Receive feed from presentation system for audio and computer sources.  
Install HDMI Splitter + HDMI extenders as necessary to receive feeds from presentation system  
Send signal to broadcast + recordings  
Install 2 COAX and 2 CAT6 (**plenum rated cable**) from meeting space to broadcast equipment.  
Customer will show installers where run starts and ends  
Full System test - (other AV integrator must be present to hand off feeds)  
Train users



# Acton-Boxborough Regional School Committee

## Meeting Agenda Item Summary

<b>MEETING DATE</b>	9-19-19	<b>AGENDA ITEM NUMBER</b>	5.1
<b>AGENDA ITEM TITLE</b>	Approval of SC meeting minutes		
<b>PRESENTER(S)</b>	Tessa McKinley		
<b>SUMMARY OF TOPIC</b>	Approval of minutes of 9/5/19 as well as the open meeting minutes of the executive session held on 9/9/19		

<b>WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?</b>			
	No action requested - this is a short update or presentation of information		
	Request input and questions from the School Committee, but no vote required		
<b>X</b>	Request formal action with a specific vote:		
		If formal action is requested, is this item being presented:	
			for the first time, with a request that the School Committee vote at a subsequent meeting OR
		<b>X</b>	with the request that the School Committee take action immediately

***If formal action is requested, include a suggested motion or contact Beth Petr.***

<b>SUGGESTED MOTION</b>	"Move to approve the minutes as written (or as amended)"
<b>FOLLOW-UP</b>	
<b>APPROX. TIME FOR THE AGENDA ITEM (MIN.)</b>	5 min.
<b>ATTACHMENTS</b>	Draft Minutes of the meetings

*To develop engaged, well-balanced learners through collaborative, caring relationships.*

WELLNESS • EQUITY • ENGAGEMENT

ACTON-BOXBOROUGH REGIONAL SCHOOL COMMITTEE (ABRSC)  
DRAFT Minutes

Library  
R.J. Grey Junior High School

September 5, 2019  
7:00 p.m.

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Members Present:	Diane Baum (7:05 pm), Michael Bo, Amy Krishnamurthy, Tessa McKinley, Maya Minkin (7:09 pm), Paul Murphy, John Petersen, Nora Shine (7:08 pm), Angie Tso
Members Absent:	Adam Klein, Ginny Kremer
Others:	Marie Altieri, Dawn Bentley, Deborah Bookis, Peter Light, Beth Petr, Dave Verdolino

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1. The ABRSC was called to order at 7:02 p.m. by Tessa McKinley, ABRSC Chairperson.
2. **OPEN MEETING - Welcome! Routine Business**
  - 2.1. **Chairperson's Opening Remarks**
  - 2.2. **Public Participation - none**
  - 2.3. **High School Student Representatives Update:** *Caroline Browning, Michael Cheng, Rishi Girish, Justin Shan, Charles Wang*

Juniors Rishi and Charles shared their perspectives regarding the start of school. Students are very interested in the new schedule change and they seem to like it. Lunches are more crowded. They spoke about the Anti-Defamation League's new World of Differenced club at the High School. They are looking for peer tutors although the older students have less time for that type of activity as it comes from their class time.
  - 2.4. **Superintendent's Update – Peter Light**
    - 2.4.1. Welcome Back Staff presentation, 8/26/19

Mr. Light shared some beautiful pictures from his opening day presentation focusing on the four experiences that we want our students to have - feeling loved, valued, challenged and supported. He explained how these related to our four strategic objectives and reflected on some of the questions from his first year at AB. Mr. Light concluded that "asking questions should be the norm" for our students and our staff. Encouraging this curiosity led him to invite staff to share their pictures of curiosity at #ABCurious. Some of them are found at the end of his slides.

Everyone is excited about our participation in the World of Difference program at the High School. After a year of working with the Anti-Defamation League, today was the kick off. About 20-30 peer leaders are needed (Juniors and Seniors). Staff at the High School were thanked for their dedication to making this possible.

The Superintendent noted a "very smooth" start to the school year, particularly regarding transportation. Families appreciate the new "Here Comes the Bus" app.
    - 2.4.2. Summer Professional Learning, *Deborah Bookis*

Assistant Superintendent Deborah Bookis reported that 26 R&D projects involving approximately 170 educators took place this summer. She explained that the process starts in the spring when teachers can submit proposals. A committee of administrators and educators thoroughly reviews each one. The memo highlights some of the

projects along with other summer professional learning opportunities. A particularly exciting one involved Mass General Hospital and the research on brain screening and learning. One of the doctors is coming to AB to speak with our Kindergarten staff about this important cognitive research. Deborah noted that the staff was very pleased that so many School Committee members went through the SEED training.

2.4.3. Update from Assistant Superintendent for Diversity, Equity & Inclusion, *D.Bentley*  
Dawn Bentley described the shift in her role from Assistant Superintendent for Student Services to Assistant Superintendent for Diversity, Equity and Inclusion. Her new blog is one way to provide leadership and support to create more equitable and inclusive schools. Committee members were very positive about this new activity.

### 3. **GUESTS & PRESENTATIONS**

#### 3.1. **School Building Project** – *Architect Larry Spang, Arrowstreet and Building Committee Chairperson Mary Brolin*

- 3.1.1. Presentation Slides
- 3.1.2. Value Engineering List 8/28/19
- 3.1.3. Project Cost Worksheet
- 3.1.4. Building Project Cost Comparison to Town Meeting Presentation
- 3.1.5. Important Dates/Milestones
- 3.1.6. Building Committee Minutes of Meetings on August 14 and August 28, 2019

Architect Larry Spang presented the comprehensive slides. The next big step is the MSBA Board meeting on October 30<sup>th</sup> when they vote approval of the Project Scope and Budget. At that point, the numbers will be firm, including the state reimbursement rate.

As of August 30, 2019, the estimated total project cost is \$117.8M. The estimated MSBA reimbursement rate is 34.05%. A member expressed concern that this reimbursement rate is low compared to the range of 35% - 45% that was publicized at the start of the process last year. He asked if everything included in the proposed building is actually necessary noting that a 1% change equates to \$1M. Larry explained the process used to get to the numbers emphasizing that that final version consolidates three schools, is a single-phase as opposed to multi-phase project, and the value engineering process that was applied to make the final cuts to yield cost savings. As a result of the Value Engineering process, 43 individual items were removed. There was consensus from community groups of both towns on what to keep that exceeds what MSBA will reimburse for. The original project budget estimate was \$124,531,424.

Other comments included:

- Because the educational spaces are set, it is believed that the final building will look pretty much as shown in these plans. A number of flexible open spaces for teaching or support are included.
- Net zero energy is still a target. Net zero water and waste are also being worked on. Although there is a premium to be paid for some of these items, it is considered a priority to the community, particularly given that this building will be in use for a long time.

- Embracing the beautiful natural environment is a focus including using the wetlands and other space as outdoor classrooms. Walking trails are being planned.
- The Owner's Project Manager does one set of cost estimates and the architect does separate cost estimates, as required, and then they are compared.

The Committee discussed the numbers as they now stood. Mary Brolin emphasized that the Building Committee worked very hard to lower the cost numbers as much as possible. The cost of construction never decreases and the district is required by law to pay prevailing wages so that adds a lot to the total. It is different from building your own home. Mr. Light looked at some of the current projects that are coming in lower than ours. Springfield for example is taking all of the students out of the building, tearing it down, then building right in the same spot so that is saving them a lot of money but we cannot do it that way. Mary reminded the School Committee that in the end, they will be asked to vote on the project and every member's support is needed. They risk losing the \$38M reimbursement from the MSBA if the project does not pass because the district will fall out of the reimbursement pipeline. She reminded members that the Douglas School building needs to be addressed immediately and the Gates School soon after.

The District received savings of 3.75 additional bonus points from our Green Initiatives and Capital Planning and Maintenance. Although new schools will not have the same maintenance requirements as the old ones did, Mr. Light cautioned the Committee about falling into the old pattern of not spending enough on maintenance.

A member urged the Building Committee to continue doing things right and not get caught up in saving pennies. Another member said that in the mid 1960s, citizens of Acton built two schools – Douglas and Gates, and they are old now. If the district does this correctly, they will be supporting education in Acton and Boxborough until 2080. This was the past six decades and we're planning the next six.

### 3.2. **Staffing Report** – *Marie Altieri*

The Deputy Superintendent gave the annual staffing report. Forty seven new educators and two administrators have been hired for the new school year. Twenty percent of our teaching staff has turned over in the past two years, mainly due to retirements. We have almost 1,100 total employees.

Marie confirmed that budgeting at the M3 level for new positions is appropriate. A vacancy factor has also been added. With a 45% increase in the number of educators of color employed by our district, progress is being made with this district goal, although our numbers are still small. In response to a question, Marie reported that we continue to hire more special educators than regular educators due to retirements and replacements.

## 4. **NEW BUSINESS**

### 4.1. **School Committee Business**

4.1.1. Approval of Change of Members of the Other Post Employment Benefits (OPEB) Trust Fund Board of Advisors - **VOTE** – *Peter Light*

Paul Murphy moved, John Petersen seconded and it was unanimously,

**VOTED:** to approve the following members of the OPEB Trust Fund Board of Advisors for FY20: David Verdolino, Steve Noone (Acton Finance Comm), Gary Kushner (Boxborough Finance Comm) and Tessa McKinley (ABRSC Chair).

The Secretary will notify the Treasurer of this update.

4.1.2. Student Activities Accounts Report – *Dave Verdolino*

4.1.2.1. Recommendation to Approve the Official Student Activities for Blanchard, RJGJHS and ABRHS for the 2019-2020 year – **VOTE**

4.1.2.2. Recommendation to Set the Imprest Balance of Student Activity Checking Accounts for FY20 – **VOTE**

Dave Verdolino gave a brief overview of these annual agenda items.

Amy Krishnamurthy moved, Paul Murphy seconded and it was unanimously,

**VOTED:** to approve the lists of proposed student activity funds for Blanchard Elementary School, R.J. Grey Junior High School and Acton-Boxborough Regional High School, each as recommended by the respective building principals, as the officially recognized student activities for the 2019-2020 school year;

AND FURTHERMORE to set the imprest balances of the Student Activity Checking Accounts for the 2019-2020 school year, consistent with the prior year, as follows:

Regional High School	\$35,000
R.J. Grey Junior High School	\$25,000
Blanchard Elementary School	\$ 5,000

4.1.3. Approval of D. Bentley's title change in various ABRSC policies – **VOTE** – *Tessa McKinley*

Amy Krishnamurthy moved, Angie Tso seconded and it was unanimously,

**VOTED:** to approve the proposed change to Dr. Bentley's title in the 4 policies as proposed.

5. **ONGOING BUSINESS**

5.1. **Subcommittee Business**

5.1.1. FY20 Subcommittee Assignments Update – *Tessa McKinley*

Since the last meeting, Nora Shine volunteered to be the Boxborough Finance Committee rep. Paul Murphy will stay Acton Selectmen rep and Diane Baum will be the Acton Finance Committee. John Petersen will be back up for Diane. The warrant subcommittee will consist of: Diane Baum, Amy Krishnamurthy, Tessa McKinley, Paul Murphy and Angie Tso. Angie will also be the Minuteman Tech liaison.

5.1.2. Negotiations – *Tessa McKinley*

An executive session is scheduled for the Committee on Monday night.

5.1.3. Debt Strategy – *John Petersen*

5.1.3.1. Approved minutes of meeting on June 19, 2019

John Petersen reported on the meeting held on August 12<sup>th</sup> to review various borrowing models. The debt subcommittee is charged with providing two recommendations to the School Committee:

1. The structure of debt issuance – when should we issue bond(s), what should the term of the bond(s) be, and should the bond payments be level principal or level payment
2. The projected interest rate at the time of bond issuance

The School Committee will be able to use these recommendations in conjunction with the amount of the borrowing estimated by the building subcommittee to project costs for Acton and Boxborough property owners and the impact on property tax rates.

The sentiment of the subcommittee was that the borrowing should be ASAP relative to the start of the project given the low interest rate environment. The discussion also favored a 25 or 30 year term. The question of level principal vs level payment is more open. John asked School Committee members who have opinions on level principal vs level premium to share them or contact Dave Verdolino prior to the next subcommittee meeting on Sept 19<sup>th</sup>. John is in favor of level principal as this structure is more favorable for borrowing 10+ years from now although it would increase the initial payments.

The actual structure of the borrowing and timing of issuance will be decided by ABRSD Treasurer Margaret Dennehy who will rely on both the guidance of the School Committee and administration as well as the underlying discussion in writing the bond prospectus and accepting bids for the bond(s).

Several Committee members favored level principal.

#### *5.1.4. Budget – Diane Baum*

The first meeting will be on Sept 17.

#### **5.2. New School Committee Member Guidebook Update – Diane Baum**

Diane received a request to describe the motion process more clearly. She will add this to the revised guidebook and then it can be posted.

#### **5.3. School Committee Liaison Reports**

##### *5.3.1. Acton Leadership Group (ALG) –*

Diane Baum reported that ALG met on Aug 29. There was an update on reserves and Free Cash. The Superintendent gave an update on the Building Project. Discussion focused on finalizing the detail on the warrant articles for the 12/10/19 Special Town Meeting, which will be followed by the ballot election 12/17/19. Articles on the warrant include the school building and a fire station. A third article is being considered for the debt portion of the Minute Man Tech share for Acton. A TriBoard meeting with the Acton Boards is tentatively planned for Tuesday Nov 12 with dinner at 5:30 followed by updates. Diane asked members to let her know if they could attend. Boxborough members are included. The November 12 date is important because language needs to be finalized for the warrant. The Superintendent is presenting at Acton Fincom on Tuesday night. A similar presentation will be done for the Selectmen and in Boxborough.

##### *5.3.2. Boxborough Leadership Forum (BLF) – Meeting will be Sept 10.*

#### **5.4. Statement of Warrants**

Tessa McKinley read the warrant information and members signed the documents.

#### **5.5. Approval of Minutes**

##### *5.5.1. Approval of Minutes of ABRSC meeting of August 6, 2019*

Paul Murphy moved, Amy Krishnamurthy seconded and it was unanimously, **VOTED**: to approval of the minutes as written.



John Petersen asked if the minutes could be voted at the beginning of the meetings because they may refer to something that is being discussed during the meeting.

6. **FYI**

- 6.1. FY20 Schools Open, Back to School/Open House Dates, FY20 School Calendar
- 6.2. FY20 Acton-Boxborough Regional School Committee Meeting Dates
- 6.3. 2019-2020 Parent Communication Map:  
[https://www.abschools.org/families/district\\_communication\\_map](https://www.abschools.org/families/district_communication_map)
- 6.4. Family Financial Assistance Letter:  
[https://www.abschools.org/district/student\\_services](https://www.abschools.org/district/student_services)
- 6.5. ABRSD 2018 – 2019 Annual Report:  
[https://www.abschools.org/district/superintendent\\_s\\_office/newsletters](https://www.abschools.org/district/superintendent_s_office/newsletters)
- 6.6. “How Trauma Impacts Children and Families” Workshop, sponsored by the Commission on the Status of Grandparents Raising Grandchildren, September 17, 2019 at 9:30 a.m. Acton Senior Center, [colleen.pritoni@state.ma.us](mailto:colleen.pritoni@state.ma.us)
- 6.7. This Month in the Division of Open Government, August 2019
- 6.8. Open Meeting Law Training sponsored by the Town of Acton, Oct 2, 2019 at 4:30 p.m. and 6:30 p.m. in the Acton Town Hall
- 6.9. Acton & Boxborough Special Town Meetings on December 10, 2019

The ABRSC was adjourned at 9:37 pm. Moved by John Petersen, seconded by Paul Murphy.

Respectfully submitted,

Beth Petr

List of Documents Used: see agenda with list of documents

**Next Meetings:**

ABRSC Executive Session re Negotiations, September 9, 7:00 pm in Superintendent's Conference Room 13 in the Administration Building  
ABRSC, September 19, 7:00 p.m. in the Junior High Library (packet posted Sept 13)  
ABRSC, October 3, 7:00 p.m. in the Junior High Library (packet posted Sept 27)

**ACTON-BOXBOROUGH REGIONAL SCHOOL COMMITTEE (ABRSC)**

Executive Session  
Open Meeting DRAFT Minutes

Superintendent's Conference Room 13  
Administration Building  
15 Charter Road, Acton

September 9, 2019  
7:00 p.m. Open Meeting  
7:02 p.m. Executive Session

Members Present:	Diane Baum (7:08 p.m.), Michael Bo, Adam Klein, Ginny Kremer (left at 8:30 p.m.), Amy Krishnamurthy (7:20 p.m.), Tessa McKinley, Maya Minkin, Paul Murphy, John Petersen, Nora Shine, Angie Tso (left at 8:15pm)
Members Absent:	none
Others:	Marie Altieri, Peter Light, Beth Petr

**1. CALL TO ORDER**

Chairperson Tessa McKinley called the ABRSC to order at 7:05 p.m.

**2. EXECUTIVE SESSION**

Paul Murphy moved, Adam Klein seconded and it was unanimously,

**VOTED by roll call:** to convene an executive session under

- MGL Ch 30A, sec. 21(a) purpose 3: to discuss strategy with respect to collective bargaining with the Acton-Boxborough Education Association (ABEA) because an open meeting may have a detrimental effect on the bargaining position of the Committee.

AND

- MGL Ch 30A, sec. 21(a) purpose 7: to comply with or act under the authority of, any general or special law or federal grant-in-aid requirements - MGL Ch 30A, section 22(f) to consider approval of the executive session minutes of the meeting on August 6, 2019 (YES: Bo, Klein, Kremer, McKinley, Minkin, Murphy, Petersen, Shine, Tso)

The Chairperson announced that the Committee would return to open meeting for the sole purpose of adjourning.

**3. RETURN TO OPEN MEETING**

The ABRSC returned to Open Meeting and was adjourned at 9:05 p.m.

Respectfully submitted,  
Beth Petr

List of Documents Used: none

**Next Meetings:**

ABRSC, September 19, 7:00 p.m. in the Junior High Library (packet posted Sept 13)  
ABRSC, October 3, 7:00 p.m. in the Junior High Library (packet posted Sept 27)



# Acton-Boxborough Regional School Committee

## Meeting Agenda Item Summary

MEETING DATE	9-19-19	AGENDA ITEM NUMBER	5.2.
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AGENDA ITEM TITLE	FY19 Year End Financial Report
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PRESENTER(S)	Dave Verdolino
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SUMMARY OF TOPIC	Annual Year End Report
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### **WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?**

<input checked="" type="checkbox"/>	No action requested - this is a short update or presentation of information
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<input type="checkbox"/>	Request input and questions from the School Committee, but no vote required
--------------------------	---

<input type="checkbox"/>	Request formal action with a specific vote:
--------------------------	---

	If formal action is requested, is this item being presented:	
	<input type="checkbox"/>	for the first time, with a request that the School Committee vote at a subsequent meeting OR
	<input type="checkbox"/>	with the request that the School Committee take action immediately (on the EDCO assignments)

***If formal action is requested, include a suggested motion or contact Beth Petr.***

SUGGESTED MOTION	
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FOLLOW-UP	
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APPROX. TIME FOR THE AGENDA ITEM (MIN.)	15
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ATTACHMENTS	memo
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# Acton-Boxborough Regional School District

15 Charter Road - Acton, MA 01720  
www.abschools.org

**Finance Department**  
David A. Verdolino, Director  
(978) 264-4700  
dverdolino@abschools.org

To: Superintendent, School Committee  
From: Dave Verdolino  
Re: Final FY2019 Financial Report  
Date: September 19, 2019

Peter, Members –

I am pleased to report that the FY2019 closing process has been completed. The auditors have conducted their fieldwork and we will expect to receive their audit reports within a few weeks. Internally, we are nearing completion of both the DESE End-of-Year Financial Report and the DOR reporting requirements for E&D certification.

In my memo dated August 6, 2019, I provided some preliminary information regarding the projected end-of-year status of General Fund (operating) revenues and expenditures. This communication will summarize General Fund activities for the entire year, provide comparative data from relevant prior years, and explain major identified variations.

## **FY2019 Revenues**

Below is a comparative summary of the components of District Revenue since full regionalization. This is intended to provide information about the relative impact of the components to total revenue and the extent and nature of revenue growth in the District:

<b>Actual Revenue by FY</b>						
<i>(amounts in \$000s)</i>	<u>FY2019</u>	<u>FY2018</u>	<u>FY2017</u>	<u>FY2016</u>	<u>FY2015</u>	<u>5-yr Chg.</u>
Member Assessments -	80.4%	80.4%	80.1%	79.8%	79.2%	17.4%
Acton	59,982.0	57,730.1	55,547.1	53,171.0	50,074.4	9,907.6
Boxborough	11,351.4	11,593.8	11,503.1	11,120.2	10,661.6	689.8
State Aid -	18.8%	19.0%	19.4%	19.8%	20.6%	5.9%
Foundation (Chapter 70)	15,042.7	14,859.4	14,696.1	14,393.1	14,254.5	788.2
Transportation (Ch. 71)	1,644.8	1,455.7	1,489.5	1,537.2	1,490.8	154.0
Charter Reimbursement	18.3	20.5	21.4	43.0	25.8	(7.5)
Other Revenue -	0.8%	0.6%	0.5%	0.3%	0.2%	288.4%
Investment Earnings	366.2	195.7	93.3	28.6	14.9	351.3
Medicaid Reimbursement	296.2	274.7	209.2	186.8	48.1	248.1
Miscellaneous	16.6	68.3	100.9	42.3	111.8	(95.2)
Total Revenue	88,718.1	86,198.1	83,660.7	80,522.3	76,681.8	12,036.3
	100.0%					

Selected Analysis (see preceding page):

Member assessments and other revenue are increasing their relative shares of funding the District, and state aid is decreasingly so. And if not for an uptick in FY2019 state finances that resulted in a higher-than-expected transportation reimbursement rate (77.2%), net state revenue would be basically flat during the period presented.

Unless/until progress is made toward addressing systemic shortfalls in the Foundation Budget and related Chapter 70 distribution formulas, the District will likely continue to receive only Minimum Aid increases – at a per student rate dependent more on state revenues than actual educational needs of students. As a result, in the near term, virtually all desired budgetary growth in the District would need to be funded through increased assessments, conservative budgeting techniques (promoting substantial expenditure turnbacks) and strategic use of E&D reserve, absent any significant changes in state aid.

Other Revenue continues to provide significant growth in the aggregate. Individually, Medicaid reimbursement, administered through the use of an educational collaborative, appears to be reaching a plateau. Similarly, recent evidence regarding the lowering of benchmark interest rates may indicate slower growth (or worse) in the upcoming year. Miscellaneous revenue has generally declined mainly due to the reclassification of certain receipts (e.g., utilities rebates) as refunds to related expenditure accounts.

The District has experienced significant, favorable variances from its budgeted revenues for most of the components other than member assessments, per the following summary:

Revenue Variances by FY (amounts in \$000s)	Budget FY2019	Actual FY2019	Variance FY2019	Variance FY2018	Variance FY2017	Variance FY2016
Member Assessments -						
Acton	59,982.0	59,982.0	-	-	-	-
Boxborough	11,351.4	11,351.4	-	-	-	-
State Aid -	component % variance >		2.1%	0.9%	2.4%	1.1%
Foundation (Chapter 70)	14,968.1	15,042.7	74.6	54.4	164.8	(0.3)
Transportation (Ch. 71)	1,362.8	1,644.8	282.0	99.3	225.5	159.7
Charter Reimbursement	32.4	18.3	(14.1)	(4.8)	(6.3)	16.2
Other Revenue -	component % variance >		171.6%	314.4%	#DIV/0!	#DIV/0!
Investment Earnings	100.0	366.2	266.2	195.7	93.3	93.3
Medicaid Reimbursement	150.0	296.2	146.2	174.7	209.2	186.8
Miscellaneous	-	16.6	16.6	38.3	100.9	100.9
Total Revenue	87,946.5	88,718.1	771.6	557.6	787.4	556.6
	Total % variance >		0.9%	0.7%	0.9%	0.7%

Selected Analysis (see following page):

Since full regionalization, annual revenue variances from budget have averaged \$668K or 0.8% of total revenues, and been alternately consistent (plus or minus \$100K or 0.1%) during that time. Generally, variances of this magnitude resulted from conservative but prudent budgeting of revenues (e.g., Other Revenues were not budgeted before FY18).

In the absence of authoritative information to the contrary, the District's revenue budget has incorporated so-called Cherry Sheet estimates of state aid, made available following the announcement of the Governor's budget each January. When state economics are favorable (as generally has been the case in the last few years), those estimates are augmented, and the District ultimately receives additional amounts of aid each yearend.

### **FY2019 Expenditures**

Below is a comparative summary of the components of District Expenditures since full regionalization. This is intended to provide information about the relative levels, and overall changes, in spending on major components of expenditures in the District:

<b>Actual Expenditures by FY</b>						
<i>(amounts in \$000s)</i>	<u>FY2019</u>	<u>FY2018</u>	<u>FY2017</u>	<u>FY2016</u>	<u>FY2015</u>	<u>5-yr Chg.</u>
Employee Costs -	63.7%	62.3%	61.8%	62.0%	63.2%	17.3%
Salaries and Wages	56,178.5	52,918.3	50,849.5	49,151.1	47,892.6	8,285.9
Other CO Costs -	34.4%	35.9%	36.3%	36.1%	34.9%	14.9%
Superintendent & SC	88.7	156.4	218.2	96.1	181.9	(93.2)
Teaching & Learning	396.5	366.1	343.7	321.0	291.2	105.3
Finance	16,323.9	16,921.6	16,291.6	15,179.3	13,608.1	2,715.8
Student Services/Special Ed.	8,013.9	7,967.9	7,995.4	8,752.0	7,866.4	147.5
Ed. Tech	659.6	746.6	708.2	595.0	790.9	(131.3)
Facilities & Transportation	4,882.4	4,302.7	4,305.3	3,629.1	3,693.4	1,189.0
District-wide Programs -	0.3%	0.4%	0.3%	0.4%	0.4%	8.9%
Music	71.9	81.0	73.0	71.4	40.3	31.6
Art	111.5	108.5	101.8	99.3	78.9	32.6
Athletics	83.2	81.5	72.6	112.0	149.8	(66.6)
Physical/Health Ed.	26.3	30.1	27.5	-	-	26.3
Building-based Programs -	1.6%	1.5%	1.5%	1.6%	1.6%	15.9%
Regional HS	600.6	544.0	490.1	500.8	486.6	114.0
Grey JHS	299.5	247.7	255.7	259.0	259.9	39.6
Blanchard	89.7	79.2	75.9	70.1	69.3	20.4
Conant	84.3	72.8	75.4	68.4	59.8	24.5
Douglas	73.3	84.2	83.8	86.4	85.7	(12.4)
Gates	80.5	80.6	81.0	80.1	81.8	(1.3)
McCarthy/Towne	92.2	85.0	86.5	85.8	81.8	10.4
Merriam	91.6	87.2	90.4	94.6	92.9	(1.3)
Total Expenditures	88,248.5	84,961.8	82,226.0	79,251.9	75,811.7	12,436.8
	100.0%					

The following table (see the following page) summarizes budget variances for the same major components of the District's operating expenditures:



Expenditure Variances by FY (amounts in \$000s)	Budget FY2019	Actual FY2019	Variance FY2019	Variance FY2018	Variance FY2017	Variance FY2016
Employee Costs -	component % variance >		0.6%	0.2%	0.8%	1.2%
Salaries and Wages	56,500.0	56,178.5	321.5	123.9	384.9	589.8
Other CO Costs -	component % variance >		0.4%	3.1%	1.0%	-0.7%
Superintendent & SC	144.5	88.7	55.8	(24.9)	(96.9)	23.2
Teaching & Learning	386.8	396.5	(9.7)	1.2	0.8	4.4
Finance	16,991.0	16,323.9	667.1	401.1	522.5	422.5
Student Services/Special Ed.	7,891.2	8,013.9	(122.7)	381.7	207.2	-908.7
Ed. Tech	649.2	659.6	(10.4)	(47.3)	(73.6)	53.9
Facilities & Transportation	4,433.5	4,882.4	(448.9)	265.7	(245.7)	207.1
District-wide Programs -	component % variance >		1.9%	-0.2%	4.0%	-11.1%
Music	74.0	71.9	2.1	(1.5)	(0.1)	0
Art	111.7	111.5	0.2	-	2.1	2.6
Athletics	82.6	83.2	(0.6)	0.9	9.5	-30.8
Physical/Health Ed.	30.2	26.3	3.9	(0.1)	-	-
Building-based Programs -	component % variance >		1.0%	2.2%	10.0%	9.7%
Regional HS	602.4	600.6	1.8	4.1	74.0	85.3
Grey JHS	291.4	299.5	(8.1)	0.2	21.1	3.5
Blanchard	92.6	89.7	2.9	5.8	16.2	17.9
Conant	87.2	84.3	2.9	12.2	12.6	19.6
Douglas	84.8	73.3	11.5	0.8	4.2	1.6
Gates	81.0	80.5	0.5	4.4	7.0	7.9
McCarthy/Towne	95.2	92.2	3.0	-	1.5	2.3
Merriam	91.8	91.6	0.2	0.8	0.6	-3.6
Total Expenditures	88,721.5	88,248.3	473.2	1,129.3	848.1	498.6
	Total % variance >		0.5%	1.3%	1.0%	0.6%

Selected Personnel Cost Analysis (see above and preceding page):

Expenditures for Salaries and Wages are a function of contractual rate-setting and District employment levels, usually measured in FTE. FY19 represented the largest single contractual rate increase (COLA) for the teachers' contract during the period shown.

Adding to the level of FY19 teacher costs was a prepayment of the Early Retirement Incentive liability, as mentioned in my memo dated August 6. Despite that prepayment (approximately \$275K), total salary costs were \$321K (0.6%) under budget.

The District's personnel budget, which is set for public presentation six months before the fiscal year begins, routinely makes salary estimates for new positions, turnover (attrition) replacements, substitutes and overtime (where applicable), and pupil services. Those estimates have tended to be conservative, resulting in the favorable variance trend shown above. It should be noted that, as discussed during FY20 budget presentations, certain estimates were significantly reduced to try to more accurately predict actual costs; including substitutes and teacher attrition, by about \$100K and \$50K, respectively.

Specific items of note with respect to the FY19 variance for personnel costs include:

	<u>Amount</u>
- Unpaid days due to granted leaves of absence (e.g., maternity)	\$167 K
- Open positions that remained vacant (until filled in FY20) (curriculum coach, technology staff, ABA trainer, custodian)	\$181 K
- Bus drivers – several unfilled positions during the year and budgeted expense exceeded actual needs	\$107 K
- Crossing guards – unfilled positions (more than offset by use of PDs	\$ 41 K
- Workers Compensation subsidy (teacher and custodian)	\$ 48 K
- Contracted services (social work, ESY)	\$ 31 K

Line items of personnel costs are reviewed monthly by joint effort of the Human Resources and Finance departments. Our interim projections, an exercise which usually commences each year after all hiring information has been processed and reconciled with payroll, form the basis of information in my quarterly financial reports.

In FY19, the projected variance for personnel costs through Q2 and Q3 was \$474K and \$517K, respectively. During Q4, certain encumbered salaries were released, resulting in an uptick in the total variance (to \$595K) before the decision to prepay the ERI liability as noted above.

#### Selected Non-Personnel Cost Analysis:

The wide variation in expenditures and budget variances for Superintendent and School Committee costs is the function of level budgets and widely varying actual outlays for legal services. The favorable experience in FY19 was anticipated in reducing (by \$20K) the FY20 budget for this cost.

Teaching and Learning (curriculum) costs generally track to budgeted amounts; increased spending over the period relates to additional departmental programs and initiatives.

Included in the Finance department cost component are certain items which have experienced great volatility (with mostly favorable result) and others that are predictable and experience virtually no variation from budget.

The largest, and most volatile, item is employee health insurance (\$504K budget variance in FY19). Insurance premium for active employees reflect a well-publicized 5.0% rate decrease in FY19 (and 3.0% rate decrease for FY20) voted by the Health Insurance Trust. Additionally, FY19 costs further decreased as a result of adoption of a voluntary HSA (high deductible) plan, which had significantly higher than expected enrollment. Expenditures for workers compensation and property/casualty insurance, which are procured jointly through the District's participation with MIIA, have trended lower during the last few years, due to favorable claims history and better administration of existing claims. In FY19, there was a net variance of \$51K for this insurance.

The state assesses the District for its allocated share of School Choice and Charter tuition for students who reside in Acton and Boxborough but attend school in other districts under those programs. In FY19, the state's final assessments combined to produce a 55K positive variance from the original budget, based on the (Cherry Sheet) estimate.



Predictable Finance department cost centers include: the annual assessment on behalf of eligible, non-certified staff to the Middlesex County Retirement System (MCRS); matching employees' payroll withholding (1.45% of pay) for Medicare tax; OPEB Trust Fund contributions (\$900K per year, with a cumulative balance of over \$5M as of June, 2019), and scheduled principal and interest payments on the District's long-term debt.

The MCRS assessment is determined actuarially and, per the system's annual report, generally increases at an annual rate of 6.5% toward the goal of full funding by 2036. The District increased its OPEB Trust contributions for several years through FY19 to \$900K, which amount is also budgeted for FY20.

Existing debt service will be retired in FY25; this schedule was taken into consideration by the Debt Strategy Subcommittee in forming its financing recommendation relative to funding the new twin school.

Costs for Student Services (primarily special education) have moderated during the period shown, following a significant increase in FY16, due in my view to the ability to contain out-of-district placements, often by providing required services in the District.

The FY19 net negative variance for this cost category (-\$122.7K) reflects the use of significantly less (\$481K) Circuit Breaker (CB) reserve than budgeted. Gross tuition costs (i.e., before using CB funds) had a \$136K positive budget variance due to actual tuitions differing from projections made during budget development, that were based on known out-of-district placements.

The District's CB reserve balance at the end of FY19 is \$2,395,615, which is 94% of the reimbursement received in FY19 (\$2,550,615). State law allows districts to retain CB funds for a maximum of one fiscal year; therefore, this balance will be fully expended during FY20. Budgeted CB reserve use in FY20 is \$2.8M.

Additionally, special needs transportation through the CASE Collaborative is determined will in advance and tracked with the FY19 budget. Other items with budget variances of significance included various contracted pupil services (\$138K net surplus on \$640K budget), and legal services (\$32K surplus on \$75K budget).

Expenditures for the Ed. Tech. department have generally increased over the period presented, to provide enhanced systems, including hardware and software, to staff and students. The department works closely with other central office departments and building administrators to prioritize the use of its budgeted funds each year.

Spending for facilities and transportation has grown fairly significantly since full regionalization, due to the District's increasing commitment to capital improvements and, most recently (FY19), the addition of eleven regular buses in order to implement the single-tier initiative at the elementary schools. However, utility costs have been virtually flat (annually averaging \$1.4M) during the period shown.

The net FY19 budget variance for this major cost component reflects the District's decision to accelerate certain items in the Capital Improvement Plan (CIP); more information about the CIP and funding status will be provided later in this memo.

Spending on District-wide programs has been stable following an initial increase following full regionalization. However, the Athletics department took measures several years ago to successfully get total program costs (i.e., including its revolving fund) under control. FY19 budget variances for this major cost component were negligible.

Building-based expenditures have generally increased since full regionalization due to adjustments for inflation and specific program initiatives. In FY19, Both the High School and Junior High budgets were increased to fund the capital projects; the HS to improve its dining commons area, the JH for a variety of smaller items such as PA system upgrade, technology hardware and equipment associated with its STEP program. Also in FY19, building-based budget allocations for elementary schools moved from fixed amounts to a hybrid, with approximately 50% on the basis of student enrollment

The aggregate budget variance for this major cost component has dissipated over the period presented, meaning that buildings are generally spending much closer to their full budget allocation.

### **FY2019 Net Results; E&D Balance**

In my August 6 memo, I summarized the projected balance of E&D Reserve on a preliminary basis (i.e., pre-closing of the accounts). Below is a summary of the final FY19 financial overview, as compared with the August 6 preliminary projections:

	<u>Preliminary</u>	<u>Final</u>
FY2019 Budget-to-Actual Variances:		
Revenues	\$ 771,631	\$ 771,631
Expenditures	<u>451,427</u>	<u>473,212</u>
Total FY19	\$1,223,058	\$1,244,843
Prior Year Encumbrance variance	<u>62,355</u>	<u>32,771</u>
Net Increase to E&D	\$1,285,413	\$1,277,614
Less – E&D Offset to FY2020 Budget	(690,000)	(690,000)
E&D xfer to Capital Stabilization Fund	<u>(1,000,000)</u>	<u>(1,000,000)</u>
Net Change to E&D	\$ (404,587)*	\$ (412,386)
ANTICIPATED DOR CERTIFICATION CALCULATION –		
Beginning E&D Balance (7/1/18)	\$4,261,810	\$4,261,810
Net Change to E&D (above)	<u>(404,587)</u>	<u>(382,802)</u>
Ending Undesignated FB per district	\$3,857,223	\$3,849,424
Less - Adjustment for Prepaids as of yearend	(43,461)	(43,461)
Fund Deficits as of yearend	<u>-</u>	<u>-</u>
Projected Certified E&D Reserve	\$3,813,762	\$3,805,963
% of Subsequent Year Budget	4.19%	4.18%

\* This value was not presented in the August 6 memo.

As noted in the August 6 memo, this projected E&D balance falls within the guideline established by SC policy (4.0 – 4.5%) and below the maximum allowable E&D (5.0%).

## **Capital Spending**

As consistently reported, the District has significantly increased spending on capital needs since full regionalization, in recognition that there had been a period of chronic underfunding of capital. In presenting the FY19 budget, a discreet list of capital projects, totaling \$1M was identified; this effectively jump-started the Capital Improvement Plan (CIP) initiative that culminated in the following developments during FY19:

- Adoption of a 13-year CIP to address \$22M of identified and prioritized projects without the need for a Proposition 2-1/2 debt exclusion
- Increase the FY20 CIP appropriation to \$1.25M with a projection to increase the District's capital appropriation during the life of the CIP to \$2M
- Authorization of a \$7.5M bond appropriation to accelerate the completion of high priority capital projects over the first three years of the CIP
- Establishment of a Capital Stabilization Fund (permitted of regional districts under recent MGL) through votes of the School Committee and both member towns.
- Provided the initial funding for the Capital Stabilization Fund by transferring \$1M from E&D to the Fund, also as approved by both towns, whose intended use is to augment CIP funding needs in future years; interest earned on the invested balance is maintained in the Fund, and its balance as of June 30, 2019 is \$1,001,883.

## **Revolving and Grant Funds**

Highlights from the yearend results for the District's significant revolving funds are as follows (amounts in \$000s):

	Beginning		(Adjusted for Accruals)		Ending
<u>Fund Description</u>	<u>Balance</u>	<u>Transfers</u>	<u>Receipts</u>	<u>Expenses</u>	<u>Balance</u>
School Lunch	680	1	1,774	1,788	667
ADK Tuition	338		907	872	373
Circuit Breaker Reserve	2,024		2,551	2,179	2,396
Douglas School Project	700		283	898	85
Capital Stabilization	-	1,000	2		1,002
Comm. Ed/Ext. Day	1,576	(195)	3,806	2,925	2,262
Use of Facilities	-		276	276	-
Drivers Education	172		168	194	146
Integrated Pre-School	230		312	336	206

The Douglas School Project Fund accounts for the new school feasibility study, including related MSBA cost reimbursements. The increase in fund balance for Community Education/Extended Day reflects the District's decision to move extended day program administration to the Community Education Department. Several elementary schools (Blanchard, Douglas, Merriam) had previously run their own programs; fees collected in any year are intended for use in covering program costs of the following year.

With respect to the District's grants, of which the federal IDEA (special education) grant accounted for 84% of available funding in FY19, virtually all grant funds were spend or encumbered prior to yearend.

## **Conclusion**

Overall, despite the trend for more modest annual budgetary growth since full regionalization (which has resulted in decreasing the rate of growth for member assessments), the District has generated turnbacks of such significance as to steadily increase its E&D Reserve. Starting in FY16 (0.6%), there has been an almost constant increase in total (%) budget variance. FY19 would have continued the trend (1.7%) except for the transfer of \$1 million to initially fund the Capital Stabilization account.

There are both systemic and temporal reasons explaining the extent of budget turnbacks. Overall, beginning with full regionalization, the District adopted a budgetary strategy of prudent conservatism, similar to that described in the Revenue section of this memo. That strategy should remain; some year-to-year fluctuations and one-time anomalies could otherwise leave the District without the current means to address circumstances that arise beyond its ability to control or forecast.

Nevertheless, estimating the year's spending for an \$80M-\$90M operation to within a range of 0-1% requires the use of conservative budget assumptions; otherwise we would effectively assume too great a risk of exceeding our annual appropriation. Should the turnback trend continue or level at around 1.5% of budget, the District would be in position to utilize a greater share of resulting E&D Reserve (at that point, we would likely be over the 5% cap) in setting the following year's budget and determining member assessments. That is an enviable budget strategy.

The unprecedented savings in employee health insurance costs won't continue. It generated a significant share of the growth in E&D Reserve during the period, and permanently reduced the "base" of approximately 10% of the District's total budget. The continued moderation of out-of-district tuition costs is an intended goal (as programs developed in-district continue to provide a more cost-effective alternative), but will be extremely challenging due to ever-increasing demands for services. FY20 is the final year of all bargaining unit labor contracts; the impact of negotiations (which are just commencing) will be the single biggest determinant of budget growth in upcoming years.

All of these are potential red flags which collectively point to the need to maintain a conserve budgeting approach, particularly as future cost projections for the new twin school are being evaluated. One possible area of significant budgetary relief looms as the state legislature considers differing proposals that would implement some or all of the four-year-old recommendations of the Foundation Budget Review Commission. There is no way to currently predict the financial benefits to the District from passage of such legislation, or its potential to fund anything from sustained District operations to possible new initiatives like free full-day kindergarten.

In closing, the District is in excellent financial shape, has healthy reserves (including recently adopted policies relating thereto), a strategy for long-term capital financing, and a commitment to providing sustainable, transparent budgets. Its quality of education is first-rate, and I believe that the generous community support which I have witnessed during my first two years as Director of Finance testifies to the perceived value of that educational quality and related outcomes, compared with the cost in financial resources.

1



Our **vision** is to provide high-quality educational opportunities that inspire a community of learners

WELLNESS • EQUITY • ENGAGEMENT

Our **mission** is to develop engaged, well-balanced learners through collaborative, caring relationships

## School Committee FY2019 Final Financial Report

September 19, 2019

ABRSD

2

### FY2019 – Financially...



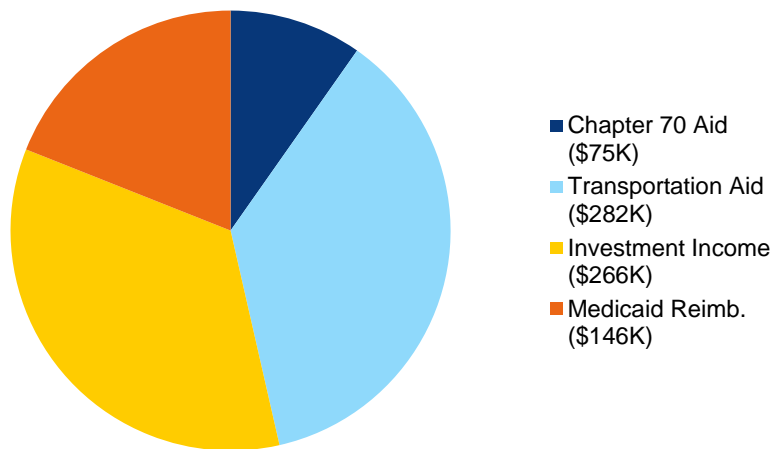
"It Was a Very Good Year..."

ABRSD

3 3

## FY2019 – Revenue Variance Summary

**Budgeted Revenue - \$87.9M; Variance - \$772K (0.9%)**



ABRSD

4 4

## FY2019 – Expenditure Variance Summary

Major Variance Categories (“the usual suspects”) –

- Salaries and Wages \$ 321K  
(net of \$275K pre-payment of teachers’ ERI)
- Employee Health Insurance \$ 504K  
(HSA plan and 5% premium rate reduction)
- Workers Comp. & Property Insurance \$ 51K
- Pupil Services, incl. Special Ed. Tuitions \$ 274K  
(net of \$481K less Circuit Breaker reserve usage)
- Capital Cost Outlays; Building Maintenance \$ -449K  
(acceleration of CIP projects; consistently underbudgeted)
- Legal Services (General District & Special Ed.) \$ 103K

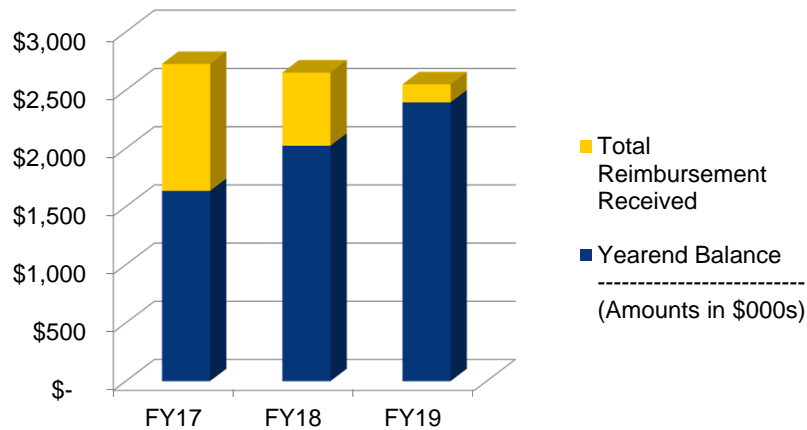
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**FY19 Budget - \$88,721,492; Variance - \$473,214 (0.5%)**

ABRSD

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## Circuit Breaker Reserve

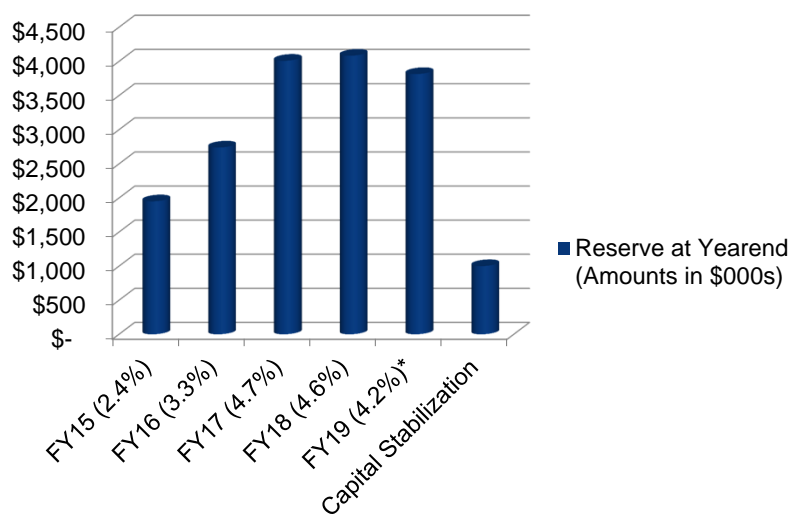


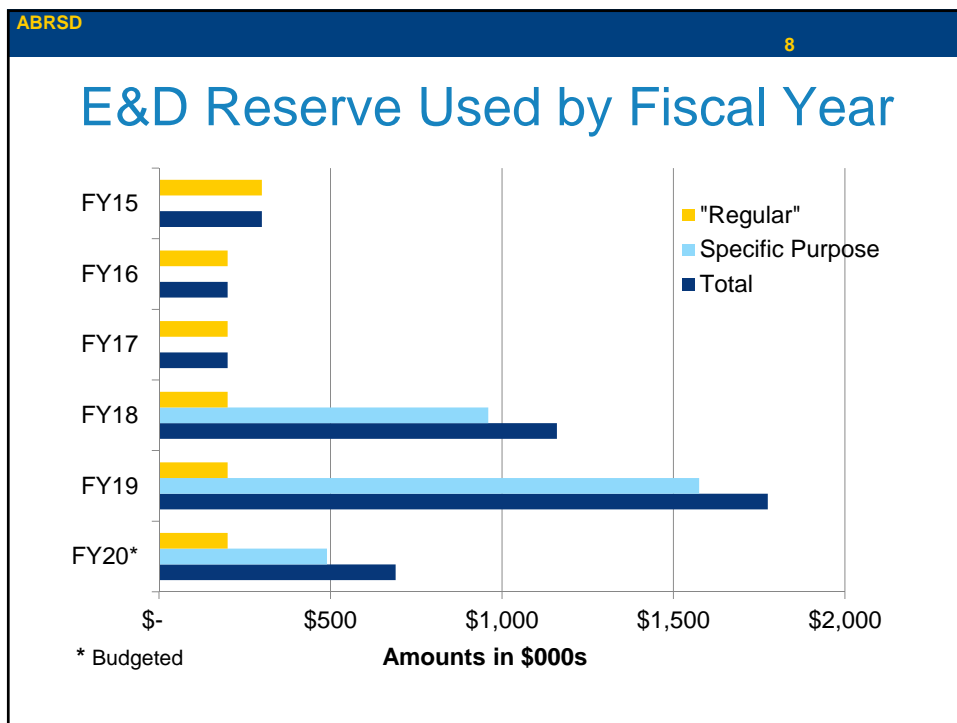
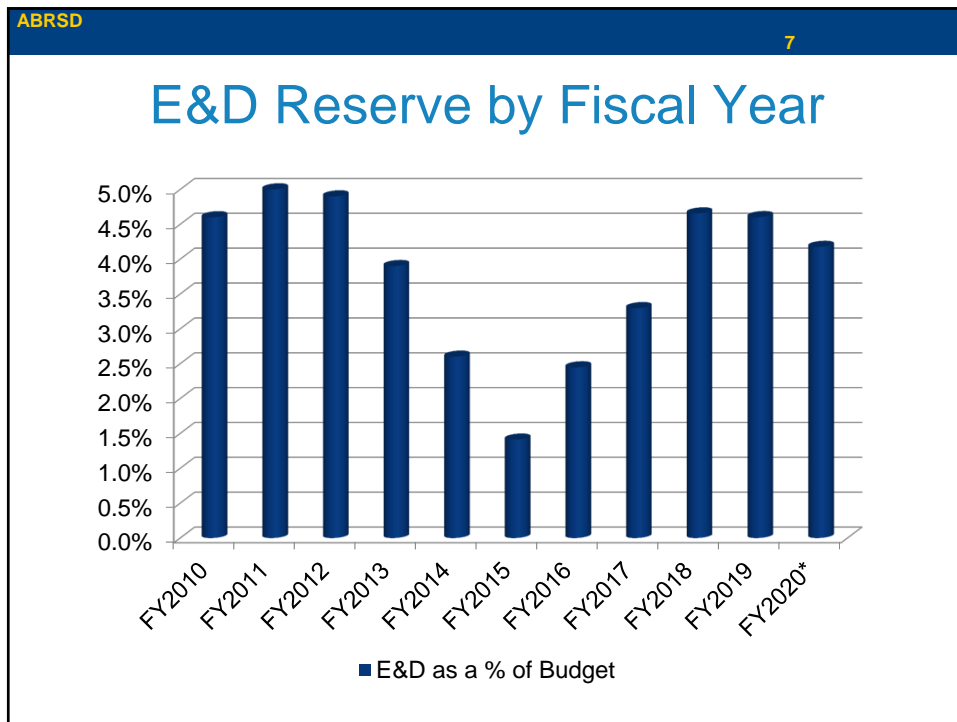
Balance at yearend must be spent within 12 months.

ABRSD

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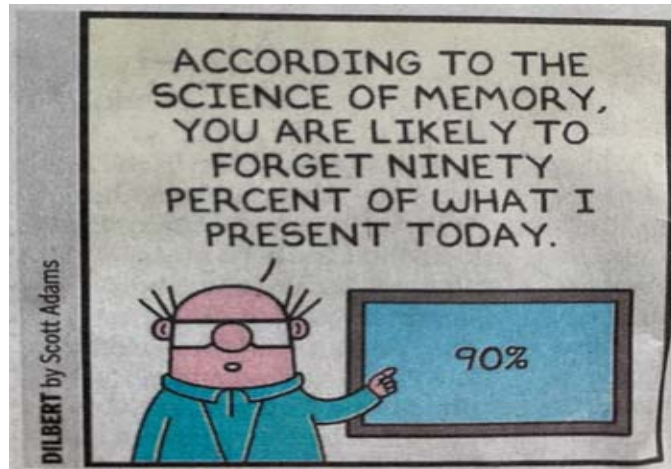
## E&D Reserve by Fiscal Year







Are there any questions?





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ACTON/BOXBORO REGIONAL SCHOOLS - LIVE  
YEAR-TO-DATE BUDGET REPORT

P 1  
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FOR 2019 13

	ORIGINAL APPROP	TRANSFRS/ ADJUSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
1000 GENERAL FUND							
1000R14 GENERAL FUND							
1000R14 45402 MEDICAID REIMBURS	150,000	0	150,000	296,227.72	.00	-146,227.72	197.5%*
1000R14 46801 AID - CHAPTER 70	14,968,061	0	14,968,061	15,042,706.00	.00	-74,645.00	100.5%*
1000R14 46807 TRANSPORTATION -	1,337,757	0	1,337,757	1,618,242.00	.00	-280,485.00	121.0%*
1000R14 46809 REIMBURSEMENT - C	32,361	0	32,361	18,262.00	.00	14,099.00	56.4%*
1000R14 46811 REGIONAL BONUS AI	25,000	0	25,000	26,630.00	.00	-1,630.00	106.5%*
1000R14 47501 ASSESSMENT - RGNI	59,981,958	0	59,981,958	59,981,960.00	.00	-2.00	100.0%*
1000R14 47502 ASSESSMENT - RGNI	11,351,355	0	11,351,355	11,351,353.00	.00	2.00	100.0%*
1000R14 48200 EARNINGS - ON INV	100,000	0	100,000	366,156.79	.00	-266,156.79	366.2%*
1000R14 48403 REVENUE - MISCELL	0	0	0	9,085.78	.00	-9,085.78	100.0%*
1000R14 48404 RENTAL INCOME	0	0	0	7,500.00	.00	-7,500.00	100.0%*
TOTAL GENERAL FUND	87,946,492	0	87,946,492	88,718,123.29	.00	-771,631.29	100.9%
TOTAL REVENUES	87,946,492	0	87,946,492	88,718,123.29	.00	-771,631.29	
GRAND TOTAL	87,946,492	0	87,946,492	88,718,123.29	.00	-771,631.29	100.9%

\*\* END OF REPORT - Generated by David Verdolino \*\*

# ACTON/BOXBORO REGIONAL SCHOOLS - LIVE



## YEAR-TO-DATE BUDGET REPORT

FOR 2019 13

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
01 SUPERINTENDENT	144,500.00	.00	144,500.00	82,794.48	5,887.20	55,818.32	61.4%
02 ASST SUPT OF TEACH & LEARN	386,830.00	.00	386,830.00	363,754.56	32,653.48	-9,578.04	102.5%
03 FINANCE DIRECTOR	16,911,013.00	80,000.00	16,991,013.00	16,239,208.83	84,742.79	667,061.38	96.1%
04 PERSONNEL / DEPUTY SUPT	56,048,324.00	451,635.00	56,499,959.00	56,175,001.99	3,519.95	321,437.06	99.4%
05 STUDENT SERVICES	7,734,099.00	.00	7,734,099.00	7,883,411.87	29,937.40	-179,250.27	102.3%
06 EDUCATIONAL TECH DIRECTOR	649,200.00	.00	649,200.00	638,804.75	20,785.66	-10,390.41	101.6%
07 FACILITIES DIRECTOR	5,093,169.00	-659,635.00	4,433,534.00	4,557,617.14	324,784.80	-448,867.94	110.1%
08 MUSIC DIRECTOR	69,036.00	5,000.00	74,036.00	71,862.08	.00	2,173.92	97.1%
09 ART DIRECTOR	110,329.00	1,400.00	111,729.00	111,540.77	.00	188.23	99.8%
10 DIVERSITY, EQUITY, DIRECTO	157,165.00	.00	157,165.00	100,524.12	143.07	56,497.81	64.1%
13 ATHLETIC DIRECTOR	82,575.00	.00	82,575.00	82,332.02	904.67	-661.69	100.8%
15 SENIOR HIGH PRINCIPAL	503,800.00	98,600.00	602,400.00	555,696.25	44,857.18	1,846.57	99.7%
16 JUNIOR HIGH PRINCIPAL	268,642.00	23,000.00	291,642.00	296,899.55	2,643.52	-7,901.07	102.7%
17 BLANCHARD PRINCIPAL	88,000.00	4,606.00	92,606.00	89,711.64	.00	2,894.36	96.9%
18 CONANT PRINCIPAL	88,000.00	-708.00	87,292.00	84,216.70	140.63	2,934.67	96.6%
19 DOUGLAS PRINCIPAL	88,000.00	-3,221.00	84,779.00	73,344.91	.00	11,434.09	86.5%
20 GATES PRINCIPAL	88,000.00	-6,990.00	81,010.00	80,102.86	375.89	531.25	99.3%
21 MCCARTHY TOWNE PRINCIPAL	88,000.00	7,216.00	95,216.00	91,875.05	336.89	3,004.06	96.8%
22 MERRIAM PRINCIPAL	92,640.00	-903.00	91,737.00	88,394.42	3,179.46	163.12	99.8%
39 PHYSICAL ED/ HEALTH ED	30,170.00	.00	30,170.00	26,171.60	119.98	3,878.42	87.1%
GRAND TOTAL	88,721,492.00	.00	88,721,492.00	87,693,265.59	555,012.57	473,213.84	99.5%

\*\* END OF REPORT - Generated by David Verdolino \*\*

**ACTON BOXBOROUGH REGIONAL SCHOOL DISTRICT  
SPECIAL REVENUE, REVOLVING, AND GIFT FUNDS  
6/30/2019**

Operating		Fund Balance 6/30/18	Reverse FY18 Open Enc.	Fund Balance 7/1/2018	Fund Balance Transfers	Receipts	Expenses	Prepaid Revenue Adj.	Encumber	Encumbered Balance as of 6/30/19
	<b>LUNCH</b>									
K Nelson	3201 LUNCH	679,968	73	680,041	1,010	1,769,062	1,788,184	4,798	58	666,670
	<b>SUPERINTENDENT</b>									
P Light	3311 SUPERINTENDENT GIFTS	1,876		1,876		1,895	1,620		0	1,951
	<b>DISTRICTWIDE</b>									
P Light	3353 DISTRICT WIDE GIFTS	0		0		0	0		0	0
M Altieri	3356 ABSAF: MIDDLESEX BANK	0		0		50,000	21,931		0	28,069
D Verdolino	3358 HOMELESS STUDENT ASSISTANCE	0		0		750	0		0	750
	<b>CURRICULUM</b>									
D Bookis	3318 PARENT INVOLVEMENT PROJECT	14,700		14,700		736	3,380		0	12,056
D Bookis	3323 CURRICULUM GIFT	1,352		1,352	0	600	0		0	1,952
D Bookis	3419 SCHOOL TO BUSINESS	0		0		0	0		0	0
	<b>FINANCE</b>									
D Verdolino	3401 SCHOOL CHOICE	68,760		68,760		136,022	112,927		0	91,855
M Altieri	3406 ADK	338,423		338,423	0	1,058,605	871,585	-152,082	483	372,879
D Verdolino	3016 CIRCUIT BREAKER	2,023,722		2,023,722		2,550,615	2,178,722		0	2,395,615
D Verdolino	3501 INSURANCE REIMB	20,311		20,311		22,684	27,838		0	15,157
	<b>FACILITIES</b>									
General	4002 DOUGLAS SCHOOL BUILDING PROJECT	699,860	75	699,935	0	282,724	801,196		96,395	85,068
General	4003 CAPITAL STABILIZATION FUND	0		0	1,000,000	1,883	0		0	1,001,883
General	4004 CAPITAL PROJECTS FUND	0		0	0	0	0		0	0
J D Head	3322 ELM ST HOOPS	1,214		1,214		0	0		0	1,214
J D Head	3328 NSTAR POWER DOWN PROJECT	7,424		7,424		0	582		0	6,842
J D Head	3329 FRIENDS OF LOWER FIELDS	35,598		35,598		20,000	2,842		0	52,756
J D Head	3330 LOWER FIELDS GIFT 2	0		0		25,000	25,000		0	0
J D Head	3342 WEST ACTON BOARDWALK	9,857		9,857		0	0		0	9,857
J D Head	3418 TRANSPORTATION	0		0		31,440	18,889		0	12,552
J D Head	3332 DAMON PLAYGROUND	21		21		0	21		0	0
	<b>COMMUNITY EDUCATION</b>									
E Bettez	3402 COMMUNITY ED	1,395,155	180,520	1,575,676	-195,000	1,478,042	1,946,288		671	911,759
E Bettez	3403 USE OF FACILITIES	0		0		275,575	275,575		0	0
E Bettez	3404 DRIVERS' ED	171,952		171,952	0	168,284	194,024		0	146,212
E Bettez	3407 EXTENDED DAY PROGRAMS	0		0	0	2,411,332	977,891	-83,454	157	1,349,830
	<b>STUDENT SERVICES</b>									
D Bentley	3428 ODP REVOLVING	121,177		121,177		116,552	64,073		0	173,656
J Gibowitz	3429 AD INTEGRATED PRESCHOOL	229,590	220	229,810		357,910	335,584	-46,491	0	205,644
D Bentley	3357 MICHELLE STARR SPECIAL EDUCATION G	0		0	-500	1,580	0		0	1,080

**ACTION BOXBOROUGH REGIONAL SCHOOL DISTRICT**  
**SPECIAL REVENUE, REVOLVING, AND GIFT FUNDS**  
6/30/2019

Operating		Fund Balance 6/30/18	Reverse FY18 Open Enc.	Fund Balance 7/1/2018	Fund Balance Transfers	Receipts	Expenses	Prepaid Revenue Adj.	Encumber	Encumbered Balance as of 6/30/19
	<b>3326 MCC BIG YELLOW SCHOOL BUS</b>									
L Dorey	SENIOR HIGH	85		85		250	225		0	110
A Shen	JUNIOR HIGH	200		200		0	200		0	0
D Labb	BLANCHARD	0		0		0	0		0	0
D Sugrue	CONANT	1,050		1,050		250	0		0	1,300
C Whitbeck	DOUGLAS	279		279		0				279
L Newman	GATES	0		0		250	250		0	0
D Krane	MCCARTHY TOWNE	0		0		250	250		0	0
J Schneider	MERRIAM	671		671		0	0		0	671
	<b>3416 LIBRARY REVOLVING</b>									
L Dorey	SENIOR HIGH	4,873		4,873		2,700	2,523		0	5,051
A Shen	JUNIOR HIGH	2,581	29	2,610		5,855	6,329		0	2,136
D Labb	BLANCHARD	8,976		8,976		1,400	5,027		0	5,350
D Sugrue	CONANT	4,483		4,483		1,400	159		0	5,724
C Whitbeck	DOUGLAS	485		485		1,400	1,205		0	680
L Newman	GATES	2,845	38	2,883		1,400	808		0	3,475
D Krane	MCCARTHY TOWNE	1,001		1,001		1,400	1,684		0	717
J Schneider	MERRIAM	110	20	130		1,400	273		110	1,146
	<b>SENIOR HIGH</b>									
S Martin	3301 ATHLETIC GIFTS	7,000		7,000		0	4,000		0	3,000
S Martin	3303 ABSAF:SH ATHLETICS	0		0		41,000	41,000		0	0
S Martin	3405 ATHLETIC REVG	61,111		61,111	0	443,185	456,772		1,485	46,040
G Arsenault	3302 ABSAF:SH PERFORMING ARTS	0		0		3,000	510		0	2,490
L Dorey	3306 SENIOR HIGH WELLNESS GIFTS	9,864		9,864	-7,164	2,957	2,995		0	2,662
L Dorey	3308 SH GIFT:PTSO	5,985		5,985		6,400	7,062		0	5,323
L Dorey	3309 SH GIFT:OTHER	6,090		6,090	7,164	700	665		0	13,289
L Dorey	3313 ABSAF:SH EXTRACURRICULAR	1,317		1,317		13,000	12,056		0	2,261
L Dorey	3315 UNITED WAY GIFT	0		0		0	0		0	0
L Dorey	3319 SH: COMMUNITY SERVICE GIFTS	4,997		4,997		5,504	6,152		0	4,348
L Dorey	3320 SH: STEM PROGRAM	0		0		4,000	0		0	4,000
L Dorey	3321 AB FRIENDS OF DRAMA	0		0	0	0	0		0	0
L Dorey	3412 LOST BOOKS-SENIOR HIGH	31,685		31,685		537	3,302		0	28,920
L Dorey	3413 PARKING-SENIOR HIGH	6,738		6,738		41,530	48,268		0	0
L Dorey	3414 SUMMER SCHOOL TUITION	103,108	549	103,656		176,211	71,740	-89,701	52	118,374
G Arsenault	3415 PERFORMING ARTS REV	0		0		37,965	17,449		0	20,515
L Dorey	3420 EMPORIUM REVOLVING	11,893		11,893		76,816	77,486		0	11,222
L Dorey	3423 SH: PROSCENIUM CIRCUS	56,453	56	56,509	0	65,643	81,576		0	40,576
L Dorey	3424 SH:COUNSELING/TESTING	33,727		33,727		144,863	151,867		0	26,723
L Dorey	3425 SH CHORUS	12,994		12,994	0	22,271	30,613		0	4,652

**ACTON BOXBOROUGH REGIONAL SCHOOL DISTRICT  
SPECIAL REVENUE, REVOLVING, AND GIFT FUNDS  
6/30/2019**

Operating		Fund Balance 6/30/18	Reverse FY18 Open Enc.	Fund Balance 7/1/2018	Fund Balance Transfers	Receipts	Expenses	Prepaid Revenue Adj.	Encumber	Encumbered Balance as of 6/30/19
<b>JUNIOR HIGH</b>										
A Shen	3305 JUNIOR HIGH GIFTS	8,055		8,055		5,911	12,712		0	1,254
A Shen	3312 ABSAF:JH EXTRACURRICULAR	0		0	0	5,000	5,000		0	0
A Shen	3314 JOHN LORING MEMORIAL GIFT	0		0		0	0		0	0
A Shen	3317 EDFAAB GIFT - JH	0		0		0	0		0	0
A Shen	3327 DRAGONFLY THEATER	42,109		42,109		0	11,731		0	30,378
A Shen	3411 LOST BOOKS-JUNIOR HIGH	6,556		6,556		1,033	1,520		0	6,069
A Shen	3421 JH STORE REVOLVING	895		895		2,555	3,285		0	164
A Shen	3422 JH THEATER REVOLVING	7,659		7,659	0	22,198	23,748		0	6,112
<b>BLANCHARD</b>										
D Labb	3348 BLANCHARD GIFTS	7,792		7,792	0	12,682	12,310		0	8,163
D Labb	3408 BLANCHARD AM/PM XD	123,797		123,797	-65,000	180	29,711		0	29,265
D Labb	3355 BLANCHARD PIANO TUNING	1,000		1,000	0	0	475		0	525
<b>CONANT</b>										
D Sugrue	3334 CONANT PTO	0		0	0	25,104	24,623		0	481
D Sugrue	3343 CONANT ENRICHMENT GIFT	41,077		41,077	0	0	0		0	41,077
D Sugrue	3349 CONANT GIFTS	575		575		0	0		0	575
<b>DOUGLAS</b>										
C Whitbeck	3335 DOUGLAS PTO	0		0		44,020	43,583		0	438
C Whitbeck	3350 DOUGLAS GIFTS	0		0		0	0		0	0
C Whitbeck	3409 DOUG: DAWN/DUSK	169,911	340	170,250	-65,000	0	28,664		0	76,586
<b>GATES</b>										
L Newman	3336 GATES PTO	3,035		3,035	0	25,000	27,674		0	361
L Newman	3339 GATES GIFTS	15,381		15,381		5,000	5,112		0	15,269
L Newman	3344 GATES ENRICHMENT GIFT	82,254		82,254	0	1,680	0		0	83,934
<b>MCCARTHY TOWNE</b>										
D Krane	3337 MCCARTHY PTO	0		0	0	40,000	39,428		0	572
D Krane	3340 MCCARTHY TECHN	0		0		0	0		0	0
D Krane	3345 MCT ENRICHMENT GIFT	110,274		110,274	0	0	46,189		0	64,086
D Krane	3351 MCCARTHY TOWNE GIFTS	1,785		1,785		5	1,534		0	257
<b>MERRIAM</b>										
J Schneider	3338 MERRIAM PTO	6,845		6,845	0	78,000	80,110		0	4,735
J Schneider	3352 MERRIAM GIFTS	0		0		0	0		0	0
J Schneider	3410 MERRIAM AM/PM	97,934		97,934	-65,000	633	5,318		0	28,250
<b>Total Special Revenue and Revolving Funds</b>		<b>6,928,493</b>	<b>181,921</b>	<b>7,110,414</b>	<b>610,510</b>	<b>12,133,828</b>	<b>11,083,523</b>	<b>-366,930</b>	<b>99,410</b>	<b>8,304,889</b>

**ACTON BOXBOROUGH REGIONAL SCHOOL DISTRICT  
SPECIAL REVENUE, REVOLVING, AND GIFT FUNDS  
6/30/2019**

Operating		Fund Balance 6/30/18	Reverse FY18 Open Enc.	Fund Balance 7/1/2018	Fund Balance Transfers	Receipts	Expenses	Prepaid Revenue Adj.	Encumber	Encumbered Balance as of 6/30/19
<b>SCHOLARSHIPS</b>										
L Dorey	5001 SCH:DENNIS M KULSICK - Principal Restrict	12,150		12,150		9,050				21,200
L Dorey	5001 SCH:DENNIS M KULSICK - Interest	128		128		2,152	1,000		0	1,280
L Dorey	5003 SCH:A B JAMBOREE	2,362		2,362	0	36	150		0	2,247
L Dorey	5004 SCH:KATHERINE KINSLEY	29,425		29,425	0	454	200		0	29,679
L Dorey	5005 SCH:JAMES E KINSLEY	38,384		38,384	0	593	0		0	38,976
L Dorey	5006 SCH:AMERICAN LEGION 284 - Principal Res	34,000		34,000						34,000
L Dorey	5006 SCH:AMERICAN LEGION 284 - Interest	14,248		14,248		717	2,000		0	12,965
L Dorey	5008 SCH:J PRENDIVILLE III	10,202		10,202		144	1,000		0	9,345
L Dorey	5009 SCH:M&P SMOLTEES	16,215		16,215		236	4,000		0	12,451
L Dorey	5010 SCH:J DEBAGGIS	3,009		3,009		46	0		0	3,055
L Dorey	5011 SCH:R J GREY	13,204		13,204		204	0		0	13,408
L Dorey	5012 SCH:CHARLES BATTIT	19,021		19,021		291	800		0	18,512
L Dorey	5013 SCH:J SCOTT	0		0	0	0	0		0	0
L Dorey	5014 SCHOLARSHIP:GENERAL	2,308		2,308	500	12,079	9,500		0	5,387
L Dorey	5015 FRED S KENNEDY SCHOLARSHIP - Princip	1,400		1,400						1,400
L Dorey	5015 FRED S KENNEDY SCHOLARSHIP - Interest	32		32	0	22	0		0	54
L Dorey	5016 CHS BRUSIE MEMORIAL SCHOLARSH	2,618		2,618		33	2,000		0	651
L Dorey	5017 THOMAS MEAGHER SCHOLARSHIP	3,958		3,958		59	500		0	3,517
L Dorey	5018 R & E MATUSOW SCHOLARSHIP	5,019		5,019	0	770	600		0	5,189
L Dorey	5018 R & E MATUSOW SCHOLARSHIP - Principa	45,000		45,000						45,000
L Dorey	5020 SANDRA WILENSKY SCHOLARSHIP	638		638		8	500		0	147
L Dorey	5021 FREDERICK JOYCE MEMORIAL	142		142		2	0		0	144
L Dorey	5023 ALMA PARKHURST SCHOLARSHIP	11,167		11,167		161	3,000		0	8,328
D Labb	5024 P HALL SCHOLARSHIP-Principal Restricted	10,000		10,000						10,000
D Labb	5024 P HALL SCHOLARSHIP-Interest	4,803		4,803		651	500		0	4,954
<b>STUDENT ACTIVITIES</b>										
A Shen	6001 STU ACTIVITY FUND-JH	42,507		42,507		110,447	113,710		0	39,244
L Dorey	6002 STU ACTIVITY FUND-SH	146,147		146,147	0	274,876	319,260		0	101,762
D Labb	6003 STU ACTIVITY FUND-BL	19,098		19,098		29,111	34,897		0	13,313
<b>OPEB</b>										
D Verdolino	7001 OTHER POSTEMPLOYMENT BENEFITS	3,847,118		3,847,118		1,082,781	0			4,929,899
<b>Total Scholarship &amp; Agency Funds</b>		<b>4,334,302</b>	<b>0</b>	<b>4,334,302</b>	<b>500</b>	<b>1,524,922</b>	<b>493,617</b>	<b>0</b>	<b>0</b>	<b>5,366,107</b>
<b>Total All funds</b>		<b>11,262,795</b>	<b>181,921</b>	<b>11,444,716</b>	<b>611,010</b>	<b>13,658,750</b>	<b>11,577,140</b>	<b>-366,930</b>	<b>99,410</b>	<b>13,670,995</b>

## Acton Boxborough Regional Schools

FY19 Grants

June 30, 2019

				FY19 Budget	YTD	Enc	Total	Balance
3021	TITLE III ELA # F180	Project Duration 08/27/2018 - 08/30/2019						
FY19	CFDA# 84.385	DAWN BENTLEY						
Revenue								
3021R19	45401	3021R19 45401	FY19 REVENUE - FEDERAL - THRU STATE	40,557.00	40,557.00	0.00	40,557.00	0.00
3021R182	45401	3021R182 45401	FY18 CF REVENUE - FEDERAL - THRU STATE	31,078.49	31,078.00	0.00	31,078.00	-0.49
3021R173	45401	3021R173 45401	FY17 CARRYFORWARD REVENUE YR 3	3,880.00	3,880.00	0.00	3,880.00	0.00
Expense								
30211901	524009	30211901 524009	FY17 CF TTL III F180 ELA GRANT CONTRACTED SERVICES	3,680.00	3,680.00	0.00	3,680.00	0.00
30211902	543035	30211902 543035	FY17 CF TTL III F180 ELA GRANT SUPPLIES	200.00	200.00	0.00	200.00	0.00
30211903	514064	30211903 514064	FY18 CF TITLE III 180 ELA TEACHER	16,346.00	16,346.67	0.00	16,346.67	-0.67
30211904	516001	30211904 516001	FY18 CF TITLE III 180 GRANT ELA AIDES / PARAS	4,200.00	4,200.00	0.00	4,200.00	0.00
30211912	514005	30211912 514005	FY18 CF TITLE III 180 GRANT CHAIRPERSON-ELL	2,635.00	2,635.00	0.00	2,635.00	0.00
30211913	570031	30211913 570031	FY18 CF TITLE III 180 GRANT MASS TEACHERS RETIREMEI	237.00	237.00	0.00	237.00	0.00
30211905	524009	30211905 524009	FY18 CF TTL III 180 ELA GRANT CONTRACTED SERVICES	4,286.00	4,286.00	0.00	4,286.00	0.00
30211906	543035	30211906 543035	FY18 CF TITLE III 180 ELA SUPPLIES	2,734.49	2,733.82	0.00	2,733.82	0.67
30211907	543014	30211907 543014	FY18 CF TITLE III 180 ELA SOFTWARE LICENSING	-	-	-	0.00	0.00
30211908	524006	30211908 524006	FY18 CF TITLE III 180 ELA TRAVEL	640.00	640.00	0.00	640.00	0.00
30211909	514081	30211909 514081	CHAIRPERSON-ELL	32,185.00	32,185.17	0.00	32,185.17	-0.17
30211914	514900	30211914 514900	STIPENDS	0.00	0.00	0.00	0.00	0.00
30211910	524009	30211910 524009	TTL III 180 ELA GRANT CONTRACTED SERVICES	4,366.83	4,366.83	0.00	4,366.83	0.17
30211915	543088	30211915 543088	SUPPLIES - COMPUTERS	1,108.00	1,108.00	0.00	1,108.00	0.00
30211911	570031	30211911 570031	MASS TEACHERS RETIREMENT	2,897.00	2,897.00	0.00	2,897.00	0.00
3021		TITLE III ELA		75,515.49	75,515.49	0.00	75,515.49	0.00
3024	DIGITAL CONNECTIONS PARTNERSHIP							
CFDA#								
FY19		AMY BISIEWICZ						
Revenue								
3024R19	46000	3024R19 46000	REVENUE - STATE	62,845.14	62,845.14	0.00	62,845.14	0.00
Expense								
30241901	543088	30241901 543088	SUPPLIES - COMPUTERS	62,845.14	62,845.14	0.00	62,845.14	0.00
3024		DIGITAL CONNECTIONS PARTNERSHIP		62,845.14	62,845.14	0.00	62,845.14	0.00
3101	ESSENTIAL SCHOOL HEALTH SERVICES # S280							
FY19	DAWN BENTLEY	Project Duration 07/01/2018 - 06/30/2019						
Revenue								
3101R19	46000	3101R19 46000	REVENUE - STATE	69,700.00	69,700.00	0.00	69,700.00	0.00
Expense								
31011901	514044	31011901 514044	NURSE	44,904.00	49,008.44	0.00	49,008.44	-4,104.44
31011902	514705	31011902 514705	NURSE, SUBSTITUTE	11,000.00	7,730.00	0.00	7,730.00	3,270.00
31011901	514913	31011901 514913	STIPEND - R&D	1,200.00	1,200.00	0.00	1,200.00	0.00
31011903	524006	31011903 524006	CONF, TRAV, WORKSHOPS	2,800.00	2,949.00	0.00	2,949.00	-149.00
31011903	524113	31011903 524113	WEB CONSULTANT	3,220.00	3,241.05	0.00	3,241.05	-21.05
31011903	524161	31011903 524161	CONTR SVCS - TECHNOLOGY	1,000.00	1,000.00	0.00	1,000.00	0.00
31011904	543064	31011904 543064	SUPPLIES - OFFICE	800.00	486.24	0.00	486.24	313.76
31011904	543087	31011904 543087	INSTR TECHNOLOGY	4,776.00	4,085.27	0.00	4,085.27	690.73
3101		ESSENTIAL SCHOOL HEALTH SVCS		69,700.00	69,700.00	0.00	69,700.00	0.00
3109	UNITED WAY HEALTHY TEEN INITIATIVE							
FY19 Carryforward	LARRY DOREY							
Revenue								
3109R15	48401	3109R15 48401	GRANTS - PRIVATE	22,000.00	22,000.00		22,000.00	0.00
Expense								
310901	524009	310901 524009	CONTRACTED SERVICES	300.00	400.00	0.00	400.00	-100.00
310902	543021	310902 543021	SUPPLIES	21,700.00	21,099.96	0.00	21,099.96	600.04
3109		UNITED WAY HEALTHY TEEN INITIATIVE		22,000.00	21,499.96	0.00	21,499.96	500.04
3108	TOSHIBA							
FY19 Carryforward	LARRY DOREY							
Revenue								
3108R18	48400	3108R18 48400	RECEPTS - GIFT	1,000.00	1,000.00		1,000.00	0.00
Expense								
310802	543035	310802 543035	SUPPLIES	1,000.00	258.15		258.15	741.85
3108		TOSHIBA		1,000.00	258.15	0.00	258.15	741.85
Grant Revenue Summary								
		FEDERAL GRANT REVENUE		1,511,928.49	1,511,928.00	0.00	1,511,928.00	0.49
		STATE GRANT REVENUE		69,700.00	69,700.00	0.00	69,700.00	0.00
		PRIVATE / OTHER GRANT REVENUE		23,000.00	23,000.00	0.00	23,000.00	0.00
		TOTAL REVENUE		1,604,628.49	1,604,628.00	0.00	1,604,628.00	0.49
Grant Expenditure Summary								
		FEDERAL GRANT EXPENSES		1,552,485.49	1,552,485.49	0.00	1,552,485.49	0.00
		STATE GRANT EXPENSES		69,700.00	69,700.00	0.00	69,700.00	0.00
		PRIVATE / OTHER GRANT EXPENSES		23,000.00	21,768.11	0.00	21,768.11	1,231.89
		TOTAL EXPENSES		1,645,185.49	1,643,943.60	0.00	1,643,943.60	1,241.89





# Acton-Boxborough Regional School Committee

## Meeting Agenda Item Summary

<b>MEETING DATE</b>	9-19-19	<b>AGENDA ITEM NUMBER</b>	5.3
<b>AGENDA ITEM TITLE</b>	Capital Bond Update		
<b>PRESENTER(S)</b>	Dave Verdolino		
<b>SUMMARY OF TOPIC</b>	A brief discussion on the possible options for bonding some of our capital items (unrelated to the School Building Project) given the current favorable financial environment		

<b><u>WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?</u></b>			
		No action requested - this is a short update or presentation of information	
<b>X</b>		Request input and questions from the School Committee, but no vote required	
		Request formal action with a specific vote:	
		If formal action is requested, is this item being presented:	
		<input type="checkbox"/>	for the first time, with a request that the School Committee vote at a subsequent meeting OR
		<input type="checkbox"/>	with the request that the School Committee take action immediately

***If formal action is requested, include a suggested motion or contact Beth Petr.***

<b>SUGGESTED MOTION</b>	
<b>FOLLOW-UP</b>	
<b>APPROX. TIME FOR THE AGENDA ITEM (MIN.)</b>	5 min.
<b>ATTACHMENTS</b>	Memo in the addendum

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1



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Our **mission** is to develop engaged, well-balanced learners through collaborative, caring relationships

## Capital Improvement Project (CIP) Funding Update

September 19, 2019

ABRSD

2

## The Economic Reality Has Changed!

- Municipal Bond interest rates are at historic lows
- Wellesley recently issued \$4M bond at 1.52% net interest rate
- A-B's CIP Funding Plan assumed a 3.75% bond interest rate, 2.25% short-term rate; 2.0% now a more reasonable estimate
- Financial Advisor recommends issue \$7.5M bond early in calendar 2020 (coordinate with new school debt, if approved)
- Principal repayment would begin in FY2021 (one year earlier than original CIP plan); impact on cash flow but not plan scope

ABRSD

3

## How Does This Affect Our Planning?

Selected Comparative Highlights (Revised Funding Spreadsheet):

Difference

Total Projects Funded (13-year CIP):

Original Funding Plan: \$22,493,750

Revised Funding Plan: \$22,550,000 \$ 56,250

Total District Appropriated Funds:

Original Funding Plan: \$23,843,750

Revised Funding Plan: \$23,375,000 \$468,750

Total Interest Cost Saved (included in Appropriation):

Original Funding Plan: \$ 1,350,000

Revised Funding Plan: \$ 825,000 **\$525,000**

ABRSD

4

## To Be Continued...





## Acton-Boxborough Regional School Committee

### Meeting Agenda Item Summary

MEETING DATE	9-19-19	AGENDA ITEM NUMBER	5.4
AGENDA ITEM TITLE	School Building Committee Update		
PRESENTER(S)	Adam Klein		
SUMMARY OF TOPIC			
<b>WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?</b>			
<input checked="" type="checkbox"/>	No action requested - this is a short update or presentation of information		
<input type="checkbox"/>	Request input and questions from the School Committee, but no vote required		
<input type="checkbox"/>	Request formal action with a specific vote:		
<input type="checkbox"/>	If formal action is requested, is this item being presented:		
	<input type="checkbox"/>	for the first time, with a request that the School Committee vote at a subsequent meeting OR	
	<input type="checkbox"/>	with the request that the School Committee take action immediately	
<b><i>If formal action is requested, include a suggested motion or contact Beth Petr.</i></b>			
SUGGESTED MOTION			
FOLLOW-UP			
APPROX. TIME FOR THE AGENDA ITEM (MIN.)	5		
ATTACHMENTS	Current Flyer		

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## Douglas/Gates/Preschool Building Project



### Why and where are we building a new twin school?

The new building is being designed to accommodate three school programs: Douglas, Gates and the Carol Huebner Early Childhood Program (CHECP). By combining these programs into a single building we will have a solution for the two elementary schools and CHECP in 3 years rather than 10–15 years.

The proposed new Douglas/Gates/CHECP building is a product of years of planning and community input. It's designed for 990 elementary and 120 preschool students.

The new building will allow educators to deliver 21st century instruction in a safe and welcoming environment.

Will be located in West Acton on the current Gates property.



**SKANSKA**  
101 seaport boulevard  
suite 200  
hoston, ma 02210  
617.574.1400  
[www.skanska.com](http://www.skanska.com)

**Arrowstreet**  
10 post office square  
suite 700n  
hoston ma 02109  
617.623.5555  
[www.arrowstreet.com](http://www.arrowstreet.com)



## Douglas/Gates/Preschool Building Project



### What are some of the highlights of the new school?

- ✦ Updated STEAM Labs
- ✦ Expanded Media/Library Center
- ✦ More Indoor Gymnasium Space
- ✦ Additional Play Spaces
- ✦ Separate Identities for Douglas, Gates and CHECP
- ✦ Design considered cost-effectiveness, education design, and construction timeline

### What are the current cost estimates?

- ✦ Current MAXIMUM Estimated Cost: \$117.8M
- ✦ Minus Feasibility Study (already paid): \$1.3M  
\$116.5M
- ✦ Estimated MSBA reimbursement 34%: \$39.7M
- ✦ Estimated AB Share: \$76.9M
- ✦ Estimated Acton Share: \$65.3M (Estimated Single Family Home Property Tax Impact: \$450 - \$600)
- ✦ Estimated Boxborough Share: \$11.5M (Estimated Single Family Home Property Tax Impact: \$300 - \$450)

Please note all pictures are conceptual draft images



### Upcoming events:

- ✦ Monday, November 4<sup>th</sup> – Tour of Douglas at 6:30pm and forum at 7:00pm
- ✦ Thursday, November 14<sup>th</sup> – Forum at 7:00pm in Boxborough, location TBD
- ✦ Monday, December 2<sup>nd</sup> – Tour of Douglas at 6:30pm and forum at 7:00pm
- ✦ Tuesday, December 10<sup>th</sup> – Special Town Meetings in Acton and Boxborough at 7:00 pm

Follow us for updates!



@\_ABSBP



@abschoolbuildingproject



Acton-Boxborough School Building Project



Our web site: [https://www.abschools.org/district/superintendent\\_s\\_office/school\\_capital\\_\\_space\\_planning](https://www.abschools.org/district/superintendent_s_office/school_capital__space_planning)



# **Acton-Boxborough Regional School Committee** **Meeting Agenda Item Summary**

<b>MEETING DATE</b>	9-19-19	<b>AGENDA ITEM NUMBER</b>	5.5 and 5.6
<b>AGENDA ITEM TITLE</b>	Subcommittee Business and SC Liaison Reports		
<b>PRESENTER(S)</b>	Various		
<b>SUMMARY OF TOPIC</b>	Debt Strategy and Budget Subcommittees have met this week. ALG meets on Sept 19. BLG met on Sept 10.		

<b><u>WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?</u></b>			
<input checked="" type="checkbox"/>	No action requested - this is a short update or presentation of information		
<input type="checkbox"/>	Request input and questions from the School Committee, but no vote required		
<input type="checkbox"/>	Request formal action with a specific vote:		
	If formal action is requested, is this item being presented:		
	<input type="checkbox"/>	for the first time, with a request that the School Committee vote at a subsequent meeting OR	
	<input type="checkbox"/>	with the request that the School Committee take action immediately	

***If formal action is requested, include a suggested motion or contact Beth Petr.***

<b>SUGGESTED MOTION</b>	
<b>FOLLOW-UP</b>	
<b>APPROX. TIME FOR THE AGENDA ITEM (MIN.)</b>	10 minutes
<b>ATTACHMENTS</b>	

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# Acton-Boxborough Regional School District

15 Charter Road - Acton, MA 01720  
[www.abschools.org](http://www.abschools.org)

**Finance Department**  
David A. Verdolino, Director  
(978) 264-4700  
[dverdolino@abschools.org](mailto:dverdolino@abschools.org)

To: Superintendent, School Committee  
From: Dave Verdolino  
Re: Recommendation of Debt Strategy Subcommittee  
Date: September 17, 2019

Peter, Members –

The Debt Strategy Subcommittee has held three public meetings for the purpose of evaluating options with respect to financing of the proposed new twin elementary school, subject to successful votes by both towns in December. The purpose of this memo is to summarize our work and present our consensus recommendation.

The Subcommittee membership is comprised of the following individuals:

Dave Verdolino (Chair), ABRSD Director of Finance  
Margaret Dennehy, ABRSD Treasurer  
Steve Barrett, Town of Acton Director of Finance  
Jennifer Barrett, Boxborough Town Accountant  
Jason Cole, Acton Finance Committee  
Gary Kushner, Boxborough Finance Committee  
John Petersen, and Michael Bo, ABRSD School Committee

In addition, these representatives from Hilltop Securities, Inc., the District's financial advisory firm (FA), also attended our meetings:

Peter Frazier, Managing Director  
Kristy Tofuri, Director

During its meetings, the Subcommittee was presented with a variety of financing models prepared by Hilltop. For the purpose of comparative evaluation of certain variable options (see below), these models made use of the following overall project cost and MSBA reimbursement assumptions, based on the following information provided by the School Building Committee:

Total estimated project amount	\$117,833,519
Total District est. share of principal to be bonded	\$ 76,855,000
Estimated allocation of future debt service between towns:	85% - Acton 15% - Boxborough
Current average single-family home assessed value:	\$590,000 - Acton \$610,000 - Boxborough
Projected bond interest rate (see discussion below)	3.00%



The previous estimates/assumptions are generally outside the control of the District, whereas the following variables relate to aspects of the proposed debt issuance over which the District's Treasurer (who is legally authorized to act as the District's agent in such a bond sale) has the ability to choose.

Variable Debt Options:

- Timing (issue bonds at the start of the project vs. short-term borrow for 2-3 years)
- Term (total length of bond repayment between 20 years to (maximum) 30 years)
- Structure (level annual principal payment vs. level annual total payments)
- Alternative Structure (to incorporate the debt service on existing District exempt debt and minimize the greatest yearly impact on taxpayers)

The Subcommittee thoroughly considered the above options with the objective of presenting a recommendation to the School Committee that supports presentation to taxpayers of both communities:

1. A reasonably-estimated and narrowly-bounded range of what the impact will be to average taxpayers of both communities from the new school debt;
2. Rationale for any variable(s) for which there was Subcommittee consensus;
3. Clearly defining the factors which result in the presentation of a tax impact range (versus a single number);
4. Identifying any factor(s) underlying the recommendation which could change before the debt is actually issued, and the estimated impact of such change(s).

The Subcommittee achieved consensus that, upon successful votes by both towns, the District should immediately proceed with steps that would lead to a bond issue sometime in early 2020. We were presented with information suggesting that interest rates on recent government debt issues are at historic lows. As a result, the Subcommittee believes it would be prudent to take advantage of such low rates and forego the need to borrow on a short-term basis. Therefore, it is the Subcommittee's consensus to proceed with issuance of bonds in, say, February-March, 2020 and avoid the perceived inevitable risk that long-term rates might increase toward more "normal" levels.

The models on which our comparisons were based assumed the following long-term borrowing rates:

<u>Debt Term</u>	<u>Int. Rate</u>
30 years	2.75%
25 years	2.50%
20 years	2.25%

Those rates were suggested based on recent bond market experience, provided by our FA. However, in arriving at the conclusion which follows below, we adjusted the projected interest rate to 3.0%, and the impact of an incremental change in the actual interest rate of 0.25% (1/4 of 1%) is also presented.

The Subcommittee also achieved consensus that, with historically low bond interest rates, the debt should be issued for a longer (versus shorter) term; therefore, we excluded consideration of 20-year bonds from further review.

There was consensus that, because the cost of borrowing was projected to be so historically low, the District should maximize the borrowing term (30 years); however, the Subcommittee believes that consideration may be given to a 25-year term. Therefore, the recommendation below will indicate a range based on 25-year versus 30-year bonds.

There was general agreement toward structuring the debt on a level total payment (versus level principal) basis. This will lower the debt service in the earlier years of the bond, with a similar effect on property taxes. It was noted that the existing Junior High and Senior High borrowing was done with an essentially similar structure of level total payments.

In summary, the consensus recommendation of the Subcommittee, which we termed the “default” for purposes of presenting the projected estimated average tax impact, would include the following variable assumptions about the issuance of the new school debt:

Issue permanent debt early (Feb.-Mar.) 2020, with no short-term borrowing;  
Structure debt with level annual total payments over 25-year or 30-year term;  
Estimated bond interest rate of 3.0%;

It must be understood that the projection of 3.0%, even though a higher rate than that for which recent debt issues have sold, is an estimate, subject to the vagaries of national and worldwide economics. Similarly, the projected total amount of borrowing (\$76,855,000) is an estimate; the actual project cost, MSBA reimbursement, and resulting borrowing need will be determined with more precision in the upcoming months. But both represent the best information at hand and can be used to quantify the resulting estimated impact to the so-called average taxpayer of both towns, which is as follows:

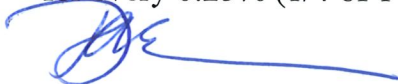
Estimated incremental annual tax impact to average taxpayer –

Acton (\$590K average value)	\$498 (25-year debt)
	\$442 (30-year debt)
Boxborough (\$610K average value)	\$346 (25-year debt)
	\$307 (30-year debt)

Therefore, based on the Subcommittee’s consensus for the “default” conditions under which the new school bonds are projected to be sold, **the estimated annual impact to the Acton taxpayer would be \$442-498 and to the Boxborough taxpayer would be \$307-346**; those ranges reflect the ultimate decision whether to issue the bonds over a 25-year (higher annual impact) or 30-year (lower annual impact) term.

Note that both towns will continue to pay off debt associated with the Junior High and High Schools, through FY2025. That debt service costs an average taxpayer \$210 (Acton) and \$92 (Boxborough), respectively, each year through FY2025.

With respect to the sensitivity of assuming interest rate of 3.0%, the actual bond rate will likely vary from 3.0%, and the above ranges would have to be adjusted. If the actual bond rate exceeds (or is less than) 3.0%, add (or subtract) \$14 (Acton) and \$10 (Boxborough) for every 0.25% (1/4 of 1%) of variance from the dollar amounts shown above.





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## Debt Strategy Subcommittee Report & Recommendations

September 19, 2019

ABRSD

2

### The Economic Reality Has Changed!

- Municipal Bond interest rates are at historic lows; long-term and short-term rates are converging
- Recent long-term debt issues have been below 3% interest
- Project financial models initially assumed long-term interest rate of 4%+ and short-term (BAN) rate of 2.5%; current market conditions have dramatically changed
- Opportunity to lock in favorable interest rate over a longer term, more closely aligning with expected life of the building

## Debt Strategy Subcommittee

Authorized this spring by School Committee; members:

- Dave Verdolino (chair), Margaret Dennehy (ABRSD Treasurer)
- John Petersen and Michael Bo
- Jason Cole and Gary Kushner
- Steve Barrett/Brian McMullen and Jennifer Barrett

Also participating:

- Peter Frazier and Kristy Tofuri (Hilltop Securities, District FA)

Three meetings:

- June 19 - August 12 - September 16

## Underlying Assumptions and Estimates

- Estimated Project amount \$117.8 million
- Estimated District share (after MSBA) \$ 76.8 million  
(above data provided by Building Committee)
- Estimated split of future debt service costs:  
Acton – 85%, Boxborough 15% (varies w/ future enrollment)
- Current average single-family home assessed value:  
Acton - \$590K Boxborough - \$610K
- Estimated 25-30 year bond interest rate 3.0%

***Note (four times above) use of the word “estimate”***

ABRSD

5 5

## Financing Options and Variables

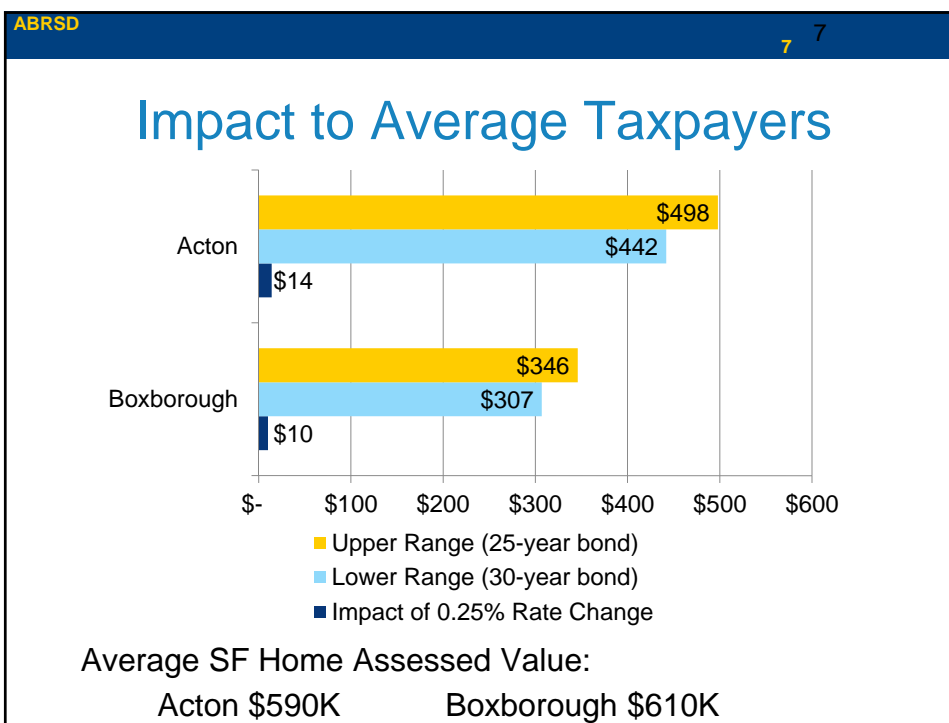
- Timing – bond right away or borrow short-term?
- Term – 20 years to 30 years (legal maximum)
- Structure – level annual principal (declining interest)  
versus  
level total payment (like a home mortgage)
- Alternatives? –
  1. recognition of existing debt service (from pre-regionalization) through FY2025
  2. consideration of “hybrid” structure
  3. other currently unforeseen circumstances

ABRSD

6 6

## Subcommittee Recommendation

- Timing – bond right away (NO short-term);  
lock in favorable long-term interest rate asap
- Term – 30 years to 25 years  
time value of money; closer to life of building
- Structure – level total payment (like a home mortgage)  
reduces maximum impact to taxpayers
- Alternatives? – deferred any action
  1. tax impact range data should disclose existing debt service cost to A&B taxpayers
  2. consideration of “hybrid” structure, etc. the purview of the District Treasurer at issuance



ABRSD 8 8

## Next Steps

- Project approval – towns vote in December
- Monitor economics
- Bond sale due diligence
- Consolidate w/ other issues?
- Final debt terms – “packaged” for bids
  - Considerations:
    - > Timing of sale (2020)
    - > Economics (interest rates, etc.)
    - > Structure (input from FA)
    - > Transparency



ACTON LEADERSHIP GROUP AGENDA  
SEPTEMBER 19, 2019  
7:30 AM  
ROOM 204, ACTON TOWN HALL, 472 MAIN STREET

I. **Regular Business**

1. Approve Meeting Minutes, July 31 and August 29, 2019

II. **New/Special Business**

2. FY20 Update
3. Review of Multi-Year Financial Model
4. Discussion of FY21 Revenue Projections
5. School Building Update
6. West Acton Sewer Discussion
7. Minuteman Vocational Technical High School Discussion
8. North Acton Fire Station Update
9. Discuss December Special Town Meeting and Special Town Election
10. Discuss Future Meeting Schedule
11. Finance Committee Draft Point of View
12. Public Comment
13. Adjourn

Additional materials can be found here: <http://doc.acton-ma.gov/dsweb/View/Collection-11418>

*The listed agenda items are those reasonably anticipated by the Chair. Not all items may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law. Reasonable accommodations for people with disabilities are available upon request. Include a description of the accommodation you will need, including as much detail as you can and include a way we can contact you if we need more information. Please allow advance notice. Send an e-mail to [manager@actonma.gov](mailto:manager@actonma.gov) or call Town Manager's Office (978)929-6611*

For more information about Acton Leadership Group contact [manager@actonma.gov](mailto:manager@actonma.gov)  
or 978-929-6611

# Town of Acton Multi-Year Financial Model

Prepared by the Board of Selectmen, School Committee, and Finance Committee

19-Sep-19

Summary	Budget FY20	Projection FY21	Projection FY22	Projection FY23
<b>Municipal Funding Sources:</b>				
Tax Levy (excluding debt exclusion)	\$ 86,495,027	\$ 89,376,953	\$ 92,328,877	\$ 95,354,598
State Aid	\$ 1,398,000	\$ 1,398,000	\$ 1,398,000	\$ 1,411,980
Local Receipts	\$ 5,562,104	\$ 5,616,555	\$ 5,671,551	\$ 5,671,551
Debt Exclusion	\$ 2,512,627	\$ 2,500,163	\$ 2,444,653	\$ 2,400,384
Preliminary estimate of North Acton Fire Station Debt - vote required	\$ -	\$ 550,000	\$ 550,000	\$ 550,000
Preliminary estimate of ABRSD Elementary School Debt - vote required	\$ -	\$ 2,000,000	\$ 2,050,000	\$ 2,100,000
Preliminary estimate of Minuteman Building Project Debt - vote required	\$ -	\$ 423,824	\$ 507,547	\$ 546,947
SBAB Reimbursement	\$ 923,000	\$ 923,000	\$ 923,000	\$ 923,000
Add: Town Reserves (for capital)	\$ 1,701,157	\$ 1,300,000	\$ 1,300,000	\$ 1,000,000
<b>Acton Total Funding Sources</b>	<b>\$ 98,591,915</b>	<b>\$ 104,088,495</b>	<b>\$ 107,173,627</b>	<b>\$ 109,958,460</b>
<b>Allocation to Budgets</b>				
<b>Municipal Budget</b>	<b>\$ 35,861,539</b>	<b>\$ 37,206,347</b>	<b>\$ 38,601,585</b>	<b>\$ 40,049,144</b>
Municipal Budget % Change	3.75%	3.75%	3.75%	3.75%
Preliminary estimate of North Acton Fire Station Debt	\$ -	\$ 550,000	\$ 550,000	\$ 550,000
<b>Total Municipal Budget</b>	<b>\$ 35,861,539</b>	<b>\$ 37,756,347</b>	<b>\$ 39,151,585</b>	<b>\$ 40,599,144</b>
Municipal Budget % Change - With New Debt	3.75%	5.28%	3.70%	3.70%
<b>ABRSD Assessment</b>	<b>\$ 61,235,254</b>	<b>\$ 63,822,900</b>	<b>\$ 65,910,600</b>	<b>\$ 68,217,471</b>
ABRSD Assessment % Change	2.09%	4.23%	3.27%	3.50%
Preliminary estimate of ABRSD Elementary School Debt	\$ -	\$ 2,000,000	\$ 2,050,000	\$ 2,100,000
<b>Total ABRSD Assessment</b>	<b>\$ 61,235,254</b>	<b>\$ 65,822,900</b>	<b>\$ 67,960,600</b>	<b>\$ 70,317,471</b>
ABRSD Assessment % Change - With New Debt	2.09%	7.49%	3.25%	3.47%
<b>Minuteman Assessment</b>	<b>\$ 1,163,946</b>	<b>\$ 1,263,946</b>	<b>\$ 1,363,946</b>	<b>\$ 1,463,946</b>
Minuteman Assessment % Change		8.59%	7.91%	7.33%
Preliminary estimate of Minuteman Building Project Debt	\$ 291,735	\$ 423,824	\$ 507,547	\$ 546,947
<b>Total Minuteman Assessment</b>	<b>\$ 1,455,681</b>	<b>\$ 1,687,770</b>	<b>\$ 1,871,493</b>	<b>\$ 2,010,893</b>
Minuteman Assessment % Change - With New Debt	11.65%	15.94%	10.89%	7.45%
<b>Total Acton Budgets</b>	<b>\$ 98,552,474</b>	<b>\$ 105,267,017</b>	<b>\$ 108,983,678</b>	<b>\$ 112,927,508</b>
<b>Net Position</b>	<b>\$ 39,441</b>	<b>\$ (1,178,522)</b>	<b>\$ (1,810,051)</b>	<b>\$ (2,969,048)</b>

Table 6 Data	FY20 ABRSD Revenues	FY21 ABRSD Revenues	FY22 ABRSD Revenues	FY23 ABRSD Revenues
<b>ABRSD Funding Sources:</b>				
State Aid Ch.70	\$ 15,140,000	\$ 15,280,000	\$ 15,280,000	\$ 15,280,000
Transportation	\$ 1,700,000	\$ 1,762,900	\$ 1,762,900	\$ 1,762,900
Regional Bonus Aid & Misc Revenue	\$ 275,000	\$ 275,000	\$ 275,000	\$ 275,000
Charter School Aid	\$ 35,000	\$ 35,000	\$ 35,000	\$ 35,000
Excess & Deficiency	\$ 585,120	\$ 585,120	\$ 585,120	\$ 585,120
<b>Total</b>	<b>\$ 17,735,120</b>	<b>\$ 17,938,020</b>	<b>\$ 17,938,020</b>	<b>\$ 17,938,020</b>

<b>Additional OPEB Contribution</b>	<b>\$ 1,500,000</b>	<b>\$ 1,500,000</b>	<b>\$ 1,500,000</b>	<b>\$ 1,500,000</b>
-------------------------------------	---------------------	---------------------	---------------------	---------------------

Town of Acton - Tax Impact	FY20	FY21	FY22	FY23
<b>Total Valuation ('000s)</b>	<b>\$ 4,570,555</b>	<b>\$ 4,707,672</b>	<b>\$ 4,848,902</b>	<b>\$ 4,994,369</b>
Tax Rate	\$ 19.52	\$ 20.23	\$ 20.28	\$ 20.30
SF Value	\$ 601,844	\$ 619,900	\$ 638,497	\$ 657,652
% Change in SF Value	3.00%	3.00%	3.00%	3.00%
SF Tax Bill	\$ 11,745	\$ 12,542	\$ 12,946	\$ 13,352
% Change in SF Tax Bill	3.78%	6.78%	3.22%	3.14%
\$ Change in SF Tax Bill	\$ 427	\$ 797	\$ 404	\$ 406





**Acton Nursing Services** is offering a Flu Clinic for ALL

ABRSD students, families and staff!

October 15th, 16th and 17th

3:00 PM—6:30 PM

In the Health Office at the High School

Please bring your health insurance card with you. If you do not have insurance you will not be turned away.

Questions?

Please call the Acton Nursing Services at 978-929-6650 or email

[nursing@acton-ma.gov](mailto:nursing@acton-ma.gov)

**\*\*Vaccine is given on a first come, first serve basis and is limited\*\***

**Acton-Boxborough Regional School Committee 2019-2020**  
**Subcommittees & Assignments**

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**ASSIGNMENTS:**

CASE Board Member	Superintendent Peter Light
EDCO School Committee Leadership Liaison/Round Table	Diane Baum, Nora Shine, Angie Tso
EDCO Board Member (voting member)	Superintendent Peter Light
EDCO Advisory Member (non-voting member)	Tessa McKinley
Health Insurance Trust (HIT) Representative	John Petersen ( <i>chair</i> )
PTSO Liaison Coordinator	Diane Baum, Tessa McKinley, Angie Tso
Special Education Parent Advisory Committee Liaison	Diane Baum, Tessa McKinley
Acton Leadership Group (ALG) Representatives	Diane Baum, Amy Krishnamurthy
Acton Board of Selectmen Liaison	Paul Murphy
Acton Finance Committee Liaison	Diane Baum, John Petersen ( <i>back up</i> )
OPEB Trust Fund Board of Advisors	ABRSC Chairperson, Tessa McKinley
Boxborough Leadership Forum (BLF) Representatives	All Boxborough Members
Boxborough Select Board Liaison	Tessa McKinley
Boxborough Finance Committee Liaison	Nora Shine
Minuteman Tech Liaison/SC Rep to Acton MMT Working Group	Angie Tso
Danny's Place Youth Services Advisory Board	Amy Krishnamurthy
Legislative Liaison	Ginny Kremer

**SUBCOMMITTEES:**

Budget Subcommittee	Diane Baum ( <i>chair</i> ), Adam Klein, Tessa McKinley, John Petersen, Angie Tso
Calendar Survey Subcommittee	Michael Bo, Tessa McKinley, Maya Minkin
Capital Improvement Subcommittee	Adam Klein ( <i>chair</i> ), Paul Murphy, John Petersen
Debt Strategy Subcommittee	Michael Bo, John Petersen
Negotiations Subcommittee	Amy Krishnamurthy, Tessa McKinley, Paul Murphy, John Petersen
Policy Subcommittee	Amy Krishnamurthy ( <i>chair</i> ), Michael Bo, Ginny Kremer, Maya Minkin, Nora Shine
School Building Committee	Adam Klein, Amy Krishnamurthy, Maya Minkin
Warrant Signature Subcommittee	Diane Baum, Amy Krishnamurthy, Tessa McKinley, Paul Murphy, Angie Tso

*September 18, 2019*



*Acton-Boxborough Regional School District*  
**Superintendent's Office**  
 16 Charter Road  
 Acton, MA 01720  
 978-264-4700 [www.abschools.org](http://www.abschools.org)

TO: Margaret Dennehy, District Treasurer

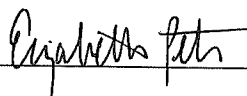
FROM: Elizabeth Petr, Clerk of the Acton-Boxborough Regional School Committee (ABRSC)

RE: Change to Members of the Board of Advisors of the OPEB Trust Fund

DATE: August 1, 2019

Per the Other Post –Employment Benefits (OPEB) Trust Fund Agreement approved by the Acton-Boxborough Regional School Committee on 12/6/12, I hereby certify that Superintendent Peter Light has appointed the following members to the Board of Advisors of the ABRSD OPEB Trust Fund:

- David Verdolino, ABRSD Director of Finance
- Steve Noone, Acton Finance Committee
- Gary Kushner, Boxborough Finance Committee
- Tessa McKinley, Acton-Boxborough Regional School Committee Chairperson, ex officio

  
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 Elizabeth Petr  
 Clerk, ABRSC