



Acton-Boxborough Regional School Committee Meeting

August 26, 2021

7:00 p.m.

Admin Building Auditorium and a
Virtual Public Meeting

To attend: <https://www.youtube.com/actontv1>

To preregister for Public Participation/Comment
(required unless you are in the auditorium):

https://abschools.zoom.us/webinar/register/WN_pjsINdeeSpOWIJGTQIAT7Q

(pre-registration must be submitted 24 hours prior to the start of the meeting)

ACTON-BOXBOROUGH REGIONAL SCHOOL COMMITTEE (ABRSC)
MEETING AGENDA (*Revised)

Administration Building Auditorium
15 Charter Road, Acton

August 26, 2021
7:00 p.m.

To view the meeting virtually (no participation): <https://www.youtube.com/actontv1>

To make a public comment (two options):

1. In-person - please wear a mask
2. Virtually - preregister for Public Comment (required for virtual):
(pre-registration must be submitted 24 hours prior to the start of the meeting)
https://abschools.zoom.us/webinar/register/WN_pjslNdeeSpOWIJGTQIAT7Q

-
1. **Call to Order (7:00)**
 2. **Chairperson's Welcome - Adam Klein**
 3. **Public Participation - See above**
Virtual participation requires preregistration 24 hours prior to the start of the meeting.
 4. **ONGOING BUSINESS (7:10)**
 - a. **School Opening Update & Discussion – Peter Light**
 - b. **Consent Agenda/Action Items (7:30)**
 - i. Approval of ABRSC Meeting Minutes of 7/20/21 – **VOTE** – Adam Klein
 - ii. Recommendation to Set the Imprest Balance of the Student Activity Checking Accounts for FY22 - **VOTE** - Peter Light
 - iii. Approval of Change of Members of the Other Post Employment Benefits (OPEB) Trust Fund Board of Advisors - **VOTE** – Peter Light
 - iv. Recommendation to Approve FY22 EDCO Board Member Peter Light and Advisory Member Adam Klein – **VOTE** – Adam Klein
 - v. Recommendation to Approve Gift of \$1,000 from MA State Science Fair, Inc. to the ABRHS Sanofi-Genzyme Grant – **VOTE** – Peter Light
 - c. **Subcommittee and Member Reports**
 - i. School Building Naming Update - Amy Krishnamurthy
 - ii. School Building Committee Update –Peter Light
 1. Meeting Minutes
 - iii. Acton Leadership Group (ALG) Update - John Petersen
 - iv. FY22 Assignments and Liaisons - ~~Possible~~ **VOTE** – Adam Klein
 - d. **Statement of Warrants and Recommendation to Approve – VOTE** – Adam Klein
 5. **FYI**
 - a. ~~ABRSC FY22 Meetings and Members~~
 6. **Adjourn (8:15)**

Posted on 8/23/21 at 4:30 p.m. *Reposted 8/24/21 at 3:30 p.m. to add “Consent Agenda” (4.b), Names to EDCO members (4.b.iv) and ALG update (5.c.iii)

NEXT MEETINGS: September 9 & 23 ABRSC at 7:00 p.m.

ACTON-BOXBOROUGH REGIONAL SCHOOL COMMITTEE (ABRSC)
WORKSHOP and REORGANIZATIONAL MEETING DRAFT MINUTES

Administration Building Auditorium
15 Charter Road, Acton

July 20, 2021
6:00 p.m. Workshop
8:30 p.m. (approx) Reorganizational Meeting

Members Present: Evelyn Abayaah-Issah, Ben Bloomenthal, Kyra Cook, Adam Klein, Ginny Kremer, Amy Krishnamurthy, Tessa McKinley, John Petersen, Andrew Schwartz, Nora Shine, Yebin Wang
Members Absent: none
Others: Marie Altieri, Peter Light, Beth Petr

1. The ABRSC was called to order at 6:00 p.m. by Chairperson Tessa McKinley.
Chairperson's Welcome - Tessa McKinley

Tessa welcomed everyone to the auditorium and stated that because the meeting was mainly the annual workshop, Acton TV was not recording. She introduced Dr. Evans.

2. **Annual Summer Workshop with [Rob Evans](#), Ed.D.**

Dr. Evans led a discussion about the importance of Committee members getting to know each other. Members shared how covid affected them and their families this past year and the loss of social connections. Dr. Evans added that people often don't remember what a teacher taught them, but they do remember how they connected with them.

Dr. Evans asked members to consider if they felt they were efficient about making good decisions, or were taking too much time. Members agreed that with so many new members in the group, it has taken time but they have "grown by leaps and bounds" and they now feel fairly efficient. A few members have done a lot of work in the past and it is not easy to spread the responsibilities evenly due to the Committee's structure.

Comments included:

- People generally don't understand why equity is so important.
- School Committee has been a microcosm of the nation during covid and it has been challenging to do some of the work.
- One of the greatest things we face now is the amount of change in the community in past 5 years.
- The turnover of the Committee is similar to the administrative team. The Committee needs to hone in on what processes and procedures should be in place to do the work they now want to do.
- Mentorship is very important for new members. It's difficult to not be able to ask questions in person. The Member Guidebook is very helpful.

- New members need to understand the range of responsibilities regarding the subcommittees and liaisons.
- Credibility is essential for the School Committee.
- Implementing the 5 year strategy was disrupted by the pandemic. We should be sure the community is aware of this plan and communicate it more effectively.
- Knowledge owners have to shift the power by sharing the knowledge.
- Clarity of the Committee's writing is very important.

Members discussed what mechanisms should be used to reach the public with consistent messages from the Committee. AB has not had a social media policy for the Committee and Tessa spent a lot of time doing that this past year. Sharing a unified vision and goals are key. Members liked the idea of going out to various community groups on occasion to listen to their comments and questions. The senior centers were one example. The liaisons between town committees are very important because they build relationships. This is particularly true after the pandemic and all the challenges it created. Dr. Evans noted that he saw great potential and good energy in the Committee.

3. REORGANIZATIONAL BUSINESS

- a. Consent Agenda - **VOTE** - *Tessa McKinley*
 - i. Approval of Meeting Minutes of 6/17/21
 - ii. Approval of Corrected Meeting Minutes of 6/10/21 (*name added*)
Amy Krishnamurthy moved, Ginny Kremer seconded and it was unanimously,
VOTED: to approve the consent agenda.
- b. Recommendation to Approve Revised List of School Building Committee Members - **VOTE** - *Adam Klein*
Kyra Cook moved, Amy Krishnamurthy seconded and it was unanimously,
VOTED: to approve the revised list of School Building Committee members to add Jennifer Campbell as the Boxborough Select Board rep, and change Maria Neyland's designation from Boxborough Select Board rep to Community Member.
- c. Appointments - *Tessa McKinley*
Per our Regional Agreement and policy BDA, the Committee appoints the District Treasurer and School Committee Executive Secretary annually.
 - i. Recommendation to Appoint Margaret Dennehy as ABRSD Treasurer – **VOTE**
Evelyn Abayaah-Issah moved, Adam Klein seconded and it was unanimously,
VOTED: to appoint Margaret Dennehy as ABRSD Treasurer.
 - ii. Recommendation to Appoint Beth Petr as ABRSC Executive Secretary – **VOTE**
John Petersen moved Ben Bloomenthal seconded and it was unanimously,

- VOTED**: to appoint Beth Petr as ABRSC Executive Secretary.
- iii. Recommendation to Appoint Andrew Shen as ABRSD Records Access Officer - **VOTE**
 Ginny Kremer moved, Kyra Cook seconded and it was unanimously, **VOTED**: to appoint Andrew Shen as ABRSD Records Access Officer.
 - d. Election of Acton-Boxborough Regional School Committee Officers for FY22 - *Peter Light (Terms begin August 1)*
 - i. FYI: School Committee Annual Organizational Meeting policy & procedures BDA and School Committee Officers policy BDB
 Mr. Light reviewed the procedures:
 1. First, the floor would be opened for nominations for the position of Chairperson for FY22. Members could nominate another member or themselves and a second is not needed. Once nominations for the position are in, a vote would be taken to close those nominations.
 2. Once nominations are closed, each nominee would be given a chance to speak and then members could speak in support of a candidate as well.
 3. Voting would be done by roll call per our procedures. Each member votes for one candidate. A candidate must have a majority of weighted votes to be elected. The Candidate with the most weighted votes would be declared the new Chairperson, unless no candidate received a majority vote. In that case, additional roll call votes would be taken.
 - ii. ABRSC Chairperson - **VOTE**
 1. Mr. Light opened the floor for nominations for the position of ABRSC Chairperson for FY22.
 Amy Krishnamurthy nominated Adam Klein. Ginny Kremer seconded Adam. Yebin Wang nominated John Petersen. Amy Krishnamurthy seconded John.
 Amy Krishnamurthy moved, Ben Bloomenthal seconded and it was unanimously,
VOTED by roll call: to declare that nominations are closed. (YES: Abayaah-Issah, Bloomenthal, Cook, Klein, Kremer, Krishnamurthy, McKinley, Petersen, Schwartz, Shine, Wang)
 Yebin Wang spoke in favor of John Petersen. Amy Krishnamurthy, Ginny Kremer and Nora Shine spoke in favor of Adam Klein.

 Members of the Committee **VOTED by roll call** for one candidate. (Abayaah-Issah = Klein, Bloomenthal = Klein, Cook = Klein, Klein = Klein, Kremer = Klein, Krishnamurthy = Klein, McKinley = Klein, Petersen = Petersen, Schwartz = Klein, Shine = Klein, Wang = Petersen)

- a. The vote was 5 members from Acton X 2.5 and 4 members from Boxborough X 1 for Adam Klein so that would be a total of 16.5 for Adam Klein.
- b. The vote is 2 members from Acton X 2.5 and 0 members from Boxborough X 1 for John Petersen so that would be a total of 5 for John Petersen.

Adam Klein was named the FY22 Chairperson.

iii. ABRSC Vice Chairperson from Acton – **VOTE**

Tessa McKinley opened the floor for nominations for Vice Chair from Acton. John Petersen nominated Kyra Cook. Adam Klein seconded Kyra. Amy Krishnamurthy moved, Ben Bloomenthal seconded and it was unanimously,

VOTED by roll call: to declare that nominations are closed. (YES: Abayaah-Issah, Bloomenthal, Cook, Klein, Kremer, Krishnamurthy, McKinley, Petersen, Schwartz, Shine, Wang)

Members of the Committee **VOTED by roll call** for one candidate. (Abayaah-Issah = Cook, Bloomenthal = Cook, Cook = Cook, Klein = Cook, Kremer = Cook, Krishnamurthy = Cook, McKinley = Cook, Petersen = Cook, Schwartz = Cook, Shine = Cook, Wang = Cook) Kyra Cook was unanimously named the FY22 Vice Chairperson from Acton.

iv. Vice Chairperson from Boxborough – **VOTE**

Tessa McKinley opened the floor for nominations for Vice Chair from Boxborough. Evelyn Abayaah-Issah nominated Tessa McKinley. Adam Klein seconded Tessa. Kyra Cook nominated Nora Shine. Amy Krishnamurthy seconded Nora. Ginny Kremer moved, Adam Klein seconded and it was unanimously,

VOTED by roll call: to declare that nominations are closed. (YES: Abayaah-Issah, Bloomenthal, Cook, Klein, Kremer, Krishnamurthy, McKinley, Petersen, Schwartz, Shine, Wang)

Tessa McKinley respectfully declined the nomination. Nora Shine appreciated the nomination and clarified a question.

Members of the Committee **VOTED by roll call** for one candidate. (Abayaah-Issah = Shine, Bloomenthal = Shine, Cook = Shine, Klein = Shine, Kremer = Shine, Krishnamurthy = Shine, McKinley = Shine, Petersen = Shine, Schwartz = Shine, Shine = Shine, Wang = Shine)

Nora Shine was unanimously named the FY22 Vice Chairperson from Boxborough.

- e. Statement of Warrants and Recommendation to Approve - **VOTE** - Tessa McKinley

Adam Klein moved, Tessa McKinley seconded and it was unanimously, **VOTED**: to approve the warrants, see memo.

4. **Adjourn**

At 9:20 pm, John Petersen moved, Ben Bloomenthal seconded and it was unanimously **VOTED** to adjourn the ABRSC.

Respectfully submitted,
Beth Petr

List of Documents Used: see agenda



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: School Committee
From: Dave Verdolino
Re: Student Activity Account Funds; required annual reauthorization
Date: July 14, 2021

Background:

The District operates Student Activity Funds at three schools, the Senior High, the Junior High and Blanchard Memorial. Each site has a checking account under the control of the Principal, pursuant to DESE Policy Guidelines and Massachusetts General Laws.

Section 47 of MGL Ch. 71 requires that, once the School Committee has accepted the provisions of the law, an agency account is set up by the District Treasurer. These are generally established as an interest bearing savings account, and, if authorized by the School Committee, a checking account which acts as an imprest (replenishment) account to be administered by the School Principal. This procedure has been followed consistently from year to year by the District.

These funds are subject to a procedures review engagement at least once every three years by an independent accounting firm; the most recent engagement was for the year ended June 30, 2020.

Maximum imprest checking account fund levels are established and annually voted on by the School Committee.

Requested VOTE:

To set the imprest balance of the Student Activity checking accounts for the 2021-2022 school year, consistent with the prior year, as follows:

Senior High School	\$35,000
Junior High School	\$25,000
Blanchard Elementary	\$ 5,000

Thank you for your consideration in this matter.

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Acton-Boxborough Regional School District
Superintendent's Office
15 Charter Road
Acton, MA 01720
978-264-4700 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 27, 2021

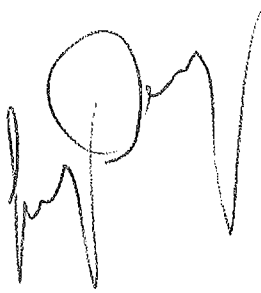
Per the Other Post –Employment Benefits (OPEB) Trust Fund Agreement approved by the Acton-Boxborough Regional School Committee on 12/6/12, I hereby certify that Superintendent Peter Light has appointed the following members to the Board of Advisors of the ABRSD OPEB Trust Fund, following a vote by the School Committee on 8/26/21:

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

Elizabeth Petr
Clerk, ABRSC

Memorandum

To: Peter Light
From: Larry Dorey
Date: 6-16-21
Re: ABRHS Donations



Please present the following financial awards received by ABRHS to School Committee:

ABRHS Recipient	Donor	Amount
Sanofi-Genzyme Grant Account	Massachusetts State Science Fair, Inc.	\$1,000.00

Please accept the following donation on behalf of ABRHS:

ABRHS Recipient	Donor	Amount
ABRHS Gift Account	Ohiopyle Prints, Inc.	\$11.35
ABRHS Gift Account	Anonymous – YourCause/Blackbaud Giving Fund	\$200.00



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

August 26, 2021

To: School Committee Chair
From: Dave Verdolino /dav/
Re: School Committee Agenda - Warrants

Members –

Below please find a summary of warrants for which I am respectfully requesting your consideration and approval at tonight's regular meeting.

The Warrant Subcommittee has previously reviewed these warrants, for the purpose of check distribution. A majority of the Subcommittee conveyed their approval electronically and the related disbursements have been made. The full School Committee should vote its authorization of these expenditures of budgeted and other funds in its custody. All members have received for each warrant the information provided as shown below, namely:

1. (for vendor warrants, including payroll withholding remittances)
 - Declining balance register of payments ("Declining Dollar report")
 - Warrant detail (payments by vendor)
2. (payroll)
 - Payroll Warrant summary

As you know, these Warrants are customarily provided to you in hard copy format for your review and manual signature. Obtaining your approval in this manner will eliminate the future need to produce what could be many paper reports, all requiring your signatures.

Thank you for your consideration and cooperation with this request.



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<u>Warrant Type</u>	<u>Date</u>	<u>Warrant #</u>	<u>Amount</u>
PAYROLL	07/29/21	P2203	\$ 638,695.52
	08/12/21	P2204	\$ 659,530.38
VENDOR	07/22/21	22-002 (Vendor)	\$ 1,125,378.16
	07/29/21	22-003PR (Payroll Deductions)	\$ 315,299.87
	08/05/21	22-003 (Vendor)	\$ 1,719,458.71
	08/12/21	22-004PR (Payroll Deductions)	\$ 135,777.98
	08/19/21	22-004 (Vendor)	\$ 1,993,844.07

Recommended Motion Wording

I move that the School Committee vote to approve:

Payroll warrant(s) as follows –

Number P2203	dated 7/29/2021	in the amount of \$	638,695.52;
Number P2204	dated 8/12/2021	in the amount of \$	659,530.38;

Payroll deduction warrant(s) as follows –

Number 22-003PR	dated 7/29/2021	in the amount of \$	315,299.87;
Number 22-004PR	dated 8/12/2021	in the amount of \$	135,777.98;

Vendor warrant(s) as follows –

Number 22-002	dated 7/22/2021	in the amount of \$	1,125,378.16;
Number 22-003	dated 8/5/2021	in the amount of \$	1,719,458.71;
Number 22-004	dated 8/19/2021	in the amount of \$	1,993,844.07.