



Acton-Boxborough Regional School Committee Meeting

September 9, 2021
7:00 p.m.

Followed by Executive Session

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_rRX6KWM2TtaDNn1rfh6_JQ

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

ACTON-BOXBOROUGH REGIONAL SCHOOL COMMITTEE (ABRSC)
MEETING AGENDA

Administration Building Auditorium
15 Charter Road, Acton

September 9, 2021
7:00 p.m. Business Meeting

8:30 p.m. (approximately) Executive Session

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_rRX6KWM2TtaDNn1rfh6_JQ

1. CALL TO ORDER (7:00)

- a. Chairperson's Welcome - *Adam Klein*
- b. Public Participation - *See above if participating remotely (virtual)*
- c. Superintendent's Update - *Peter Light*
 - i. Opening of School Update

2. GUESTS AND PRESENTATIONS (7:20)

- a. Staffing Update - *Marie Altieri*

3. ONGOING BUSINESS (7:40)

- a. School Building Naming Update (1st Read) - *Amy Krishnamurthy*
- b. Budget Update - *Dave Verdolino*
 - i. FY21 End of Year Report
 - ii. American Rescue Plan Act (ARPA) Update (*addendum*)
- c. Consent Agenda/Action Items – VOTE - *Adam Klein*
 - i. Approval of ABRSC Meeting Minutes of 8/19/21 & 8/26/21
 - ii. FY22 Assignments and Liaisons
 - iii. Recommendation to establish a Community Engagement Subcommittee
- d. Subcommittee and Member Reports
 - i. Boxborough Leadership Forum (BLF) - *Adam Klein (oral)*
- e. Statement of Warrants/Recommendation to Approve – VOTE–*A. Klein (addendum)*

4. EXECUTIVE SESSION (8:30)

- a. To be convened under MGL Ch 30A, sec. 21(a) purpose 3: to discuss strategy with respect to collective bargaining with the Acton-Boxborough Education Association (ABEA), Acton-Boxborough Office Support Association (ABOSA) and the American Federation of State, County and Municipal Employees (AFSCME) because an open meeting may have a detrimental effect on the bargaining position of the Committee. The Committee will return to open meeting for the sole purpose of adjourning.

5. ADJOURN (9:00)

Posted on 9/2/21 at 4:00 p.m.

FYI

- a. ABRSC FY22 [Meetings](#) and [Members](#)
- b. AB Annual Report, 2020 - 2021
- c. June 2, 2021 Enrollment Report
- d. [2021-22 Family Communication Map](#)
- e. NEXT MEETINGS: ABRSC September 23 and October 7 at 7:00 p.m.



Acton-Boxborough Regional School Committee

Meeting Agenda Item Summary

MEETING DATE	09-09-21	AGENDA ITEM NUMBER	1.a
---------------------	-----------------	---------------------------	------------

AGENDA ITEM TITLE	Chairperson's Welcome
--------------------------	------------------------------

PRESENTER(S)	Adam Klein
---------------------	------------

SUMMARY OF TOPIC	<p>The Chair welcomes members and the public to the meeting. If it is a remote zoom meeting, that is stated and the remote participation policy BEDJA is mentioned. Voting at remote meetings must be done by roll call. The Chair is also required to state if the meeting is being taped. Acton TV tapes and broadcasts most School Committee meetings. This particular meeting will have Committee members in the Admin Building auditorium, as well as members of the public who chose to join them in person.</p> <p>Individuals who wish to view the meeting, but do not wish to speak may do so by using the YouTube Link posted on the agenda.</p>
-------------------------	--

<u>WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?</u>		
X	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.

APPROX AGENDA TIME	5 min
---------------------------	-------

FOLLOW-UP	
------------------	--



Acton-Boxborough Regional School Committee

Meeting Agenda Item Summary

MEETING DATE	09-09-21	AGENDA ITEM NUMBER	1.b
AGENDA ITEM TITLE	Public Participation		
PRESENTER(S)	Adam Klein		
SUMMARY OF TOPIC	<p>Policy BEDH, permits members of the public to speak for up to 3 minutes on items not included on the agenda. Comments regarding items on the agenda would be made during that part of the meeting. The Committee/Administration typically does not respond to comments during public participation.</p> <p>The District's current Public Comment Process is found on the website. Members of the public wishing to speak at the meeting should review this process carefully ahead of the meeting. Individuals who wish to speak must pre-register by using the link at the top of the meeting agenda. The deadline to register is 24 hours prior to the start of the meeting.</p> <p>Individuals who wish to view the meeting, but do not wish to speak may do so by using the YouTube Link posted on the agenda and do not need to pre-register.</p>		

WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?		
X	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.

SUGGESTED MOTION	
APPROX. AGENDA TIME	10 min.
ATTACHMENTS	none

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



Acton-Boxborough Regional School Committee

Meeting Agenda Item Summary

MEETING DATE	09-09-21	AGENDA ITEM NUMBER	1.c
AGENDA ITEM TITLE	Superintendent's Update		
PRESENTER(S)	Peter Light		
SUMMARY OF TOPIC	Bi-weekly Superintendent's Update. This is brought to the meeting.		

WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?			
X	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.

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

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

WELLNESS • EQUITY • ENGAGEMENT



Acton-Boxborough Regional School Committee

Meeting Agenda Item Summary

MEETING DATE	09-09-21	AGENDA ITEM NUMBER	2.a
AGENDA ITEM TITLE	PRESENTATION: Staffing Update		
PRESENTER(S)	Marie Altieri		
SUMMARY OF TOPIC	This is an annual update on the new school year's staffing changes.		

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
<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:
	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.

SUGGESTED MOTION	
------------------	--

APPROX. TIME ON AGENDA	20 min.
------------------------	---------

ATTACHMENTS	Memo and slides
-------------	-----------------



Acton-Boxborough Regional School District
Office of the Deputy Superintendent
16 Charter Road Acton, MA 01720
978-264-4700 x 3209 fax: 978-264-3340
www.abschools.org

Marie Altieri
Deputy Superintendent

To: Acton-Boxborough Regional School Committee
From: Marie Altieri, Deputy Superintendent
Date: September 2, 2021
Re: Staffing Report 2021-2022

Attached you will find several documents related to staffing for the 2021-2022 school year, in addition to our normal list of new staff and staff changes. We have hired 35 new teachers and 4 new administrators. This was actually a smaller number of new teachers than we have hired in recent years, mostly because we were able to keep several one year teachers that we hired last year due to the Remote Learning Program. Last year we hired 25 teachers into one year positions and we were able to keep 14 of them in teaching positions for this year. This year's 39 new certified staff compares to 63 last year (partly due to COVID and the Remote Learning Program), 49 the previous year and 54 the year before. Of our 39 new certified staff, we were able to hire five new teachers of color. We have slightly over 1,000 employees, 508 of whom are in teaching, counseling, nursing and specialist positions.

Attached you will find our annual summer staffing report which includes the following documents:

- List of new teachers, their position and their starting step and lane
- List of teachers who have retired, left the district, and taken leaves of absence
- Data regarding teachers of color
- ABEA Memo of Agreement - COVID-19 Fall 2021
- Ranges of teacher salaries 2021-2022
- Brief description of each of our new teachers

When we budget for new positions or to replace retirees, we budget for a teacher with three years of experience and a Master's degree (M3 = \$60,605). The average salary for the new teachers we hired is \$67,125. While the average is higher than we budgeted for new positions and for retirees, several new



Acton-Boxborough Regional School District
Office of the Deputy Superintendent
16 Charter Road Acton, MA 01720
978-264-4700 x 3209 fax: 978-264-3340
www.abschools.org

teachers have replaced teachers who left and had higher salaries. Altogether, we are within our salary budget for the fiscal year.

Thank you for approving the plan to hire a math specialist for each school and two literacy coaches. These positions will be important elements of the planning and implementation of the Massachusetts Tiered System of Supports (MTSS) over the next few years. Although it was late in the year, we have been able to hire the two literacy specialists and five of the six math specialists. Our coordinators and coaches will support the school(s) that don't have a math specialist or literacy coach.

The attached documents and the chart below show you the teachers who have left the district and/or are taking a leave of absence.

Professional Staff (Teachers and Admin)	2015	2016	2017	2018	2019	2020-21	2021-22
Newly hired professional staff	29	30	33	54	49	63	39
Retirements	16	15	13	18	14	19	15
Leaving the district (in addition to retirees)	12	19	14	22	20	19	24
Taking a one year leave of absence	8	6	5	5	9	15	8
Returning from a one year leave of absence	3	2	3	4	2	2	7

As you know, we have made a high priority of hiring educators of color. This year we have hired four teachers of color. There is a chart attached which shows our progress with hiring teachers of color over the last three years. While we have exceeded our district goal, we still have a lot of progress to make in this area to have our teaching faculty diversity reflect the diversity of our student body. Two of our educators are leading an affinity group for educators of color, and there has been a strong response of educators who are interested in participating. While progress is slow, we are pursuing many avenues to help to increase applicants and hiring of candidates of color. I enjoyed collaborating with the DEI Parent Advisory Group's subcommittee on hiring. They had several helpful recommendations which we are implementing and improving upon our practice.



Acton-Boxborough Regional School District
Office of the Deputy Superintendent
16 Charter Road Acton, MA 01720
978-264-4700 x 3209 fax: 978-264-3340
www.abschools.org

We also participated for the last two years in the DESE Diversity Network. We have partnered with Fitchburg State to place students as student-teachers and interns in our classrooms. We have trained our hiring committees on the importance of hiring candidates of color and ways to avoid bias in the hiring process. We have updated our postings and interview questions to be more welcoming and to identify candidates and allies in this work. We will keep you updated on these efforts as we move forward.

This year is the second year of our three year contracts with all three of our unions. We will begin talking with the school committee about negotiations priorities this spring and we will begin negotiating next fall. We have had ongoing discussions with our unions about COVID-19 protocols and procedures. In this memo is a Memorandum of Agreement with the ABEA (teachers' union) regarding COVID-19 protocols for this year. These include live streaming students who have COVID-19 or need to quarantine into classrooms. I have also included in this packet a breakdown of teaching salaries for your information.

Overall, this has been a very successful hiring year. Our Principals have done an excellent job recruiting and hiring highly qualified teachers to work with our students. As you know, our leadership team has seen significant changes. We have four new administrators and several leaders in new positions within the district. In fact, this summer at our leadership workshop, eight of our eighteen leadership team members were new to the district and/or new in their roles. These leaders each have a mentor, and they participated in an administrator orientation this summer. We look forward to them bringing new energy, ideas, and experiences to our district. Our new teachers participated in an expanded orientation program this summer which provided time for more information about curriculum, teaching and learning.

I will give a brief presentation at your meeting on September 9th, and I am happy to answer any questions you may have.

Respectfully,

Marie Altieri

Deputy Superintendent

2021-2022 New Professional Staff

Administrators

Jennifer Truslow	Director of Special Education	District
Joan Dean	Principal	High School
Christy Nealon	Principal	McCarthy-Towne
Lucia Sullivan	Interim Principal	Douglas

Teachers/Certified Staff

<u>Name</u>	<u>Position</u>	<u>School</u>
Michael Soo	Band Teacher	District
Julie Connors	Special Education	Blanchard
Mary Ellen Hickey	Math Specialist	Blanchard
Maureen Murgo	English Language Teacher	Blanchard
Christina Petropoulos	Special Education	Blanchard
Kelly Sarazen	Special Educator/Pathways	Blanchard
Tracey Cogan	Math Specialist	Conant
Anne Cooper	Special Education	Douglas
Holly Martin	2nd Grade Teacher	Douglas
Stephanie Rousseau	STEAM Coach	Gates/Douglas
Stacy Vallyley	K-6 Literacy Coach	Gates/Douglas
Laura Balogh	Special Education	Gates
Amanda Daigle	4th Grade Teacher	Gates
Ashley Driscoll	Visual Arts	McT
Lesley Yanka	Math Specialist	McT
Paige Carroll	3rd Grade Teacher (1 yr)	Merriam
Emily Curado	School Psychologist	Merriam
Caroline Halloran	4th Grade Teacher	Merriam
Mariah Robillard	2nd Grade Teacher	Merriam
Patricia Di Eduardo	Science Teacher (1 yr)	JH
Gabrielle Friedman	Math Teacher	JH
Michael Malloy	Social Studies (1 yr)	JH
Lisa Piandes	Math Teacher	JH
Nicole Russo	French Teacher	JH
Gina Saxena	Special Education (1 yr)	JH
Max Utter	Science Teacher	JH
Julie Watson	Math Teacher	JH
Molly Wong	Library/Media Specialist	JH
Mariel Carmelo Ruiz	Spanish Teacher (1 yr)	HS
Elizabeth Heisler	Science Teacher	HS
Kerstin Hertel	Java Teacher	HS
Drew Horton	Spanish Teacher	HS

Emmanuel Kalamu	Physical Education Teacher	HS
Margaret Maguire	Drama Teacher	HS
Matthias Wasser	Social Studies Teacher (1 yr.)	HS

Acton Boxborough Regional Schools
Staffing Changes
2021-22

Certified Staff Leaves of Absence

Jillian Cannon	JH Special Educator
Julie Donovan	HS World Language Teacher
Jacqueline Gottesman	HS World Language Teacher
Kristie Guevremont	Merriam 4 th Grade
Jennifer Harris	HS Guidance Counselor
Betsy Johnston	Douglas 5 th Grade
Rebecca Mazonson	JH Social Studies Teacher
Daisy Wiggins	HS ASC Teacher

Certified Staff Returning

Julia Berg	HS English Teacher
Kelly Conklin	JH Special Educator
Alexandra Ganss	Conant 3 rd Grade
Kate Licari	JH Special Educator
Laura Martin	McCarthy Towne 6 th Grade
Alexa Snay	Merriam 5 th Grade
Kristin Wachtelhausen	JH Social Studies Teacher

Certified Staff Not Returning

Erin Bengiovanni	HS Science Teacher
Patricia Braunegg	HS World Language Teacher
Alleana Brody	HS Social Studies Teacher
Lindsay Bryan	Gates Special Educator
Elizabeth Butler Everitt	Elementary STEAM Coach
Jocelyn Charpentier	JH Librarian
Deborah Dixon	Interim Director of Special Education
Henry Gerlits	Blanchard EL Teacher
Jessica Harms	HS Drama Teacher
Lars Henke	Douglas 4 th Grade
Robin Hermans	HS World Language Teacher
Carolyn Imperato-McCammon	Merriam Psychologist
Michelle Kelly	Elementary Special Ed Coordinator
Tina Lamonakis	Gates Kindergarten Teacher
Lauren Logan	Merriam 1 st Grade
Joshua Mishrikey	HS Social Studies Teacher
Kimberly Montilli	JH Special Educator
Elyse Montoya	HS English Teacher
Sara O'Neal	JH Science Teacher
Lana Paone	JH Math Teacher
Sarah Pozmanter	JH Special Educator
Maria Shkolnik	HS Java Teacher
Niladri Sinha	Gates 4 th Grade
Damian Sugrue	Conant Principal

Certified Staff Retirements

Marion Beardsley	Physical Therapist
Loretta Crumlish	Blanchard Kindergarten
Larry Dorey	HS Principal
Eileen Flannery	HS Physical Education
Florence Gilfix	JH World Language
Robyn Harding	Conant 6 th Grade
Patricia Harrison	Blanchard Special Educator
David Krane	McCarthy-Towne Principal
Heidi Kupferman	McCarthy-Towne Art
Colm McDermott	Merriam 3rd Grade
Thais Savage	Douglas 2 nd Grade
Karen Sonner	Merriam 2 nd Grade
Fran Strohm	Merriam 2 nd Grade
Jennifer Weisberg	Speech Language Pathologist
Heather Wilson	McCarthy-Towne 1 st Grade

Transfers within School District

Maureen Lin
From JH Special Educator to JH Special Educator Coordinator

Tara Matthews
From JH Math to Douglas Math Specialist

Jen Pratt
From JH English to McT Grade 4

Tara Kirousis
From JH Special Education Coordinator to Douglas/Gates Special Education Coordinator

Veronica Pena
From Blanchard Kindergarten Teacher to Conant Kindergarten Teacher

Jennifer Baldassare
From JH Special Educator to Gates Special Educator

Erin Barrell
From Blanchard Special Educator to JH Special Educator

Gina DiTommaso
From Douglas Special Educator to Blanchard Special Educator

Mairin Gulliver
From Conant Grade 1 to Blanchard/Conant Literacy Coach

Lauren Shron
From Merriam Grade 4 to Conant Grade 5

Lisa Nichols
From JH Math to Merriam Math Specialist

William Edmonds
From RLP Grade 5 to Merriam Grade 6

Giselle Montminy
From RLP Grade 3 to Blanchard Grade 4

Valery Gransewicz
From RLP Principal to Conant Assistant Principal

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

Staffing Report

September 2021

ABRSD

2

New Teachers

- We have a total of 508 teachers. This year we hired 35 new teachers and 4 new administrators.
- We were also able to retain 14 teachers of the 25 that we hired into one-year positions last year.
- We had 15 teachers/administrators retire in June; 24 teachers did not return to their positions
- Average Salary for new teachers this year = \$67,125. We budgeted \$60,605 for new positions. We are within budget counting teachers with higher salaries who left after the budget.

3



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

Diversity of Acton-Boxborough Staff

September 2021

ABRSD

4

2018-2019 District Goal

Increase the diversity of our educator workforce.

2018-19: Review existing recruiting and hiring practices. Develop recommendations for hiring committee practices, advertising, and recruitment to implement Spring 2019.

2019-21: Monitor new recruiting and hiring practices; make adjustments as needed to attract diverse candidates.

By 2021-22: Increase the number of licensed educators who are racially diverse by 20% from 2018-19 level.

ABRSD

5

Educators of Color

	2018-2019	2019-2020	2020-2021	2021-2022
African American/ Black	3	4	6	7
Latinx	4	5	7	8
Asian-American	9	11	11	14
American Indian/Alaska Native	1	1	1	1
Total	18	22	25	31
% of All Teachers	3.5%	4.5%	5%	6%

2018-19 District Goal: To increase teachers of color by 20% from 2018-19 to 2021-2022
Goal = 3.6 teachers; Actual increase 13 teachers.

ABRSD

6

Diversity of Acton-Boxborough Staff

	Teachers/ Administrators	Assistants	Bus Drivers	Custodians	Office Support/ Central Office	Cafeteria	Total
African American/ Black	7	0	9	0	0	0	16
Latinx	8	9	7	1	1	1	27
Asian American	15	36	0	1	4	4	60
American Indian/Alaska Native	1	0	0	0	0	0	1
	31	42	14	2	5	5	104

ABRSD

7

Hiring Teachers of Color

	2018-19	2019-20	2020-21	2021-22
New Teachers of Color		6	3	5
Total Teachers Hired		49	63	39
% of new teachers		12%	5%	13%
Total teachers of color	18	22	25	31

ABRSD

8

AB's Efforts to Increase Educators of Color

- Anti-Bias (SEED) training for all AB Educators; Anti-Bias training for all hiring committees
- Regional Groups that prioritize hiring educators of color Sponsoring job fairs for educators of color - Bring Hiring Teams
 - *Greater Boston School Human Resources Network (GBSHRN)*
- Add question to Applitrack – voluntarily identify race. Review applicants and identify and interview all applicants of color
- Team Participated in DESE 2 year-long Diversity Network
- Affinity group for educators of color
- DEI Community Advisory Group – Hiring Subcommittee recommendations
- Create policy GBAA - *Commitment to an Inclusive and Representative Educator Workforce*
- Report data related to hiring efforts

DEI Family Advisory Committee Recommendations and Actions

- Recruitment
 - Reformulated job postings to remove bias in wording
 - Expanded posting of job requisitions to more diverse sources
- Hiring Process
 - Reworked questions to remove unconscious bias
 - Diversified interview panel and conducted anti-bias training prior to interviews
 - Suggested use of rubric for interview evaluations
 - Provided comments to strengthen hiring policy
 - More diverse panels
 - Clearly define roles and responsibilities
- Retention
 - Recommend specific success metrics on hiring strategy at all stages of the pipeline including sharing plans by school
- Future work
 - Research private sector/non-profit grants to encourage diverse applicants
 - Strengthen the paraprofessional program to create a pipeline for more teachers

Negotiations Update

- Currently in year two of a three year contract with all three unions ABEA, AFSCME, ABOSA
- Will begin planning for negotiations in spring 2022 and negotiate in fall and winter 2022
- Last year we negotiated two COVID related Memorandums of Agreement – fall and spring
- Recently agreed to an MOA for this year – masks, live streaming students who have to quarantine
- Working with unions to finalize language for a vaccine mandate for all staff. Once signed, staff will have 8 weeks to receive their first and second vaccine. Once eligible for the booster, staff will have 8 weeks to get the booster. Currently, over 90% of our staff are vaccinated.

**Memorandum of Agreement
between the
Acton-Boxborough Regional School Committee (the "District")
and the
Acton Boxborough Education Association (the "Association")**

The District and the Association agree:

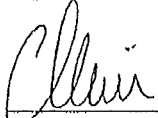
1. The term "teacher" and "teachers" as used hereafter in this Agreement refer only to such persons as at the time in question fall within the bargaining unit as defined in Article 1 of the 2020-2023 ABEA Contract.
2. This Agreement shall be considered in effect for the 2021-2022 school year exclusively, unless revised or extended mutually by both parties.
3. KN95 masks will be made available to teachers upon request from their building administrator.
4. If the District chooses to engage in a pool testing program, the District shall provide nurses with all PPE necessary for their role in the program. Teachers shall not be required to perform any tasks of a specialized and/or medical nature related to pool testing, but may be required to assist with non-medical tasks related to pool testing (e.g. student supervision, crossing student names off a list).
5. If any student has a documented medical need to refrain from wearing a mask during the school day, that information will be shared with that student's teachers. No teacher with a medical accommodation requiring their students to wear masks shall be responsible for teaching any student with a mask exemption.
6. Teachers may be required to provide live remote instruction to students who are ordered to quarantine by local departments of health and/or by the District, as described below:
 - a. At the elementary level, building principals will work collaboratively with teachers across all schools to determine pedagogically appropriate synchronous remote instructional expectations for each grade. These expectations may include a combination of, but will not be limited to: live remote instruction, recorded lessons, screencasting, periodic Zoom check-ins, and asynchronous work on Seesaw or Google Classroom. Teachers will have at least one school day to prepare before integrating quarantined students into their instructional plans.
 - b. At the junior high level, teachers will provide students with access to instruction through synchronous live streaming, which may be supplemented with some combination of periodic Zoom check-ins, extra help sessions, email

communication, and/or asynchronous work on Google Classroom to ensure that quarantined students have access to instruction while they are at home. Teachers who do not already have the devices to facilitate synchronous live streaming when feasible will be provided with them by the District.

- c. At the high school level, teachers will provide students with access to instruction through synchronous live streaming, which may be supplemented with some combination of periodic Zoom check-ins, extra help sessions, email communication, and/or asynchronous work on Google Classroom to ensure that quarantined students have access to instruction while they are at home. Teachers who do not already have the devices to facilitate synchronous live streaming when feasible will be provided with them by the District.
7. Teachers shall not be required to record any live instruction or service delivery.
 8. Evaluators will make every effort not to include classes with simultaneous live remote instruction and in-person instruction in the process of teacher evaluation.

This AGREEMENT has been duly executed on August 30, 2021 by the authorized representatives of the Acton-Boxborough Regional School Committee and by the Acton Boxborough Education Association.

ACTON-BOXBOROUGH REGIONAL
DISTRICT SCHOOL COMMITTEE



Adam Klein, ABRSC Chair

ACTON BOXBOROUGH
EDUCATION ASSOCIATION



Mike Balulescu, ABEA President



Marc Lewis, ABEA Negotiations Chair

Number of Teachers per Salary Range

Excluding Part time - Total	484				
\$110,000 +	31	6.4%			
\$105,000 - \$110,000	35	7.2%			
\$100,000 - \$105,000	93	19.2%		\$100,000+	32.9%
\$95,000 - \$100,000	66	13.6%			
\$90,000 - \$95,000	46	9.5%		\$90,000 - \$100,000	23.1%
\$85,000 - \$90,000	37	7.6%			
\$80,000 - \$85,000	35	7.2%		\$80,000 - \$90,000	14.9%
\$75,000 - \$80,000	29	6.0%			
\$70,000 - \$75,000	18	3.7%		\$70,000 - \$80,000	9.7%
\$65,000 - \$70,000	25	5.2%			
\$60,000 - \$65,000	34	7.0%		\$60,000 - \$70,000	12.2%
\$54,000 - \$60,000	35	7.2%		\$50,000 - \$60,000	7.2%

09/02/2021

New Certified Staff 2021-2022

Michael Soo - Band Teacher - District

Michael Soo is the recommendation from all members of the hiring committee. Each member felt his experience, teaching style, subject matter command, and personality will make an excellent addition to our faculty. Michael is an AB grad, a gifted conductor, and was recommended by many of our current AB music faculty due to his longstanding connection with the community and reputation as a rising star in Massachusetts Music Education. Michael is interested in our position due to the multi-level and collaborative teaching model that we employ which allows him to see all students in our band program and make multi-year connections with students from elementary through high school.

Julie Connors - Special Educator - Blanchard

Julie's confidence and history of experience shone through in her interviews. She was able to answer questions with clarity and specificity. Julie spoke with a sense of compassion for others, which was seen in her ability to quickly connect with students during her demo lesson. Julie's references refer to her as highly organized, collaborative, and a teacher who will be greatly missed.

Mary Ellen Hickey - Math Specialist - Blanchard

Mary Ellen completed a post baccalaureate teaching licensure program in mathematics from Framingham State University, a masters degree in computer science from the University of Vermont, and a bachelor's degree in Electrical Engineering from Worcester Polytechnic Institute. She holds initial Massachusetts licensure in Mathematics 5-8 and Mathematics 8-12. Ellen has taught 6th grade and has been a mathematics assistant in the ABRSD since 2018 at the Douglas School and the Remote Learning Program.

Maureen Murgio - English Language Teacher - Blanchard

Maureen is a collaborative, energetic, and driven educator with experience as a teacher, an administrator, a learning facilitator, and a curriculum development specialist. Throughout most of her experience, Maureen was a special educator, and she also served as a literacy consultant providing professional learning to Keys to Literacy. Notably, she has an extensive background in structured literacy instruction. She holds a bachelor's degree in English from UNH, a masters in special education from Lesley, and a masters in school leadership from Harvard.

Christina Petropoulos - Special Educator - Blanchard

Christina graduated from Merrimack College in 2016 with a B.A. in STEAM Education. She then pursued her M.Ed. in Special Education from Lesley University. Since graduating Christina

has been working in Peabody Public Schools as the 5th Grade Language Based Strides Program special education teacher. She works with students in a partial inclusion model who have specific learning disabilities in reading, math and writing.

Kelly Sarazen - Special Education/Pathways - Blanchard

Kelly is a recent graduate with a master's degree in Moderate Disabilities. Kelly has a history as an ABA tutor at the Marlborough Pathways program and teaching the ESY Program for the school district. Within her interview, Kelly was able to speak to her excitement for inclusion opportunities for students with Autism, her passion for student independence, the importance of consistency within a specialized program, and her understanding of how a systemic lesson should run.

Tracey Cogan - Math Specialist - Conant

Tracey has a masters degree in elementary education from American International College and a bachelor of arts degree in family and child studies from the University of New Hampshire. She holds an initial license in elementary education. Lisa most recently was the Title 1 mathematics interventionist in the Billerica Public School System. Previously, she taught grade five for 10 years in the Lawrence Public School System and was also a kindergarten teacher for a private school in Andover.

Anne Cooper - Special Educator - Douglas

Annie has been a teacher in Fitchburg since 2019. Annie is a respected and positive member of her school community, a student advocate and excellent communicator with parents. She has experience working with diverse populations of students and collaborating/co-teaching with regular education teachers.

Holly Martin - 2nd Grade Teacher - Douglas

Holly is an experienced teacher who is described as carefully developing her students' social-emotional and academic skills. A graduate of Ohio University, Holly presented outstanding data-based model lessons in reading and has worked with a wide range of students with very successful results. She is well respected by administrators, colleagues and parents.

Stephanie Rousseau - STEAM Coach - Douglas/Gates

Stephanie Rousseau has a masters from Lesley University in elementary education, and a bachelors in Business Administration from Bryant University. She holds professional Massachusetts licensure in both Elementary and Mathematics Education. Stephanie taught fifth and sixth grade, Title I math, and she has also served as both a K-5 and K-2 math coach.

Stacy Valley - K-6 Literacy Coach - Douglas/Gates

Stacy Valley earned an associate's degree in Early Childhood Education from the University of Vermont, a Bachelor's degree from Boston University in Early Childhood Education, and a Master's degree from American International College as a Reading Specialist. She has served in Bedford at the Davis School for the last eleven years, seven as the lead kindergarten teacher and four as a reading specialist. Stacy has a strong understanding of structured literacy and the components of effective literacy instruction in the classroom. In her roles at the Davis School, she has proven herself as a collaborator and an advocate for inclusion and equity. According to one of her kindergarten colleagues, Stacy communicates with families in a way that honors a partnership with them. Her principal shared that staff have tremendous respect for Stacy and her approachability, noting that she asks great questions and wonders alongside teacher colleagues to dig into data and collaborate about next steps with a student. Stacy is a lifelong learner who will make a great addition to the district and our small but growing coaching program.

Laura Balogh - Special Educator - Gates

Laura's collaborative nature and specialized programming experience will add to Gates special education department's overall ability to meet the needs of our diverse students. Her experience with teaching reading along with her ability to support students who have social-emotional needs will be a benefit to students. During her interview and her references confirmed, she is a warm, student centered teacher who puts relationship building first.

Amanda Daigle - 4th Grade Teacher - Gates

Amanda received her Bachelor of Science degree in Marketing from Quinnipiac University in Hamden, CT and her Masters of Education from Merrimack College in Andover, MA. Amanda completed her student teaching in fourth grade at the Crisafulli Elementary School in Westford, MA. She accepted a fifth grade classroom teaching position at the Norman E. Day School in Westford, where she continued to teach for five years. Amanda made the decision to step away from the classroom to raise her children. During her leave she continued to work as an educator and provided academic tutoring for students in grades 3-12. We are excited to have her join the fourth grade team at the Gates School.

Ashley Driscoll - Visual Arts Teacher - McCarthy-Towne

The Acton-Boxborough Regional School district is pleased to welcome Ashley Driscoll as our new McCarthy Towne Elementary School visual arts teacher. Ashley comes to us with a strong background in arts education. She earned a Masters in Arts Education from the Massachusetts College of Art and Design, a certificate in graphic design from the Rhode Island School of Design, and a Bachelors of Art from the University of Rhode Island. In addition to professional experience as a graphic and textile designer, Ashley taught visual arts this past year in our

Remote Learning Program where she built strong connections with our elementary school students.

Lesley Yanka - Math Specialist - McCarthy-Towne

Lesley Yanka has a masters degree in elementary education with a concentration in math, science and technology from Worcester State University and a bachelors in elementary education and natural science from Worcester State. She holds professional Massachusetts licensure in Elementary Education and Mathematics 1-6 and an initial license in Special Education with Moderate Needs. Lesley has taught third and fourth grade and was a mathematics specialist for 6 years.

Paige Carroll - 3rd Grade Teacher - 1 year position - Merriam

Paige is a kind and reflective educator that is completely committed to teaching all students. She works hard to develop a curriculum that is engaging as well as rigorous. Her first teaching experiences have been through a pandemic which shows that she is flexible and ready to take on any challenge. Former colleagues say how well she collaborates with others and builds strong relationships within the school community.

Emily Curado - School Psychologist - Merriam

Emily is a warm, knowledgeable and articulate psychologist who just finished her 1,200 hour practicum at Nashoba Regional High School. She has experience conducting comprehensive psychoeducational and achievement assessments for students with a variety of profiles at the elementary, middle, and high school levels. More specifically, she has conducted both initial evaluations and three-year reevaluations for students in substantially separate life skills classrooms, therapeutic programs, vocational programs, out-of-district placements, and general education placements. In doing so, she has gained an understanding of cognitive, academic, social-emotional, executive functioning, adaptive functioning, memory, phonological processing, and projective assessments. Additionally, she has provided face-to-face and telehealth counseling services at the individual and small-group level.

Caroline Halloran - 4th Grade Teacher - Merriam

Caroline is a thoughtful and kind educator that truly cares about her students. She works hard to build strong relationships with her students and families. She has worked at Merriam for several years as a classroom assistant, long term substitute and a classroom teacher as well as a long term substitute as a librarian. Caroline brings a wide range of skills and experiences to the position and will be a strong collaborator.

Mariah Robillard - 2nd Grade Teacher - Merriam

Mariah is an educator that really looks to teach the whole child. With her background in special education as well as mental health, Mariah tailors her lessons and overall instruction to meet the varied needs of her students. She is able to take risks and bring social justice conversations into her everyday lessons that are engaging and developmentally appropriate. Her former supervisors say that she has a strong understanding of beginning readers and lesson development.

Patricia DiEduardo - Science Teacher (1 yr) - JH

Patricia (Trish) Di Eduardo has taught middle school and high school science in public and private schools in Massachusetts. Her most recent public school experience was a long-term substitute in science classrooms in Needham. Trish presented an engaging and carefully crafted lesson to an 8th grade science classroom before the end of the school year.

Gabrielle Friedman - Math Teacher - JH

Gabrielle Friedman is coming most recently from the Community Charter School of Cambridge where she taught 6th, 8th and 9th grade math. Prior to that position, she was the Founding math teacher at a charter school in Lawrence, MA. She earned her MAT from the University of Chicago and taught math and science there as a long-term substitute and as a permanent teacher. Gabi brings a passion for social justice and mathematics; we are excited to have her join the RJ Grey staff.

Michael Malloy - Social Studies (1 yr) - JH

Michael is currently a middle school social studies teacher and department head at the Colegio Nueva Granada School in Bogata, Columbia. He has been at Nueva Granada since 2015. Previous to that role, he was a middle and high school teacher at the Nazarbayev Intellectual School of Astana in Kazakhstan, and the American School of Quito in Ecuador.

Lisa Piandes - 7th Grade Math - JH

Lisa is coming to RJ Grey after spending the last 4 years teaching math at Arlington Middle School in Lawrence, MA. Early in her career, she was a math teacher at RJ Grey. She is excited to rejoin the RJ Grey community after departing in 2005 to raise her family. She has strong experience teaching middle school math and we are excited about her return.

Nicole Russo - French Teacher - JH

Nicole Russo is currently completing a Masters degree program at Boston University in Modern French Languages. She completed her student teaching this year at the Lincoln School in Brookline. Prior to this, Nicole completed a year of service through AmeriCorps VISTA and was

a Teaching Fellow for the Global Language Network in Washington, DC. Nicole also has a BA in Foreign Language and Communication Media from American University and a MA in Communication from the College of Charleston.

Gina Saxena - Special Educator - JH

Gina comes to us from the New England Center for Children where she worked with students who are diagnosed with Autism Spectrum Disorder and who required a residential placement. She had also served as a case manager and teacher at NECC and provided various services and instruction to students on her caseload. Gina has a Bachelors from Bryan University and a Masters from Simmons University.

Max Utter - Science Teacher - JH

Max Utter has spent the last three years working at the Lesley Ellis School in Arlington, MA (an independent school). While at this school, he has taught math, science, and STEAM classes. He did his student teaching through Shady Hill School in Cambridge and has come to love working with middle school students through his years of working in summer camps as counselor, up through camp director.

Julie Watson - Math Teacher - JH

Julie is coming to RJ Grey after spending the last several years at the Gibbons Middle School in Westborough. While there she served as a long term substitute in an 8th grade math classroom. She also worked as a long-term substitute as a math tutor at the Gibbons School. Prior to working in education Julie spent many years working in the private sector.

Molly Wong - Library/Media Specialist - JH

Molly spent five years as a Head Librarian and Information Services Specialist at the Applewild School in Fitchburg. Over the last year, Molly has worked at RJ Grey in the role of substitute teacher, and then as our long term substitute librarian. While performing the librarian duties during the hybrid year, she was also assigned as a teaching assistant in our remote sections, supporting students on IEPs. Molly is a fantastic addition to RJ Grey and we are very excited about her coming to work with us.

Mariel Carmelo Ruiz - Spanish Teacher (1 yr) - HS

Mariel will be joining Acton Boxborough Regional High School as a new Spanish teacher for the 2021/2022 school year. She comes to us from Hollis-Brookline Middle School. She is a graduate of Sacred Heart University with a Bachelors in Special Education and is working towards a Masters in Spanish from Rutgers.

Elizabeth Heisler - Science Teacher - HS

Elizabeth comes to us from O'Bryant High School in Boston where she has taught for the past 5 years. She has previously taught at Madison Park High School. Elizabeth has experience teaching AP Biology, Anatomy and Physiology and Chemistry. She focuses on fostering positive teacher relationships and designs lessons with student engagement in mind.

Kerstin Hertel - Java Teacher - HS

Kerrie (Kerstin) Hertel is a computer science teacher for our computer science, H/AP, Java programming and ECS classes. She is currently teaching middle school computer science in Tyngsborough and is looking both for an opportunity to teach at a high level and to teach at a school that is closer to her home in Westminster. Kerri spoke deeply about the curriculum and her experiences and philosophies on teaching and learning are well-aligned with the values of our department.

Drew Horton - French Teacher - HS

Drew Horton will be joining Acton Boxborough Regional High School as a new French Teacher for the 2021-2022 school year. Drew comes to us after finishing his MAT in French and working as a Teaching Associate at the University of Massachusetts, Amherst. Drew completed his student teaching at Hopkins Academy in Hadley, Massachusetts and also spent a year abroad as a teaching assistant for classes of English in Toulouse, France.

Emmanuel Kalamu - Physical Education Teacher HS

Emmanuel is a recent graduate from Springfield College. He did his undergraduate, student teaching placements, and graduate studies there. His graduate focus was athletic administration at the high school level. During the interview process, we were impressed with his answers around a typical high school student being a blank canvas and that he would help them develop an identity. In addition, his answers around developing a physically literate individual with Physical Education having an impact on students' lifetime well-being impressed the interview committee. Emmanuel also shared his experience with the "sport ed" model. This is a modern Physical Education process that we are excited to try here at Acton Boxborough. In the "sport ed" model, students get to experience several different points of view of a sport or activity during a unit. For example if the unit was on soccer, students would get to experience soccer from the point of view of the athlete, spectator, referee, manager, and parent. One of his references highlighted his willingness to engage appropriately in challenging social justice discussions, which is something we look forward to incorporating more into Physical Education classes.

Margaret Maguire - Drama Teacher - HS

Maggie is an accomplished theater director, musician, and dual certified HS educator who currently teaches HS History in the Melrose public schools, directs their drama club activities, and works extensively around Massachusetts with theater organizations focused on theater education. Maggie was enthusiastically received by our students in the trial lesson and interview phase. Her experience and commitment to "student first" theater education makes her an excellent candidate to guide our students through a difficult year and onto meaningful work in the theater arts. Maggie is dual certified in History and Theater.

Matthias Wasser - Social Studies (1 yr) - HS

Matthias has a strong background in economics, sociology and history. He completed an MAT at Tufts University and completed his student teaching under Covid-19 circumstances at Arlington High School. Matthias is interested in drama, politics, model UN and debate - all activities with which he has experience. His experience also indicates a strong interest in and dedication to social justice.



Acton-Boxborough Regional School Committee

Meeting Agenda Item Summary

MEETING DATE	09-09-21	AGENDA ITEM NUMBER	3.a
AGENDA ITEM TITLE	School Building Naming Update - First Read		
PRESENTER(S)	Amy Krishnmurthy, Subcommittee Chair		
SUMMARY OF TOPIC	<p>The subcommittee is ready to propose a name for our new building campus for the Gates/Douglas/Huebner Early Childhood Programs. The First Read is an introduction to the process used and recommendation. A Second Read and VOTE is expected to take place at the next School Committee meeting on Sept 23. This process is per the Naming District Facilities policy FF and procedures.</p>		
WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?			
	No action requested - this is a short update or presentation of information		
	Request input and questions from the School Committee, but no vote required		
X	Request formal action with a specific vote:		
		If formal action is requested, is this item being presented:	
X		for the first time, with a request that the School Committee vote at a subsequent meeting	
		with the request that the School Committee take action immediately	
SUGGESTED MOTIONS			
ATTACHMENTS		Memo	

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

WELLNESS • EQUITY • ENGAGEMENT

To: Acton-Boxborough Regional School Committee
From: Amy Krishnamurthy, Chair Naming Subcommittee
Date: September 1, 2021
Re: Naming Subcommittee Update and Recommendations

At the Apr 1, 2021 School Committee meeting, the committee voted to establish a Naming Subcommittee for the new school building/campus.

A 15 person committee was formed that included parents and staff from the Gates and Douglas Elementary Schools, and the Carol Huebner Early Childhood Program, a member from each town's selectboard, 2 members of the School Committee, members of the public, and Deputy Superintendent Altieri.

At our first meeting, July 8, (via zoom), we discussed the district naming policy and procedures FF and FF-R. We then developed a letter to be shared with the community asking for naming suggestions. The letter included links to some historical background about the property and descriptions of the design of the new building. See attached letter, policy and procedure.

On July 12, this letter was shared with all parents, staff, and students in the district. As well as with both town halls that then distributed to all town's boards and committees. We also posted the letter on various social media platforms and *The Beacon* ran an article requesting naming suggestions. We accepted nominations through August 15.

We received 51 submissions that were then shared with the members of the naming committee. Each member had an opportunity to read all of the suggestions and reasons and came up with their individual top 5.

We met again on August 19 and the committee discussed the top 7 choices at length. The committee thought that naming it after something that tied it to the beautiful natural landscape of the area and something geographical would be best. We were able to narrow this list down to two very strong candidates, But we felt, as a committee, we wanted to take the weekend to think through everything and to feel confident with our final decision.

We met again on Monday, August 23 and unanimously voted to submit the following recommendation to the school committee for your consideration and vote.

THE BOARDWALK CAMPUS

For years, the boardwalk has been a place that students would visit to study the changing seasons, environment, ecology, etc. It has also been a "connector" between Douglas and Gates. Many of the parents and teachers also felt that the boardwalk represents a unity of both Douglas and Gates and now the Huebner Preschool. With the improvements made through the building project, the boardwalk will be a true landmark of the site.

The committee also wants to recognize the importance of the Nipmuc Tribal Nation who originally occupied the land. The Naming Subcommittee decided that they would like to have a land acknowledgement plaque in the building or on the land to recognize the Nipmuc Nation. There is a similar land acknowledgement in the Sargent Library that can be used as an example.

The Naming Subcommittee took the following unanimous vote:

To accept the name *Boardwalk Campus* for the new building and to provide a land acknowledgement to the Nipmuc Tribal Nation.

The Naming Subcommittee would like to ask the School Committee to consider this recommendation at their September 9th meeting and to vote on September 23rd. The Building Committee has asked for the name to be finalized by October to meet the schedule for the project. The building is scheduled to open next August in time for the 2022-2023 school year.

Name Our New School Building/Campus

The new school building/campus that will include the Gates and Douglas schools and the Carol Huebner Early Childhood Program is scheduled to open in August 2022. It is exciting to see the building as it is being built, and to envision students entering next year! While each school will keep its unique name and identity, we are asking the public for suggestions to name the building/campus. The School Committee has convened a screening committee to gather ideas for a name from the community and make a recommendation to the School Committee for their vote in October. Nominations are encouraged from students, alumni, families and community members. The name for the building does not need to be a person, but it does need to follow the guidelines of the attached policy. Parents/Guardians of current and former students, please share this with your children and encourage them to send along their suggestions. For more background information, please see this [design summary](#) and [historical background](#) of the land.

Please submit all nominations by using this [form](#) by midnight, **August 15, 2021**. If you have any questions, or have trouble with the form, you may email your ideas to Amy Krishnamurthy at akrishnamurthy@abschools.org.

Submissions should include the following information:

1. What is the reason you are suggesting the person/name? (See the criteria in Policy FF-below.)
2. Why is this a good name for the facility?
3. What other background information about the name will help the committee make a decision? (Share biographical or other information here.)

Thank you,

The New School Campus Screening Committee

Amy Krishnamurthy (Chair)

Marie Altieri

Molly Wald

Brendan Ferrari

Paige Johnson

Doyon Lee

Jennifer Campbell

Diane Baum

Andrew Schwartz

Naomi Phaneuf

Kim Ward

Jill Maxwell

Talia Bigelow

Julie Pote

Himaja Nagireddy

File: FF - NAMING DISTRICT FACILITIES

The Acton Boxborough Regional School Committee believes naming or renaming a school building, structure, space, property, program or other District asset (hereafter referred to as a "Facility") is a matter of significant importance, one that deserves the most thoughtful attention of the School Committee and the Administration, and one that is an unusual occurrence or event. Further, the Committee believes it should not be influenced in its decision by personal prejudice, favoritism, political pressure or temporary popularity.

Any request to name a Facility must be brought before the School Committee for approval.

If a suggestion or petition to name or to dedicate a Facility, is brought forth to the School Committee, the School Committee will first decide whether the naming or renaming of that Facility is necessary and/or appropriate. If the decision to move forward with the naming is made, the School Committee will convene a screening committee pursuant to procedure [FF-R](#).

In the naming of a Facility, if the name of a person is to be used, the following criteria will be applied in the selection of a person(s) to be so honored.

1. A person, living or dead, for whom a public school facility may be named must have made significant contributions to education of the youth of the Acton-Boxborough Regional Schools. Evidence of such contributions may include, but is not limited to the following:
 - Unusually effective and dedicated service to or on behalf of the youth in the Acton-Boxborough Regional Schools
 - Persistent efforts to sustain a high quality system of public education for all youth and to improve programs and services for these young people
 - Demonstrated understanding of the essential nature of public education in the furthering of our democratic form of government.
2. Said person should be one who is retired, deceased or has provided service to the community in excess of 15 years. A request may not be submitted sooner than three years following the death or retirement of the individual to be so honored. This requirement may be waived by a unanimous vote of the School Committee.
3. The nominee must otherwise be worthy of the honor of having a school facility named for her/him. Evidence of such attributes could include, but may not be limited to the following:
 - Superior levels of performance in strengthening and supporting Acton-Boxborough Regional Schools
 - Community service

- Effective citizenship
- Seminal ideas or research
- Excellent character and general reputation

4. The School Committee may revoke the name of a Facility.

The Superintendent shall prepare procedures for the naming of Facilities that are consistent with this policy.

CROSS REF.: [FFA](#), Memorials

Approved: 5/18/2017

Acton-Boxborough Regional School District



Acton-Boxborough Regional School Committee

Meeting Agenda Item Summary

MEETING DATE	09-09-21	AGENDA ITEM NUMBER	3.b
AGENDA ITEM TITLE	Budget Update		
PRESENTER(S)	Dave Verdolino		
SUMMARY OF TOPIC	The FY21 Year End Financial Report will be shared as well as an update on the current status of the American Rescue Plan Act (ARPA) funding.		
WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?			
	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 at this time.		
	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		
SUGGESTED MOTION			
FOLLOW-UP		Due to the towns' timelines for processing grant applications, the District submitted preliminary requests to Boxborough on 9/7 and will submit preliminary requests to Acton on 9/9. These may be amended based on feedback from the committee.	
APPROX. AGENDA TIME		30 min.	
ATTACHMENTS		Memos	

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

WELLNESS • EQUITY • ENGAGEMENT

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

FY2021 Preliminary Yearend Financial Report

Dave Verdolino, Director of Finance
September 9, 2021

ABRSD

2 2

In the Aggregate, Revenues “Broke Even”

\$ Amounts in 000s

<u>Item</u>	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Σ Assessments	\$77,707	\$77,707	-
State Aid –			
Chapter 70	\$15,346	\$15,158	\$ (188)
Regional Trans.	2,097	2,448	350
Charter Reimb.	50	198	148
Other –			
Medicaid Reimb.	\$ 250	\$ 164	(86)
Inv. Earnings	300	149	(151)
Rental/Misc.	18	14	(3)
	\$95,768	\$95,838	\$ 70 (.07 of 1%)

ABRSD

3 3

Exp. Turnback Impacted by Covid, RLP

\$ Amounts in 000s

<u>Item</u>	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Σ Personnel	\$61,055	\$60,884	\$ 171
Health Ins. Prem.	9,009	9,287	(280)
SpEd. Tuition, net	4,515	4,930	(415)
Facilities & Trans.	3,467	2,923	546
Σ Instructional Depts.	1,738	1,080	658
Charter Assess.	356	517	(161)
Other	16,273	15,956	314
Covid Contingency	500	165	335
	\$96,913	\$95,742	\$1,170 (1.21%)

ABRSD

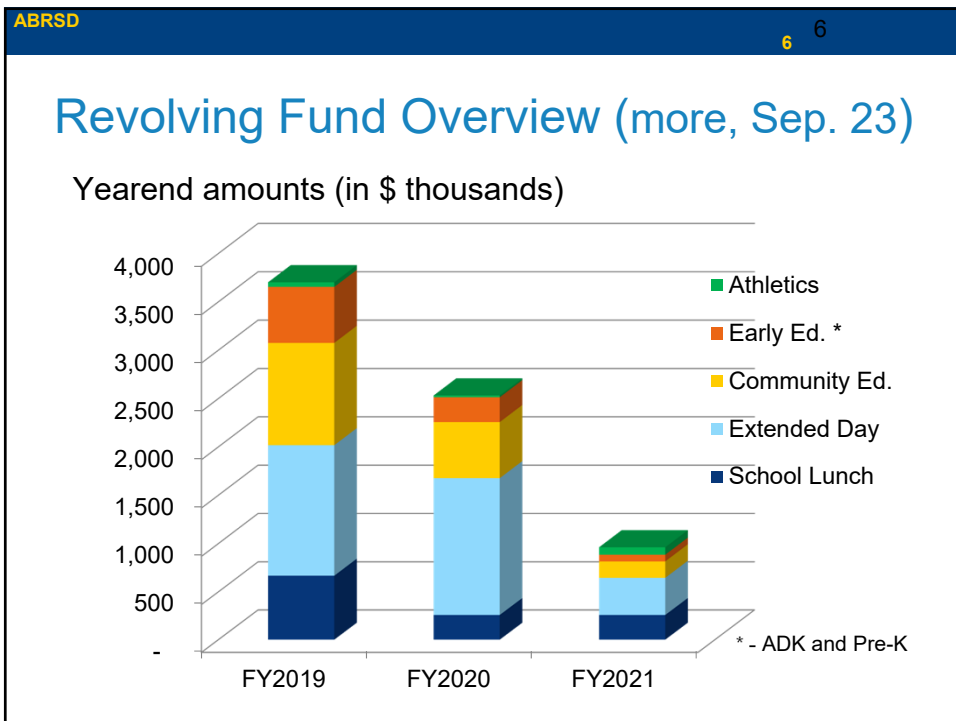
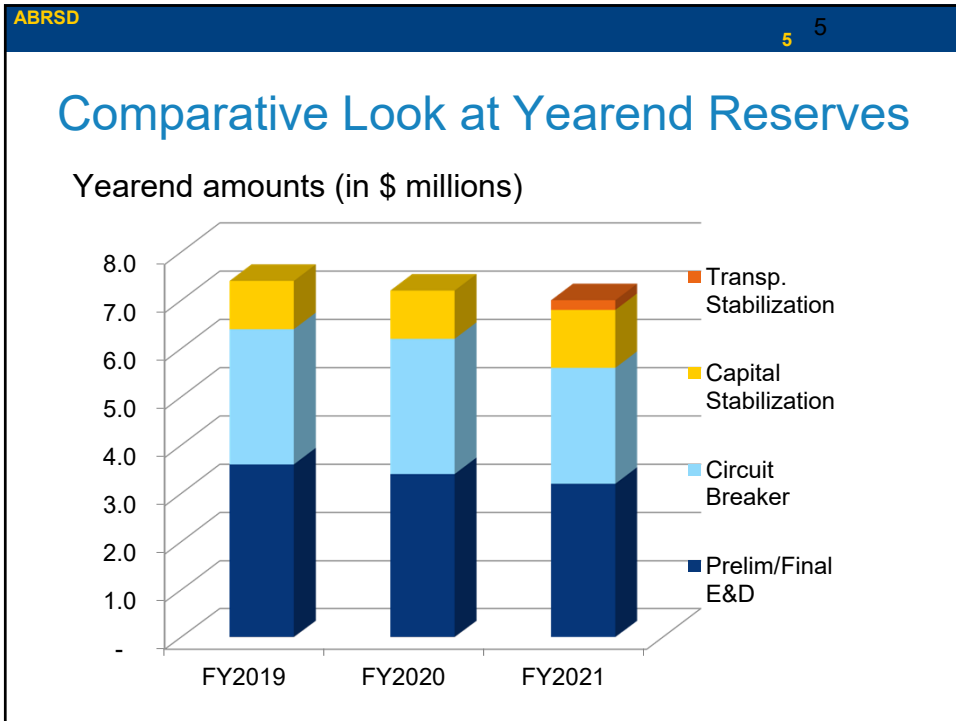
4 4

Comparative Look at Yearend E&D

\$ Amounts in 000s

<u>Item</u>	<u>FY20</u>	<u>FY21</u>
Appropriated Budget	\$90,982	\$96,913
Revenue Surplus	484	70
Expenditure Turnback	670	1,170
Voted Use of E&D and transfer*	-1,145	-1,445
Final/Preliminary E&D	\$ 3,430	\$ 3,226
<i>E&D as a % of Budget</i>	3.5%	3.2%

* - \$200K transferred to Trans. Stabilization for use in FY22



7



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

Federal Relief Grant Update

September 9, 2021

ABRSD

8

8 Relief Programs (to Date) for A-B

<u>Relief Program</u>	<u>Nature</u>	<u>Amount to A-B</u>
FEMA	Reimbursement	(see next slide)
ESSER-1	Allocation (Title 1)	\$ 114,566
CARES Act	Allocation (towns)	1,127,449
Covid Relief (CvRF)	Allocation (Title 1)	1,185,300
Remote Tech.	Award by RFP	116,929
Food Services	Allocation (meals)	15,218
Covid Prevention	State FY21 Budget*	165,675
ESSER-2	Allocation (Title 1)	418,600

* - Allocation based on blend of regular and Title One enrollment

FEMA - Summary

- For emergency Covid measures & safe return to school
- Costs reimbursed after determination of eligibility
- Four “application periods” accounted for by District –
 1. March – June, 2020: APPROVED \$ 73,663
 2. July - October, 2020: DENIED 345,857
 3. Oct., 2020 – Jan. 21, 2021: Pending 286,734
 4. January 22, 2021 – Present: Pending 63,388

Total costs incurred by District	\$769,642
Reimbs. received + expected (1 + 4)	<u>137,051</u>
District exposure if eligibility remains denied	\$632,591*

* - Potential impact to future E&D/reserves

On the Horizon

- Three additional relief funding sources for FY22 & beyond
- Student Opportunity Act (SOA) – Early Literacy Grant
\$100K award; offset to funding MTSS initiative
 - ESSER-3 – Third Title One based allocation
\$923K; offset to funding MTSS initiative
(and other uses prescribed by DESE)
 - American Recovery Plan Act (ARPA)
~\$9 million allocation to Acton and Boxborough
District participation currently under discussion

ABRSD

11 11





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

American Rescue Plan

Preliminary District Requests

WELLNESS • EQUITY • ENGAGEMENT

What is ARP?

American Rescue Plan (ARP)

- Federal grant program
- Provides funds direct to towns
 - RSD's can apply to be sub-grant recipients
- Can only be used for specific purposes/projects *after* March 2021

WELLNESS • EQUITY • ENGAGEMENT

USES of ARP Funds



Support Public Health Response

- **Services to contain and mitigate the spread of COVID-19**, including vaccination, medical expenses, testing, contact tracing, quarantine costs, capacity enhancements, and many related activities
- **Behavioral healthcare services**, including mental health or substance misuse treatment, crisis intervention, and related services
- **Payroll and covered benefits** for public health, healthcare, human services, and public safety staff to the extent that they work on the COVID-19 response



Address Negative Economic Impacts

- **Deliver assistance to workers and families**, including support for unemployed workers, aid to households, and survivor's benefits for families of COVID-19 victims
- **Support small businesses** with loans, grants, in-kind assistance, and counseling programs
- **Speed the recovery of impacted industries**, including the tourism, travel, and hospitality sectors
- **Rebuild public sector capacity** by rehiring staff, replenishing state unemployment insurance funds, and implementing economic relief programs

WELLNESS • EQUITY • ENGAGEMENT

USES of ARP Funds



Replace Public Sector Revenue Loss

- **Ensure continuity of vital government services** by filling budget shortfalls
- **Revenue loss is calculated** relative to the expected trend, beginning with the last full fiscal year pre-pandemic and adjusted annually for growth
- **Recipients may re-calculate revenue loss** at multiple points during the program, supporting those entities that experience revenue loss with a lag



Equity-Focused Services

- **Additional flexibility for the hardest-hit communities and families** to address health disparities, invest in housing, address educational disparities, and promote healthy childhood environments
- **Broadly applicable** to Qualified Census Tracts, other disproportionately impacted areas, and when provided by Tribal governments

WELLNESS • EQUITY • ENGAGEMENT

USES of ARP Funds



Water & Sewer Infrastructure

- **Includes improvements to infrastructure**, such as building or upgrading facilities and transmission, distribution, and storage systems
- **Eligible uses aligned to Environmental Protection Agency project categories** for the Clean Water State Revolving Fund and Drinking Water State Revolving Fund



Broadband Infrastructure

- **Focus on households and businesses** without access to broadband and those with connections that do not provide minimally acceptable speeds
- **Fund projects that deliver reliable service** with minimum 100 Mbps download / 100 Mbps upload speeds unless impracticable
- **Complement broadband investments** made through the Capital Projects Fund

WELLNESS • EQUITY • ENGAGEMENT

Funds Available to Acton & Boxborough

Acton ~ \$7.1M

Boxborough - ~ \$1.7M

Of note:

- Both towns have expressed willingness to share funds with AB
- Somewhat different processes/criteria established by each Selectboard
 - District working to understand funding priorities of each community to help determine District requests.

WELLNESS • EQUITY • ENGAGEMENT

District Requests (For comment)

Priority	Request Amount	Running Total	A Share	B Share	Category	Description
1	\$120,000	\$120,000	\$102,000	\$18,000	Public Health Response	Covid Mitigation Measures (Graduation, AP Exams, Tents, Tables, Chairs for April 2021 Return to School)
2	\$92,000	\$212,000	\$78,200	\$13,800	Equity Focused Services	Community Food Program Mar-Jun 2021
3	\$100,000	\$312,000	\$85,000	\$15,000	Equity Focused Services	Free After School Tutoring Program for students in grades 7-12 (2 years at \$50K each)
4	\$600,000	\$912,000	\$510,000	\$90,000	Equity Focused Services	Tuition Grants for Extended Day Programming based on income level (over 3 years)
5	\$600,000	\$1,512,000	\$510,000	\$90,000	Equity Focused Services	Tuition Grants for ADK based on income level (over 3 years)

* A/B Share presented for discussion only and based on est. 85%/15% split from Regional Agreement

WELLNESS • EQUITY • ENGAGEMENT

District Requests (For comment)

Priority	Request Amount	Running Total	A Share	B Share	Category	Description
6	\$75,000	\$1,587,000	\$63,750	\$11,250	Public Health Response	Social Emotional Screener & Curriculum Materials
7	\$700,000	\$2,287,000	\$595,000	\$105,000	Revenue Replacement (Misc.)?	Telephone system upgrade to integrate with new school
8	\$300,000	\$2,587,000	\$255,000	\$45,000	Public Health Response	New Permanent Outdoor Learning Spaces for 6 schools (not including new building), plus rehabilitation of existing outdoor spaces @ 50K per school
9	\$500,000	\$3,087,000	\$425,000	\$75,000	Revenue Replacement (Misc.)?	Revenue Replacement (Community Education - Extended Day, ADK Tuition)
10	\$200,000	NA		\$30,000	Revenue Replacement (Misc.)?	Blanchard - misc improvements from Capital Plan previously unfunded - Incl. in Boxborough Total

WELLNESS • EQUITY • ENGAGEMENT

Summary

\$3,087,000	Total Requests	TOTAL ARPA Allocation	% RSD Share of Town Allocation
\$2,623,950	Acton Share	\$7,072,733	37.10%
\$663,050	Boxborough Share	\$1,731,567	38.29%

Totals - Categories	
Public Health Response	\$1,120,000
Equity Focused Services	\$1,392,000
Revenue Replacement	\$575,000
Revenue Replacement - Boxb	\$200,000



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: Preliminary Report on FY2021 Closeout
Date: September 2, 2021

Peter, Members –

The Finance Department is completing the closeout process for FY2021; materials have been submitted to the independent auditors (who may have completed fieldwork by the time you receive this) and the DESE and DOR End-of-Year reporting is in process.

This memo provides a detailed summary of FY2021 operating fund activities (revenue and expenditures, budget versus actual), a preliminary estimate of E&D Reserve as of July 1, 2021, a summary of other reserve positions and revolving accounts, an update of federal grants (including Covid/stimulus awards) and a look-ahead to FY2022.

I - FY2021 Budget-to-Actual

REVENUES –	Total Appropriated Budget	\$96,912,701
	Less – Budgeted Use of E&D	<u>(1,145,000)</u>
	Total Budgeted Revenues	\$95,767,701
	Preliminary Actual Revenues	<u>95,838,059</u>
	Net Revenue Variance	\$ 70,358 (0.07%)

A detailed revenue summary is included with this report. Significant components of the anticipated yearend variance are discussed below. Note that much of this variance information was known, and projected in financial reports, previously during the year just ending.

1. Chapter 70 (State Education Aid); variance <\$188K>

The Student Opportunity Act (SOA) mandated that all districts receive a baseline increase in Chapter 70 Aid (Minimum Aid) of \$30 per student. But when the state passed its FY21 budget, fearing a significant financial shortfall due to the then emerging pandemic, it deferred implementation of the SOA, including the Minimum Aid requirement. As a result, A-B's FY21 Chapter 70 Aid was level-funded, at \$160K less than the budgeted amount (which anticipated the Minimum Aid increase. Of less significance, the state corrected a \$27K erroneous payment of FY20 Chapter 70 Aid, resulting in the total FY21 deficit.

2. **Regional Transp. Aid; variance \$350K (\$200K transferred to reserve – see Sec. II below)**
The state provided unanticipated good news twice during the year, in the form of both semi-annual transportation aid payments being significantly higher than expected. It appears that regional districts may have received FY21 transportation aid at a reimbursement rate approximating the long-targeted 100%. As the details have not been posted on the DESE website as of this writing, a more precise analysis of this revenue source is not yet available.
3. **Charter Reimbursement Aid; variance \$148K**
Reimbursements and assessments relating to the Charter School program are subject to fluctuation during the year, as student data are processed. While A-B received much more in FY21 Charter Aid than budgeted (conservatively, at \$50K), this was more than offset by a greater increased assessment; see EXPENDITURES below in this section of the report.
4. **Medicaid Reimbursement; variance <\$86K>**
The district transitioned to a new consultant during FY21 and together we are assimilating the federal program changes that resulted in a lower reimbursement than budgeted.
5. **Investment Income; variance <\$151K>**
Interest rates continue to be depressed, resulting in a deficit (as has been projected all year). It is still noteworthy to observe that the savings to the district's taxpayers from historically lower-than-expected bond rates far exceeds the similar impact on investment earnings.

EXPENDITURES -	Total District Identified Budget	\$96,412,701
	Add – Covid-related Contingency	<u>500,000</u>
	Total Appropriated Budget	\$96,912,701
	Preliminary Actual Expenditures	95,296,198
	Preliminary Encumbrances	<u>446,133</u>
	Net Expenditure Variance	\$ 1,170,370 (1.21%)

Also included with this report are detailed expenditure summaries, by administrative area (budget responsibility) and by character code (account classification). Significant components of the anticipated yearend expenditure variance are discussed below; the discussion tracks to administrative areas, with character code data used as applicable for explanatory purposes.

Admin 01 – Superintendent/School Committee; variance \$345K

The “regular” appropriation for this item closed with a surplus of \$10K, primarily due to less than expected spending on consultants’ services.

The FY21 budget included an unidentified Contingency line item (\$500K), to deal with the potential for unexpected costs associated with the pandemic. The only cost charged to Contingency was the additional FY21 membership assessment by EDCO, as extensively discussed by the Superintendent, to comply with the requirements of its plan of dissolution. As a result, \$335K of the appropriated Contingency is included in the net variance and is being returned as a turnback.

Admin 03 – Finance Department; variance <\$351K> (-1.6%)

This department’s budget consists overwhelmingly of non-discretionary costs, such as: debt service; employee health insurance premiums; retirement-related costs (Middlesex County Retirement System assessments, premiums for workers compensation, Medicare and retiree health

insurance, and contributions to the district's OPEB Trust); and, assessments by the state's Charter School program and Minuteman Tech's program at R.J. Grey Junior High School. Significant budget variances within this area are as follows:

- 1. Health insurance premiums; total variance (employees and retirees) <\$280K>**
As more fully discussed below (see Admin 04 – Human Resources), the district hired additional full-time, certified staff in order to conduct instruction both in person (hybrid) and fully remotely. This incremental hiring was not anticipated in the development of the FY21 health insurance budget; however, since the result of the cost overrun related to employees hired on a one-year contract, this variance is not seen as impacting this item's baseline cost.
- 2. State Assessments; total variance <\$195K>**
As discussed above, the state's final Charter School Tuition assessment (\$517K) was significantly higher than had been budgeted (\$356K), a variance of <\$161K>. When offset by the Charter Aid provided by the state, the net variance (receipt minus assessment) was <\$13K>. Similar to the Charter program, a final accounting for participation in the School Choice program (as a receiving and sending district in FY21) is not available until student enrollment data are confirmed by the state. Due to optimistic forecasting, the district's FY21 budgeted School Choice assessment was short of the final assessment by <\$34K>.
- 3. Other Insurance and Fringes; total variance \$181K**
Through taking advantage of prepayment discounts (MCRS, MIIA), favorable claims experience (MIIA), federal stimulus funds (unemployment claims), and conservative budgeting (Medicare, life insurance premiums), the district had favorable budget variances in these areas which, individually, are of less financial significance to the overall appropriation.
- 4. Debt Service; total variance <\$51K>**
When the budget for this line item was established, it was not foreseen that the annual obligation (\$25K) by Friends of Leary Field, to subsidize the debt incurred for that related project, would expire in FY20. Additionally, the final structuring of the \$7.5M CIP bond was done in a manner of reducing annual debt service outlays going forward, resulting in an increase in \$25K principal payment in year one, but savings over the 10-year bond term.

Admin 04 – Human Resources Department; variance \$171K (0.3%)

This department's FY21 budget result reflected two significant actions relating to the pandemic and our need to provide both live (hybrid) and remote instruction, with a focus on such instruction being performed by certified teachers. New certified teachers were hired – on a one-year contract – to augment existing staff in order to provide 30 FTE for the Remote Learning Program (RLP). A total of \$1,355K of such incremental staff was hired, unanticipated in the FY21 budget. In addition, the district retired the final payment for Early Retirement Incentive, at cost that exceeded budget by \$174K. These were the main drivers of a total budget deficit for certified staff of (\$1,501K).

On the other hand, while the reduction in instructional days authorized by DESE (from 180 to 170) did not affect the payment for certified staff as noted above, it did significantly reduce the obligation for payment of hourly support staff. Additionally, the district further reduced hourly support costs by designating Wednesdays as remote learning days for all students, saving on costs for teacher assistants, bus drivers, etc. And through the ESSER-2 program, we charged \$347K of assistants to support the RLPs to a federal relief fund, transferring the related costs from the operating budget. As a result, the total FY21 budget savings in support staff was \$1,761K.

Also of note, due to the additional need to clean and disinfect buildings, classrooms and surfaces, the use of custodial services required additional manpower than anticipated pre-pandemic. Total custodial staff costs therefore exceeded budget, resulting in a deficit of (\$62K).

All other cost categories within personnel tracked closer to budget than those discussed above or, because of the relative size of the category compared to the personnel budget as a whole, did not result in a variance that was significant to the department total.

Admin 05 – Special Education Department; variance <\$371K> (-5.2%)

90% of this department’s budget consists of two categories: out-of-district tuition and special needs transportation. The yearend variance is likewise overwhelmingly reflective of the same categories.

1. Tuition, including Circuit Breaker (CB) offset; net variance <\$415K>

Despite the apparent dire outcome shown above, the district continued its favorable trend of under spending its gross tuition budget, as shown in the following table of FY21 results:

<u>Type of Program</u>	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Private Day (47 students)	\$4,318K	\$4,145K	\$ 173K
Residential (12 students)	1,701K	1,973K	<272K>
CASE Collab. (16 students)	1,156K	1,021K	135K
Other Collabs. (11 students)	712K	584K	128K
Extended Year (summer) Services	<u>227K</u>	<u>228K</u>	<u><1K></u>
Gross Tuition cost	\$8,114K	\$7,951K	\$163K (2.0%)
Less – Circuit Breaker offset*	<u><3,599K></u>	<u><3,021K></u>	<u><578K></u>
Net Tuition expenditure	\$4,515K	\$4,930K	<\$415K>

* - Actual CB used (to offset tuition costs) represents the total received under that program during FY20; districts must spend all funds received by the end of the subsequent FY.

2. Special Needs Transportation; total variance \$64K

Because of a reduction in the services required to transport out-of-district students (some of them opting to remain at home for at least a portion of FY21), special needs transportation, budgeted at \$1,877K, cost the district \$1,813K, resulting in the variance noted above.

Admin 06 – Education Technology Department; variance \$3K (0.7%)

Technology purchases during the “pandemic year” were augmented by several federal relief sources (see later in this report), thereby spending from appropriated funds at the budgeted level.

Admin 07 – Facilities and Operations Department; variance \$546K (15.7%)

The disrupted building usage caused by the pandemic resulted in significant avoided utility costs. Transportation costs were similarly under budget, as the need for services was greatly reduced by the hybrid schedule (for those students who chose to attend in person) and the remote program (for those students who opted to remain at home). Specific budget variances in this area are as follows:

1. Utilities; net variance \$393K

Through the ongoing efforts of department staff, the district received \$192K in rebates (energy-efficiency discounts, solar energy credits, etc.) which offset budgeted utility costs. In addition, reduced student and staff attendance throughout the year resulted in a reduction

in electricity usage, and net cost savings (particularly at the HS, JHS, Admin and Parker-Damon buildings; not as dramatic at the older buildings) of \$160K (15% under budget of \$1,065K). Heating costs (for natural gas) tracked much more closely to budget, but still returned a net surplus of \$37K (8% under budget of \$479K). Similarly, charges for water and sewer reflected reduced building usage and returned \$27K (16% under \$171K budget).

2. Transportation; net variance \$186K

While a majority of the line items relating to transportation (\$700K out of \$1,082K total) represent fixed costs not significantly affected by the pandemic and reduced service needs (insurance, lease payments, routing software), the remaining areas generated the above surplus. Variable cost savings included fuel, contracted bus drivers and routing software.

3. Maintenance Services and Supplies; net variance \$44K

Actual costs for maintenance (contracted services, plus supplies and equipment for in-house performance of maintenance, custodial and security tasks) always varies with respect to an individual line item budget-to-actual analysis. So, while overall this category expended over 95% of its budget, variation existed frequently among line items. The two most significant areas of note were waste removal (\$160K spent from a budget of \$95K) and custodial and maintenance supplies (\$90K spent against a budget of \$224K). Both of those results have pandemic ties: waste removal costs were increased as space was needed to be cleared for live instruction in socially distant environments; and a significant amount of cleaning supplies were deemed responsive to Covid mitigation and charged to the FEMA grant fund.

4. Capital Outlay (non-CIP); total expended \$109K (unbudgeted)

Each year of the district's Capital Improvement Plan (CIP) provided for \$100K of non-identified spending on unforeseen projects. The FY21 budget for capital expenditures was reduced to zero; however, certain emergency repairs (among grounds, buildings and equipment – and not charged to the FEMA grant) were necessary under the circumstances.

Admin 02 – Teaching & Learning; variance \$58K (16%)

Admin 10 – Diversity, Equity & Inclusion; variance \$109K (35%)

Together, these departments accounted for a significant portion of the district's total turnback. Through strategic use of several federal and state Covid-related relief grants, we were permitted to supplant what otherwise would have been budgeted costs with eligible grant expenditures. Examples include “wrap-around” family services provided through our contract with the Assabet Valley Collaborative, stipends to staff for development of the remote and hybrid learning structures used during the school year, and savings from avoided costs of deferring many of the customary professional development initiatives and summer programs that were rendered moot by Covid..

Instructional Programs (Buildings and Departments); variance summary as follows:

	<u>Budget</u>	<u>Actual</u>	<u>Variance</u>
Admin 15 – Senior High	\$547K	\$386K	\$158K
Admin 16 – Junior High	264K	173K	91K
Admin 17 – Blanchard	96K	48K	48K
Admin 18 – Conant	91K	51K	41K
Admin 19 – Douglas	84K	44K	39K
Admin 20 – Gates	84K	47K	37K
Admin 21 – McC/Towne	114K	64K	50K

Admin 22 – Merriam	96K	54K	42K
Admin 08 – Performing Arts	89K	54K	34K
Admin 09 – Visual Arts	128K	90K	38K
Admin 13 – Athletics	114K	47K	66K
Admin 39 – Health/Phys. Ed.	31K	17K	<u>14K</u>
			\$658K

From a strictly financial standpoint, this aspect of the pandemic yielded benefits to the district, mostly in the form of avoided costs (fewer in-person students for whom to purchase materials) substituted where applicable for remote learning materials (eligible for funding by federal relief grants). The athletics program was nonexistent for a large portion of the year and then resumed in a much diminished capacity from normal.

Additionally, once hybrid learning had transitioned to 4-days-per-week instruction in April & May, the district imposed strict spending controls and essentially froze remaining instructional budgets, except for emergencies and documented essentials. The costs associated with HS graduation activities were charged to the towns' CARES Act grants and are pending reimbursement. \$210K of the above surplus resulted from a budget transfer; at the beginning of the year, the senior leadership team orchestrated the hiring of three additional special education teachers by reducing the operating budgets of each of the six elementary schools by \$35K. These educators were seen as essential toward providing services for students with identified and anticipated IEP needs in what was a not-yet-tested instructional model.

GENERAL (OPERATING) FUND SUMMARY -

Revenue Variance	\$ 70,358
Expenditure Variance:	
District Identified Budget Items	835,305
Unexpended Covid-related Contingency	<u>335,065</u>
Net Budget Variance	\$ 1,240,728

II – Preliminary Estimate of E&D Reserve as of July 1, 2021

Certified E&D Reserve as of July 1, 2020	\$ 3,429,832 (3.5%)*
Add – Net Budget Variance (previous page)	1,240,728
Less – Voted transfer to transportation reserve**	(200,000)
Less – Appropriated with FY22 Budget	<u>(1,245,000)</u>
Preliminary E&D as of July 1, 2021	\$ 3,225,560 (3.2%)*

* - percentage of subsequent year appropriation (max = 5.0%)

** - from state Regional Transportation Aid surplus (see Sec. I, item 2 above)

From an accrual basis, fund accounting standpoint, the above calculation provides a reasonable estimate of E&D Reserve at the end of FY21. However, the certified balance may vary from that total, generally for three reasons. First, the impact of any variances from the disposition of

accrued prior year (FY20 or earlier) transactions is considered. Next, any FY22 expenditures that have been prepaid as of June 30, 2021 are treated on a cash basis to reduce E&D, serving as a statutory safeguard against mistakenly – or otherwise – overspending future appropriated funds. Lastly, any deficit balances as of June 30, 2021 in non-Operating funds (i.e., grants and revolving funds) are deducted. This process is overseen, and the resulting amount is certified, by representatives of the Department of Revenue (DOR); that process will be scheduled and completed several months from now.

One unresolved conceptual issue is what impact the disposition of pending (i.e., not yet reimbursed) Covid-related grant funds might have on certified E&D. To the extent any such funds that are in a deficit position on a cash basis as of June 30, 2021 (e.g., FEMA, CARES Act), it is possible that DOR might treat such deficits in the same manner as above and adjust certified E&D by reducing the amount by those deficits. Any reductions of this nature would be reversed in the following year, upon collection of the related reimbursements.

A summary of federal relief grant funds and their status as of yearend appears later in this report.

III – Summary of District Reserve Accounts as of June 30, 2021

The district's overall financial position, based on its identified reserve funds as of yearend, remains strong, as evidenced by the following reserve fund summary for FY21:

<u>Fund</u>	<u>Reserve Type</u>	<u>Begin Balance</u>	<u>Net Change</u>	<u>Ending Balance</u>
1000	Unreserved FB*	\$ 3,619,325	\$112,840	\$ 3,732,166
3016	Circuit Breaker	2,821,075	(411,059)	2,410,016
3418	Transportation	-	200,000	200,000
4003	Capital Stabilizn.	1,018,724	172,479	1,191,204
	Totals (FYI)	\$ 7,459,124	\$ 74,260	\$ 7,533,386
	<i>% of Gen. Fund budget</i>	<i>7.7%</i>		<i>7.6%</i>

* - General Fund Unreserved Fund Balance is the district's accrual basis reserve, representing the cumulative difference between cash and other assets (including accrued receivables) versus liabilities (including accrued expenses) and other commitments of the general fund. On an accounting basis, it is the starting point from which E&D Reserve is determined, after making the statutory adjustments as discussed above. While "Certified E&D" is the more familiarly-used measure of uncommitted district reserves (just as "Free Cash" is to town reserves), Unreserved Fund Balance offers a more accurate measurement of financial position when presented in the above combined analysis.

IV – Summary of Revolving Fund Accounts as of June 30, 2021

While the district's General Fund position remained strong despite (or in some cases attributing to) the pandemic, the same cannot be generally said for Special Revenue (Revolving) Funds. Unlike Revolving Funds, the district's primary operation is securely funded by assessments to both towns, who vote appropriations from their own financing sources. Unlike the General Fund, where reduced patronage (e.g., fewer in-person services due to the Remote Learning Program) sometimes resulted in cost savings as noted previously, fewer customers participating in fee-for-service programs obviously meant proportionately less revenue, but often without the ability to save on costs, especially that of program overhead (an exception to this was Athletic

Revolving). Finally, where federal relief funds provided positive financial benefit to the General Fund, they had limited impact on Revolving Funds, consisting exclusively of the USDA eligibility waiver (allowing all students to receive free lunches) and CARES Act reimbursement (by Acton and Boxborough) to support the Curbside Meals program. Given this synopsis, it comes as no surprise that School Lunch and Student Athletics were the only two of the district's Revolving Funds where FY21 revenues equaled or exceeded their costs.

<u>Dept./Fund</u>	<u>Program</u>	<u>Begin Balance</u>	<u>Net Change</u>	<u>Ending Balance</u>
Food Services Department –				
1000	School Lunch	\$ 257,637	\$ 325	\$ 257,962
Community Education Department –				
3402	Adult Ed. & Gifts	430,168	(397,910)	32,258
3404	Driver Education	149,538	(11,481)	138,057
3407	Extended Day	1,418,424	(1,031,230)	387,194
Other Departments -				
3405	Athletics & Gifts	17,613	59,009	76,622
3406	All-Day Kindergarten	153,131	(89,176)	63,955
3428	Occ. Development	174,370	(14,324)	160,046
3429	Integrated Pre-K	104,434	(99,918)	4,516

With over \$1.6M in aggregate losses, the district's revolving funds have dropped by nearly \$3M during the past two, pandemic-affected years. A more in-depth report on these programs, specifics regarding the financial results of operations (FY21 are comparatively with prior years), and prognoses for the prospects of returning to “normal” levels of financial activities for these programs will be presented at a September meeting.

V – Summary of Federal Grant Accounts as of June 30, 2021

ENTITLEMENTS through DESE – The district expended over \$1.6M from entitlement grants it received in FY21, including balances legally carried over from FY20. All required financial reports have been filed and there are no deficit grant balances.

FEDERAL (Covid Relief) FUNDS – Without federal stimulus relief, mostly received as pass-through grant from the state (and some from the two towns), the district's current financial position would be dire. It is sobering to attest to the closeness between the amount of formula-based relief (from CARES Act and other federal appropriations, allocated to the district and towns) used by the district in FY21 (\$3,144K) and the preliminary estimate of E&D shown above (\$3,225K). Therefore, it is appropriate to say that the entirety of the district's main, and most visible, reserve would have been essentially drained in order to provide the hybrid, remote and in-person educational services offered in FY21 without those Covid relief funds.

Unfortunately, not all federal relief was provided as advertised. Due to fundamental changes in cost eligibility announced *during the pandemic*, we have only been reimbursed to date \$74K by FEMA, out of \$803K of costs charged to the related fund. Our initial FEMA grant application, submitted last summer, resulted in unusually quick processing of the claim and reimbursement of funds (initially at 75%, but ultimately at 100%). Moreover, we were encouraged to continue

to submit additional applications for similar expenditures (for HVAC equipment, PPE, supplies and equipment for cleaning, health (nurses), food services, and others), which we did – with the target of maximizing the **safe return** of students and staff to school buildings last September.

The eligibility changes, approved under the previous federal executive administration (effective September, 2020) were operative through January 21, 2021, on which date President Biden’s administration restored eligibility standards (albeit not retroactively) and provided for 100% reimbursement. Thus, during the period of time when A-B – like most districts that scrambled under uncertain guidance to safely return their students, who had taught remotely since March, to school – MOST needed the financial partnership of an emergency funding resource such as FEMA in order to accomplish that task, the rules were changed. We are attempting to collaboratively (with other districts also facing this issue) engage elected officials and others to consider retroactively reverting cost eligibility rules. Otherwise, these costs would need to be reimbursed through CARES Act/ARPA relief fund allocations available to the two towns.

A personal remark: It should be noted that the tremendous amount of accounting and record keeping – including identifying and matching potential Covid-related costs with eligible funding sources, processing adjustments between funding sources when new ones are announced and strategic changes are warranted, and filing timely reports to the state and both towns to secure reimbursements – fell mostly onto Tom Blondin’s plate, with significant assistance (for grants in their specific program areas) from Kirsten Nelson and Kirstin Lynch (Food Services) and Amy Bisiewicz (Technology). The (mostly) positive results discussed above would not have been possible without their considerable input, expertise and persistent efforts.

VI – FY2022

A few months ago, despite Covid-related precautions still in effect at graduation, town meetings, etc., we appeared in full transition mode, ready to envision a return to a more normal mode of school services in September. As you know, that vision now appears to be more like a mirage. And so, there will be more clouds of uncertainty before a clearer picture, and reality, of post-pandemic life emerges.

Unlike last year at this time, we do not have the safety net of a Contingency built into our upcoming school year budget. However, the state’s financial picture is much stronger, and less uncertain, than it was a year ago, and that the state and federal governments (with the exception of FEMA as noted above) have been essential financial partners and benefactors, enabling the district to get through what was, hopefully, the longest duration of the pandemic. But any return to Covid-related measures that restrict gatherings risk more financial havoc being wrought on programs like Community Ed, Extended Day and All-Day Kindergarten.

The recently-passed state budget resumes (technically begins) implementation of the Student Opportunity Act, which is intended to provide an additional \$1.5B in education aid over a 7-year period. Because of continued declining enrollment, A-B does not appear to be a candidate to receive anything in the way of additional Chapter 70 aid other than the required \$30 per pupil Minimum Aid...but as noted above, even that will be above what was provided last year.

The district’s FY22 budget makes use of an unprecedented amount of reserves (over \$5M when considering the total of E&D, Capital and Transportation Stabilization, and Circuit Breaker),

representing another increase in total usage from the previous year. Future budgets should attempt to level, if not reduce, the use of these reserves; that will be a difficult process when, as is essentially the case, use of reserves at the current levels represents the “base budget”.

Ending this report on a positive note, the allocation of ever more federal relief funding will provide both the district and the two towns with additional opportunities to shore up finances where needed, offset potential future deficits, and entertain eligible initiatives. With nearly \$10M in funds allocated between ESSER-3 (\$918K to the district) and ARPA (to Acton and Boxborough) grants, the process of identifying and proposing uses, and deciding among various priorities and applying for these funds, will take up a significant amount of the time and effort of officials in our community.

Lastly, while this is intended to be a preliminary report on FY21 finances, the information contained herein will be augmented as necessary as anticipated events and/or conditions change.



Acton-Boxborough Regional School Committee

Meeting Agenda Item Summary

MEETING DATE	09-09-21	AGENDA ITEM NUMBER	3.c
AGENDA ITEM TITLE	CONSENT AGENDA: Approval of Meeting Minutes, FY22 Assignments & Liaisons, Recommendation to Establish a Community Engagement Subcommittee		
PRESENTER(S)	Adam Klein		
SUMMARY OF TOPIC	Items on the Consent Agenda do not usually require discussion and are approved with one vote. After members are asked if any items should be held out for individual consideration, a motion to approve the consent agenda is made, seconded, and voted on. Any items held from the consent agenda are then discussed and voted on separately.		

WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?			
	No action requested - this is a short update or presentation of information		
	Request input and questions from the School Committee, but no vote required		
X	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	
	X	with the request that the School Committee take action immediately	

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

SUGGESTED MOTION	"Move that the ABRSC approve the consent agenda as proposed/amended."
FOLLOW-UP	
APPROX. TIME FOR THE AGENDA ITEM (MIN.)	5 min.
ATTACHMENTS	Draft minutes of 8/19/21 and 8/26/21, Memo with proposed FY22 list of assignments and liaisons as compiled by the Chairperson

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

WELLNESS • EQUITY • ENGAGEMENT

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

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

Members Present: Ben Bloomenthal, Adam Klein, Tessa McKinley, John Petersen, Andrew Schwartz, Nora Shine, Yebin Wang
Members Absent: Evelyn Abayaah-Issah, Kyra Cook, Ginny Kremer, Amy Krishnamurthy
Others: Marie Altieri, Peter Light, Beth Petr

The ABRSC was called to order at 7:04 p.m. by Chairperson Adam Klein.

Adam stated that the meeting was being conducted as a hybrid with all of the School Committee members in the auditorium (with the exception of Evelyn Abayaah-Issah, Kyra Cook, Ginny Kremer, and Amy Krishnamurthy who were absent), along with members of the public. The following committee members were in attendance: Ben Bloomenthal, Adam Klein, Tessa McKinley, John Petersen, Andrew Schwartz, Nora Shine, and Yebin Wang.

In an ongoing effort to make meetings as secure as possible, members of the public who wished to comment virtually were asked to register 24 hours prior to the start of the meeting using the link at the top of the agenda. Members attending in person were invited to speak at the public microphone as in the past. To view the meeting virtually the public was asked to use Acton tv's youtube channel (found at the top of the agenda). The Chair stated that the meeting was being recorded and would be posted on Acton TV's website at actontv.org.

1. **Chairperson's Welcome - Adam Klein**
Adam welcomed back all of the teachers and staff who had returned the previous day. He also thanked the Committee members and many members of the public who participated in the previous week's special meeting regarding the new Mask policy.
2. **Public Participation - none**
3. **ONGOING BUSINESS**
 - a. **School Opening Update & Discussion – Peter Light**

Mr. Light shared that while it was a great day, it was a different Staff Opening than the usual gathering in the auditorium. While last year was held on zoom, this year was outside on Leary

Field and it worked out nicely. New staff and administrators, as well as those celebrating their 30 year anniversary, and those who just earned professional teacher status were recognized. Everyone is excited to welcome our students back on Monday.

Mr. Light reported that the day after the Committee voted the revised mask policy, the state voted a mask policy to be effective until Oct 1 and it supports everything AB put in place. He asked if there were any remaining questions regarding the opening of school.

Comments included:

- Could more information be shared about time outside for students? The Junior and Senior High Schools both have outdoor lunch options. Teachers will be encouraged to bring kids outside, as appropriate. High Schoolers can also go out during a free period without masks.
- The new procedures do not have a defined stage for the elimination of masks. The Superintendent wants to be a little figurative about the data. There is clarity in that we will look at a variety of data, and we trust that the numbers come from a stable place. Updates will be shared every two weeks at School Committee meetings including where we're at in the decision-making process. Clear communication is key for the Committee as well as families. The procedures will be updated.
- Distancing is not a requirement now. Any recommendations for students and teachers during lunch and snack time when masks are off? This is being considered but it is difficult to put specific rules in place if they are not totally enforceable.
- Are we in a more challenging situation going into this year or last year? Mr. Light responded that it is more positive now. A focus last year was how long until schools would have to close down due to the virus, and we never had to. We gained a lot of experience.
- Do we have a backup plan if many students have to be quarantined? If we see in school transmission, we will be in touch with DPH and local health departments to talk about further steps. From an educational standpoint, every student in quarantine this year will be able to access classroom education via zoom, unlike last year.

b. **Consent Agenda/Action Items**

- 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*

Mr. Light noted that the imprest balance vote is for the same balance every year and the OPEB membership is determined by the Trust. He added that EDCO is in name only at this point and not a fully functioning entity. The EDCO Board has to continue for one more year.

Given there were no holds on the consent agenda, John Petersen moved, Tessa McKinley seconded and it was unanimously,
VOTED: to approve the consent agenda. (Nora Shine was out of the room.)

c. **Subcommittee and Member Reports**

i. School Building Naming Update -

In Amy's absence, Adam reported that the subcommittee met on Monday night and will be bringing a recommendation to the School Committee meeting on September 9.

ii. School Building Committee Update – *Peter Light*

The building continues to be on schedule and on budget. The boardwalk will be turned over to the district on Monday morning. The building should be fully enclosed by early winter. Mr. Light shared some great pictures of the progress.

iii. Acton Leadership Group (ALG) Update - *John Petersen*

ALG met on 8/26/21 with Kyra Cook and John as ABRSC representatives. Both the schools and town unofficially reported essentially no net use of reserves (E&D or Free Cash) for FY21. Reserves associated with various ABRSD operating funds were significantly reduced in FY21. The result would have been substantially negative if federal grants had not covered COVID related expenses. Regarding revenue, the current assumption is that Acton will tax to the levy limit. The use of ARPA funds will be a standing ALG agenda item. ALG discussed the possibility of moving Acton Town Meeting to align with Boxborough's Town Meeting. The advantages include an additional 5-6 weeks to prepare for the first ABRSD budget vote, an additional month of actual expense data, an additional month of state budget data and additional time for the Acton HIT to set rates. Marie noted that Acton has historically had one of the earliest Town Meetings. Operationally, aligning the Town Meetings would more efficiently use ABRSD administrative time in preparing the presentations and budgets. The Selectboard will discuss the merits of moving Acton Town meeting to mid-May.

Mr. Light added that typically School Committee would be informed of any information before it is discussed at ALG, however due the timing of the two meetings some of the Year End information was shared this morning. Dave Verdolino will give that presentation at the next School Committee meeting. This includes the revolving fund balances and in particular, Extended Day/Comm Ed, Food Services and All Day Kindergarten. Those fund balances are giving us some concern due to last year's anomalies.

iv. FY22 Assignments and Liaisons - ~~Possible **VOTE**~~ - *Adam Klein*

The next meeting will include a proposed list and a new subcommittee for consideration.

d. **Statement of Warrants and Recommendation to Approve – VOTE – Adam Klein**

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

4. **FYI**

Copies of the MGL laws book are available, and information about a professional learning opportunity was emailed to the Committee.

5. **Adjourn**

Ben Bloomenthal moved, Tessa McKinley seconded and it was unanimously **VOTED** to adjourn the ABRSC at 7:41 p.m.

Respectfully submitted
Beth Petr

List of Documents Used: see agenda

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



Acton-Boxborough Regional School District

15 Charter Road Acton, MA 01720

978-264-4700

www.abschools.org

TO: Acton-Boxborough Regional School Committee Members

FROM: Adam Klein - Chair

DATE: 9/2/2021

RE: New Subcommittee and FY22 Liaison & Subcommittee Assignments

In accordance with [Policy BDE](#), I am bringing to the committee a request to establish a new Community Engagement subcommittee. Following the discussion at the committee's summer workshop, and in response to community feedback, this is a reasonable way for the Committee to better engage with the Acton-Boxborough Community.

The Community Engagement subcommittee is aligned with the Superintendent evaluation standard for Family and Community Engagement. The subcommittee will promote the learning and growth of all students, the success of faculty and staff, and a deeper engagement with the greater Acton-Boxborough Community through more receptive, responsive, and regular communication.

Attached to this memo are the Liaison and Subcommittee assignments for this year. As discussed in our summer workshop, the liaison assignments are an important way for our committee to connect with and hear from other leaders in our community. Please be sure to connect with the groups for whom you are a liaison.

For our subcommittees, you will see the main administration contact in bold. The chair will work with the administration to build the meeting agendas. Beth will post all meetings. As a new guideline this year, with the exception of the Policy subcommittee, **all subcommittees will be responsible for recording the minutes of their meetings according to the Open Meeting Law**. The chair of the meeting will be responsible for assigning another non-administrator member of the committee to take minutes. Please provide the draft minutes to Beth **within one week** of the meeting.

Recommended motion: I move to approve the creation of a Community Engagement Subcommittee and to approve the subcommittee assignments for the FY22 school year.

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

Acton-Boxborough Regional School Committee 2021-2022
Subcommittees & Assignments

ASSIGNMENTS:

CASE Board Member	Superintendent Peter Light
EDCO Board Member (voting member)	Superintendent Peter Light
EDCO Advisory Member (non-voting member)	Adam Klein
Health Insurance Trust (HIT) Representative	John Petersen (<i>chair</i>), Evelyn Abayaah-Issah
PTSO Liaison Coordinator	Tessa McKinley
Special Education Parent Advisory Committee Liaison	Tessa McKinley, Ben Bloomenthal
Acton Leadership Group (ALG) Representatives	John Petersen, Kyra Cook
Acton Board of Selectmen Liaison	Ben Bloomenthal
Acton Finance Committee Liaison	Amy Krishnamurthy & Andrew Schwartz
OPEB Trust Fund Board of Advisors	ABRSC Chairperson, Adam Klein
Boxborough Leadership Forum (BLF) Representatives	All Boxborough Members
Boxborough Select Board Liaison	Evelyn Abayaah-Issah
Boxborough Finance Committee Liaison	Adam Klein
Danny's Place Youth Services Advisory Board	Amy Krishnamurthy
Legislative Liaison	Ginny Kremer
Diversity, Equity and Inclusion Liaison	Kyra Cook

SUBCOMMITTEES:

Budget Subcommittee	Kyra Cook (<i>chair</i>), Adam Klein, John Petersen, Andrew Schwartz, Amy Krishnamurthy, Liaison: Dave Verdolino
Capital Improvement Subcommittee	Yebin Wang (<i>chair</i>), John Petersen, Ben Bloomenthal, Liaison: JD Head
Community Engagement Subcommittee	Andrew Schwartz (<i>chair</i>), Kyra Cook, Amy Krishnamurthy, Liaison: Peter Light
Policy Subcommittee	Nora Shine (<i>chair</i>), Evelyn Abayaah-Issah, Ginny Kremer, Yebin Wang, Ben Bloomenthal, Liaison: Andrew Shen
School Building Committee	Adam Klein, Amy Krishnamurthy, Liaison: Marie Altieri
Warrant Signature Subcommittee	Nora Shine, Amy Krishnamurthy, Adam Klein, Kyra Cook, John Petersen, Liaison: Dave Verdolino
Negotiations Subcommittee	TBD

File: BDE - SUBCOMMITTEES OF THE SCHOOL COMMITTEE

The School Committee shall appoint members to subcommittees annually for a period of one year. These subcommittees may be created for a specific purpose and to make recommendations for Committee action.

1. The subcommittee will be established through action of the Committee.
2. The Committee chairperson, subject to approval by the Committee, will appoint the subcommittee chairperson and its members.
3. The subcommittee will be provided with a list of its functions and duties.
4. The subcommittee may make recommendations for Committee action, but it may not act for the School Committee.
5. All subcommittees of the School Committee are subject to the provisions of the Open Meeting Law.

SOURCE: MASC

LEGAL REF.: M.G.L. [30A:18-25](#)

CROSS REF.: [BEC](#), Executive Sessions

NOTE:

The cross reference to policy [BEC](#) is included because the open meeting law, and its exceptions, applies to both School Committee meetings and meetings of the subcommittees of the School Committee.

APPROVED: 10/15/20

Acton-Boxborough Regional School District



Acton-Boxborough Regional School Committee

Meeting Agenda Item Summary

MEETING DATE	09-09-21	AGENDA ITEM NUMBER	3.d
AGENDA ITEM TITLE	Subcommittee and Member Reports		
PRESENTER(S)	various		
SUMMARY OF TOPIC	Customary updates from the Subcommittees, ALG, BLF and EDCO if they have met since the last School Committee meeting		
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		
<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:		
		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	
<i>If formal action is requested, include a suggested motion or contact Beth Petr.</i>			
SUGGESTED MOTION			
FOLLOW-UP			
APPROX. TIME FOR THE AGENDA ITEM (MIN.)	5 min.		
ATTACHMENTS	none		

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

WELLNESS • EQUITY • ENGAGEMENT



Acton-Boxborough Regional School Committee

Meeting Agenda Item Summary

MEETING DATE	09-09-21	AGENDA ITEM NUMBER	3.e
AGENDA ITEM TITLE	Statement of Warrants and Recommendation to Approve		
PRESENTER(S)	Adam Klein		
SUMMARY OF TOPIC	Warrants are the listing of all payments made by the school district for the period, including payroll, vendors and others. The School Committee approves these at every meeting.		

WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?			
		No action requested - this is a short update or presentation of information	
		Request input and questions from the School Committee, but no vote required	
X		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
		X	with the request that the School Committee take action immediately

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

SUGGESTED MOTION	See motion in memo in the packet from D. Verdolino
FOLLOW-UP	
APPROX. TIME FOR THE AGENDA ITEM (MIN.)	2 min
ATTACHMENTS	Summary memo from D. Verdolino in the addendum and posted folder of individual warrants

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

WELLNESS • EQUITY • ENGAGEMENT



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

September 9, 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.

<u>Warrant Type</u>	<u>Date</u>	<u>Warrant #</u>	<u>Amount</u>
PAYROLL	08/26/21	P2205	\$ 553,321.67
VENDOR	08/26/21	22-005PR (Payroll Deductions)	\$ 211,216.20
	09/02/21	22-005 (Vendor)	\$ 2,461,387.47



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

Recommended Motion Wording

I move that the School Committee vote to approve:

Payroll warrant(s) as follows –

Number P2205 dated 8/26/2021 in the amount of \$ 553,321.67;

Payroll deduction warrant(s) as follows –

Number 22-005PR dated 8/26/2021 in the amount of \$ 211,216.20;

Vendor warrant(s) as follows –

Number 22-005 dated 9/2/2021 in the amount of \$2,461,387.47.



Acton-Boxborough Regional School Committee

Meeting Agenda Item Summary

MEETING DATE	09-09-21	AGENDA ITEM NUMBER	FYI
AGENDA ITEM TITLE	For Your Information (FYI)		
PRESENTER(S)	The Chairperson and/or Superintendent may highlight individual items		
SUMMARY OF TOPIC	A variety of items may be found in the FYI: announcements, awards, publicity, reference materials, etc. that do not need discussion.		

WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?			
X	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.

SUGGESTED MOTION	
FOLLOW-UP	
APPROX. TIME FOR THE AGENDA ITEM (MIN.)	
ATTACHMENTS	various

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

WELLNESS • EQUITY • ENGAGEMENT



Acton-Boxborough Regional School District

16 Charter Road
Acton, MA 01720
978-264-4700

www.abschools.org/school-committee



**ACTON-BOXBOROUGH REGIONAL SCHOOL COMMITTEE MEMBERS
2021-2022**

Evelyn Abayaah-Issah	Boxborough	eaissah@abschools.org	May 2023
Benjamin Bloomenthal	Acton	bbloomenthal@abschools.org	April 2024
**Kyra Cook	Acton	kcook@abschools.org	April 2023
*Adam Klein	Boxborough	aklein@abschools.org	May 2024
Ginny Kremer	Acton	gkremer@abschools.org	April 2022
Amy Krishnamurthy	Acton	akrishnamurthy@abschools.org	April 2023
Tessa McKinley	Boxborough	tmckinley@abschools.org	May 2023
John Petersen	Acton	jpetersen@abschools.org	April 2022
**Nora Shine	Boxborough	nshine@abschools.org	May 2022
Andrew Schwartz	Acton	aschwartz@abschools.org	April 2024
Yebin Wang	Acton	ywang@abschools.org	April 2023

The Committee may be emailed at abrsc@abschools.org. These emails will also be received by the Superintendent, Deputy Superintendent and the Committee's Executive Assistant, Beth Petr. Beth may be reached at 978-264-3311 or bpetr@abschools.org.

* Chairperson

** Vice-Chairperson

ACTON-BOXBOROUGH REGIONAL SCHOOL COMMITTEE MEETINGS 2021-2022

Acton-Boxborough Regional School Committee meetings are usually held on the first and third Thursdays of the month, at 7:00 p.m. in the Administration Building Auditorium. Materials are posted at https://www.abschools.org/school_committee/meetings_agendas_packets_minutes usually on the Friday night prior to each meeting. Meeting agendas are posted at least 48 hours prior on the calendar at www.abschools.org per the Open Meeting Law.

Summer Workshop: Tues, July 20 (Dinner @ 5, Meeting @6-9)
Summer Business Meeting: Thurs, August 26 at 7:00

September 9
September 23

October 7
October 21

November 2 (Tues due to MASC conference)
November 18

December 2
December 16

January 13
January 20 FY23 Budget Meeting at 6:00

February 3 Open Budget Hearing - required by law
 *(Final Budget VOTE not later than 45 days prior
 to earlier Town Meeting)*

February 17

March 3
March 17

April 7

May 5
May 19

June 9
June 16

Note: Acton Town Meeting begins April 5, 2022. Boxborough Town Meeting begins May 9, 2022.
Approved 6/10/21

Levels	Sept. 1				Oct. 1				Nov. 1				Dec. 1				Jan. 1				Feb. 1				Mar. 1				Apr. 1				May 1				Jun 1			
	A	B	C	Tot	A	B	C	Tot	A	B	C	Tot	A	B	C	Tot	A	B	C	Tot	A	B	C	Tot	A	B	C	Tot	A	B	C	Tot	A	B	C	Tot	A	B	C	Tot
*Preschool services	11	4	0	15	11	4	0	15	11	3	0	14	11	3	0	14	12	4	0	16	13	4	0	17	9	3	0	12	15	5	0	20	14	5	0	19	16	5	0	21
Pre-school	55	15	3	73	55	15	3	73	55	14	3	72	56	15	3	74	57	16	3	76	59	20	3	82	61	22	3	86	60	20	3	83	60	20	3	83	60	20	3	83
Preschool Total	55	15	3	73	55	15	3	73	55	14	3	72	56	15	3	74	57	16	3	76	59	20	3	82	61	22	3	86	60	20	3	83	60	20	3	83	60	20	3	83
K	223	55	8	286	223	55	8	286	224	56	8	288	223	56	8	287	222	56	8	286	223	57	8	288	223	57	8	288	223	56	8	287	222	56	8	286	223	56	8	287
1	267	51	3	321	267	51	3	321	267	51	3	321	268	51	3	322	270	51	3	324	268	51	3	322	267	51	3	321	268	51	3	322	269	51	3	323	271	51	3	325
2	294	65	6	365	294	65	6	365	295	64	6	365	294	64	6	364	295	65	6	366	296	65	6	367	296	65	6	367	297	65	6	368	300	64	6	370	301	65	6	372
3	299	70	3	372	299	70	3	372	298	71	3	372	301	72	3	376	303	72	3	378	302	72	3	377	306	72	3	381	307	72	3	382	307	72	3	382	307	72	3	382
4	337	61	6	404	337	61	6	404	337	60	6	403	337	60	6	403	337	59	6	402	342	58	6	406	341	58	6	405	341	58	6	405	340	58	6	404	340	59	6	405
5	314	69	6	389	314	70	6	390	313	71	6	390	312	71	6	389	311	72	6	389	311	72	6	389	312	72	6	390	310	72	6	388	310	72	6	388	309	71	6	386
6	343	66	6	415	342	66	6	414	340	65	6	411	342	65	6	413	342	65	6	413	340	65	6	411	341	65	6	412	341	66	6	413	343	66	6	415	343	67	6	416
Elem Sub Total	2077	437	38	2552	2076	438	38	2552	2074	438	38	2550	2077	439	38	2554	2080	440	38	2558	2082	440	38	2560	2086	440	38	2564	2087	440	38	2565	2091	439	38	2568	2094	441	38	2573
OOD Pre k-6	14	3	0	17	14	3	0	17	15	3	0	18	12	1	0	13	12	1	0	13	12	1	0	13	13	2	0	15	10	2	0	12	10	2	0	12	10	1	0	11
Elem. Total	2091	440	38	2569	2090	441	38	2569	2089	441	38	2568	2089	440	38	2567	2092	441	38	2571	2094	441	38	2573	2099	442	38	2579	2097	442	38	2577	2101	441	38	2580	2104	442	38	2584
7	352	50	6	408	353	50	7	410	353	50	7	410	354	51	7	412	355	51	7	413	355	51	7	413	355	51	7	413	354	52	7	413	354	52	7	413	355	52	7	414
8	355	57	9	421	354	58	9	421	354	58	9	421	353	58	9	420	353	58	9	420	353	58	10	421	354	58	10	422	354	58	10	422	354	58	10	422	354	58	10	422
J.H.S. Total	707	107	15	829	707	108	16	831	707	108	16	831	707	109	16	832	708	109	16	833	708	109	17	834	709	109	17	835	708	110	17	835	708	110	17	835	709	110	17	836
9	332	62	12	406	332	62	12	406	332	62	12	406	332	62	12	406	333	61	12	406	335	61	12	408	334	61	12	407	335	61	11	407	335	61	11	407	335	61	11	407
10	391	67	7	465	391	67	7	465	390	67	7	464	392	68	7	467	389	69	7	465	392	69	7	468	393	67	7	467	392	67	7	466	392	67	7	466	392	67	7	466
11	381	65	4	450	381	65	4	450	382	65	4	451	382	65	4	451	382	65	4	451	381	65	4	450	381	65	4	450	381	65	4	450	381	64	4	449	379	65	4	448
12	348	75	3	426	348	75	3	426	349	75	3	427	348	76	3	427	348	76	3	427	349	76	3	428	350	75	3	428	350	75	3	428	350	75	3	428	348	75	3	426
13	3	1	0	4	3	1	0	4	3	1	0	4	3	1	0	4	3	1	0	4	3	1	0	4	3	1	0	4	3	1	0	4	3	1	0	4	3	1	0	4
P.G.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
H.S. Total	1455	270	26	1751	1455	270	26	1751	1456	270	26	1752	1457	272	26	1755	1455	272	26	1753	1460	272	26	1758	1461	269	26	1756	1461	269	25	1755	1461	268	25	1754	1457	269	25	1751
Secondary Total	2162	377	41	2580	2162	378	42	2582	2163	378	42	2583	2164	381	42	2587	2163	381	42	2586	2168	381	43	2592	2170	378	43	2591	2169	379	42	2590	2169	378	42	2589	2166	379	42	2587
OOD 7-13	59	13	0	72	59	13	0	72	60	13	0	73	58	13	0	71	62	12	0	74	62	12	0	74	58	12	0	70	58	12	0	70	57	12	0	69	56	12	0	68
Reg. Total	2221	390	41	2652	2221	391	42	2654	2223	391	42	2656	2222	394	42	2658	2225	393	42	2660	2230	393	43	2666	2228	390	43	2661	2227	391	42	2660	2226	390	42	2658	2222	391	42	2655
Preschool Total	55	15	3	73	55	15	3	73	55	14	3	72	56	15	3	74	57	16	3	76	59	20	3	82	61	22	3	86	60	20	3	83	60	20	3	83	60	20	3	83
Elem Total	2091	440	38	2569	2090	441	38	2569	2089	441	38	2568	2089	440	38	2567	2092	441	38	2571	2094	441	38	2573	2099	442	38	2579	2097	442	38	2577	2101	441	38	2580	2104	442	38	2584
Secondary Total	2221	390	41	2652	2221	391	42	2654	2223	391	42	2656	2222	394	42	2658	2225	393	42	2660	2230	393	43	2666	2228	390	43	2661	2227	391	42	2660	2226	390	42	2658	2222	391	42	2655
Grand Total	4367	845	82	5294	4366	847	83	5296	4367	846	83	5296	4367	849	83	5299	4374	850	83	5307	4383	854	84	5321	4388	854	84	5326	4384	853	83	5320	4387	851	83	5321	4386	853	83	5322

*Preschool Preschool Student Services:Speech, OT, PT only not included in Totals

A = ACTON Pre-School In D. = In DistricDistribution:

B = BOXBOROUGH P.G. = Post Graduates

C = Choice/Staff/Tuitit 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 -

REV: 6.1.21

Actual Acton-Boxborough Grade K-6

Grade	Acton Students attend	Blanchard				Conant				Douglas				Gates				McCarthy-Towne				Merriam				Total	in person	In Person Sections	Average size			
		Total				Total				Total				Total				Total														
K		24	23	12	59		20	20		22	21	43		24	24		22	20	42		18	19	37	287	225	11	20.5					
	15																															
Gr. 1			21	23	44		20	19	39		16	17	15	48		23	23		21	20	41		18	18	18	54	325	249	13	19.2		
	12																															
Gr. 2		20	18	19	57		20	20	40		19	19	38		15	16	31		20	19	19	58		24	25	49	372	273	14	19.5		
	27																															
Gr. 3		21	21	20	62		23	23	46		18	18	36		24	24		22	22	22	66		23	23	46	382	280	13	21.5			
	15																															
Gr. 4		18	19	17	54		17	17	17	51		19	20	39		23	22	45		21	21	20	62		21	21	18	60	405	311	16	19.4
	21																															
Gr. 5			20	23	43		12	14	26		19	19	18	56		21	21	42		19	18	17	54		16	18	16	50	386	271	15	18.1
	4																															
Gr. 6		20	20	17	57		16	18	34		21	19	19	59		21	21	42		24	24	23	71		20	19	18	57	416	320	16	20
	15																															
	109																															
1929																																
Total in person		376				256				319				231				394				353				1929				98	19.7	
Total Elementary		490				408				378				367				489				441				2573				98		

Actual Acton-Boxborough Grade K-6

Remote Grades	Blanchard	Conant	Douglas	Gates	McCarthy-Towne	Merriam	Total RLP	Total Sections	Avg. Size
K									
Gr. K	11	14	6	10	9	12	62	4	15.5
Gr. 1	10	23	9	15	14	5	76	4	19.0
Gr. 2	27	26	7	16	13	10	99	5	19.8
Gr. 3	19	25	7	17	19	15	102	5	20.4
Gr. 4	16	24	11	21	11	11	94	4	23.5
Gr. 5	21	21	11	25	16	21	115	5	23.0
Gr. 6	10	19	8	32	13	14	96	4	24.0
Total RLP	114	152	59	136	95	88	644	31	20.8
Total Elementary	490	408	378	367	489	441	2573		

109 Acton residents attend school in Boxborough

65 Boxborough residents attend school in Acton

Transition to School
Family Communication Map
(Streamlined)

To translate this document, Gmail users should make a copy of the Google Doc and save to Drive. You will then be able to click on "Tools" and "Translate Document." You can also download the document as a "docx" format and then upload to your favorite translation tool.

لترجمة هذا المستند ، يجب على مستخدمي Gmail إنشاء نسخة من مستند Google وحفظها على Drive. ستتمكن بعد ذلك من النقر فوق "أدوات" و "ترجمة مستند". يمكنك أيضًا تنزيل المستند بتنسيق "docx" ثم تحميله إلى أداة الترجمة المفضلة لديك.

要翻译此文档，Gmail用户应复制Google文档并保存到云端硬盘。然后，您可以单击“工具”和“翻译文档”。您还可以将文档下载为“docx”格式，然后上传至您喜欢的翻译工具。

Pour traduire ce document, les utilisateurs de Gmail doivent créer une copie du document Google et l'enregistrer sur Drive. Vous pourrez ensuite cliquer sur «Outils» et «Traduire le document». Vous pouvez également télécharger le document au format «docx», puis le télécharger sur votre outil de traduction préféré.

이 문서를 번역하려면 Gmail 사용자가 Google 문서를 복사하여 드라이브에 저장해야 합니다. 그런 다음 "도구" 및 "문서 번역"을 클릭 할 수 있습니다. 문서를 "docx" 형식으로 다운로드 한 다음 자주 사용하는 번역 도구에 업로드 할 수도 있습니다.

Para traduzir este documento, os usuários do Gmail devem fazer uma cópia do Google Doc e salvar no Drive. Você poderá clicar em "Ferramentas" e "Traduzir documento". Você também pode fazer o download do documento como um formato "docx" e depois fazer o upload para sua ferramenta de tradução favorita.

Чтобы перевести этот документ, пользователи Gmail должны сделать копию Документа Google и сохранить на диск. После этого вы сможете нажать «Инструменты» и «Перевести документ». Вы также можете загрузить документ в формате «docx», а затем загрузить его в свой любимый инструмент перевода.

Para traducir este documento, los usuarios de Gmail deben hacer una copia de Google Doc y guardar en Drive. Luego podrá hacer clic en "Herramientas" y "Traducir documento". También puede descargar el documento en formato "docx" y luego subirlo a su herramienta de traducción favorita.

You may have questions about your child's transition to school this fall. Recognizing that some of our school year staff may be away this summer, we are providing this streamlined Family Communication Map to help you connect with individuals who can respond to your questions.

In general, we ask that questions be directed to your child's school. This will help us to respond in the most efficient manner. Please see the map below to learn about the appropriate transition to school contacts for each of our schools.

I need to contact someone at:

[ABRHS](#)

[Conant](#)

[Merriam](#)

[RJ Grey](#)

[Douglas](#)

[McCarthy-TowneMerriam](#)

[Blanchard](#)

[Gates](#)

[Preschool](#)

Transition to School
Family Communication Map
(Streamlined)

ABRHS		
Name	Email	Topics
Joanie Dean, Principal	jdean@abschools.org	General concerns
Beth Baker, Associate Principal	bbaker@abschools.org	Curriculum questions
Maurin O'Grady, Associate Principal	mogrady@abschools .org	Building Operations
Fred Hohn, Dean of Students	fhohn@abschools.org	Student related concerns
Michael Csorba, Dean of Students	mcsorba@abschools.org	Student related concerns
Steve Martin, Director of Athletics	smartin@abschools.ord	Athletics
Lynn Hurley, Office Manager	lhurley@abschools.org	Website calendar
Tina Vanasse, Academic Planning Manager	cvanasse@abschools.org	Scheduling
Susan Bohmiller, Special Education Coordinator	sbohmiller@abschools.org	Special Education
Cynthia Kelly, Counseling Center	ckelly@abschools.org	Counseling

**Transition to School
Family Communication Map
(Streamlined)**

RJ Grey		
Name	Email	Topics
Jim Marcotte, Principal	jmarcotte@abschools.org	General Concerns
Cathy Boege, Asst. Principal (on leave until 10/18)	cboege@abschools.org	8th Grade students
Anthony Zeese, Interim Asst. Principal	azeese@abschools.org	
Elizabeth Broadwater, Asst. Principal	ebroadwater@abschools.org	Operations and scheduling
David Lawrence, Asst. Principal	dlawrence@abschools.org	7th Grade students; math curriculum
Maureen Lin, Special Education Coordinator	mlin@abschools.org	Special Education
Anne Chandler	achandler@abschools.org	Main office
Erin Doherty	edoherty@abschools.org	Nursing

Blanchard		
Name	Email	Topics
Dana Labb, Principal	dlabb@abschools.org	Daily Operations, General Parent Questions/Requests, DEI, Socio-Economic Concerns, Website, Communications
Mike Votto, Assistant Principal	mvotto@abschools.org	Scheduling, Lunch & Recess, General Concerns, Curriculum, Instruction & Assessment
Rachel Schwartz, School Nurse	rschwartz@abschools.org	Health, Wellness, Medication, Allergies

Transition to School
Family Communication Map
(Streamlined)

Gail Kessler-Walsh, School Counselor	gwalsh@abschools.org	Counseling, 504, Social-Emotional Learning/Wellbeing
Molly Bruzzese, School Psychologist	mbruzzese@abschools.org	Therapy, Support
Kathy Bower, Office Administrator	kbower@abschools.org	Main Office: PowerSchool, Portal, Registration and Placement
Kelly Morrissey, Special Education Coordinator	kmorrissey@abschools.org	Special Education

Conant

Name	Email	Topics
Abigail Dressler, Interim Principal	adressler@abschools.org	General concerns
Valery Gransewicz, Interim Asst. Principal	vgransewicz@abschools.org	Scheduling, Lunch & Recess
Margita Chudik, School Nurse	mchudik@abschools.org	Health
Alison Leahy, Special Education Coordinator	aleahy@abschools.org	Special Education
Debbie Dawson, Counselor	ddawson@abschools.org	Counseling, 504, SEL
Evy Harriott, School Psychologist	eharriott@abschools.org	Counseling, Student Stress

**Transition to School
Family Communication Map
(Streamlined)**

Douglas

Name	Email	Topics
Lucia Sullivan, Interim Principal	lsullivan@abschools.org	General school return
Jenna Larrenaga, Asst. Principal	jlarrenaga@abschools.org	Scheduling, Lunch & Recess
Diann Oster, School Nurse	doster@abschools.org	Health & Nursing
Tara Kirousis, Special Education Coordinator	tkirousis@abschools.org	Special Education
Hilary Bonnell, Counselor	hbonnell@abschools.org	Counseling, 504, SEL

Gates

Name	Email	Topics
Lynne Newman, Principal	lnewman@abschools.org	General questions
Allison Warren, Asst. Principal	awarren@abschools.org	General questions, schedule, lunch, recess
Diane Spring	dspring@abschools.org	nursing
Tara Kirousis, Special Education Coordinator	tkirousis@abschools.org	Special Education
Jen Burke	jburke@abschools.org	Counseling 504s
Louise Loblundo	lloblundo@abschools.org	Main Office: PowerSchool, Portal, Registration and placement

**Transition to School
Family Communication Map
(Streamlined)**

McCarthy-Towne

Name	Email	Topics
Christy Nealon, Principal	cnealon@abschools.org	General questions
Matt McDowell, Asst. Principal	mmcdowell@abschools.org	Scheduling, Lunch & Recess
Christine Hanley, Office Administrator	chanley@abschools.org	General School Information
Allison Leahy, Special Education Coordinator	aleahy@abschools.org	Special Education
Betty Foster, School Nurse	efoster@abschools.org	General health and medicines

Merriam

Name	Email	Topics
Juliana Schneider, Principal	jschneider@abschools.org	General School return
Bryant Amitrano, Asst. Principal	bamitrano@abschools.org	Scheduling (recess, lunch, arrival/dismissal), technology
Maureen Jones, School Nurse	mjones@abschools.org	Health & Nursing
Kelly Morrissey, Special Education Coordinator	kmorrissey@abschools.org	Special Education
Katie Turner, School Counselor	kturner@abschools.org	Counseling & 504s
Kathleen Zawicki, Office Administrator	kzawicki@abschools.org	Powerschool/ portal access

**Transition to School
Family Communication Map
(Streamlined)**

Preschool		
Name	Email	Topics
Joe Gibowicz, Early Childhood Coordinator	jgibowicz@abschools.org	Preschool Program Operations, Special Education, Screenings, Sliding Scale Access, Website
Jennifer Truslow, Director of Special Education	jtruslow@abschools.org	Special Education
Corinne DiPietro, Administrative Assistant	cdipietro@abschools.org	PowerSchool, Parent Portal Access, Registration, Preschool Tuition, Transportation

Town of Acton

John S. Mangiaratti,

Town Manager

472 Main St.

Acton, MA 01720



FOR IMMEDIATE RELEASE

Friday, Sept. 3, 2021

Media Contact: Alia Spring

Phone: 617-993-0003

Email: alia@jgpr.net

Town of Acton Awarded \$157,940 Municipal Vulnerability Preparedness Grant

ACTON -- Town Manager John S. Mangiaratti is pleased to announce that the Town of Acton and the Acton-Boxborough Regional School District (ABRSD) have been awarded a [state grant](#) to support climate change resilience.

The town and ABRSD were [awarded](#) \$157,940 through the [Municipal Vulnerability Preparedness \(MVP\)](#) Action Grant program, which offers financial resources to municipalities that are seeking to advance priority climate adaptation actions to address climate change impacts.

"I would like to thank the Baker-Polito Administration for this funding," said Town Manager Mangiaratti. "It will help position our town as a leader in climate action change and serve as a model for other communities across Massachusetts."

The Town of Acton will use the funding to support the development of a Climate Action Plan (CAP), as well as an Electrification Roadmap (ER) in partnership with ABRSD.

The CAP will be published in the spring of 2022 and will list 15 to 20 prioritized strategies to curb community-wide greenhouse gas emissions during the next five to 10 years. The plan will include recommendations for buildings, energy supply, mobility and transportation, and nature-based solutions.

In September 2020, the Town of Acton held a special meeting and issued a Climate Emergency Declaration. The declaration calls for the town staff, businesses, civic groups and residents to commit to climate mobilization efforts, including achieving net-zero town carbon emissions by 2030 with support from the state and federal government.

“The CAP will map a pathway to reach net-zero emissions, increase clean energy access and protect our natural environment,” says Sustainability Director Andrea Becerra. “We set an ambitious target which requires an equally ambitious plan, and this funding is crucial in helping us to meet our goal. Funding will help increase our outreach capacity, allowing us to ensure a broad, equitable and inclusive community development process.”

Additionally, the ER will outline steps to transition seven key public and school buildings to fully electric, helping move ABRSD and the town towards carbon neutrality.

"Electrifying school and town buildings is a commitment and will take time, but it is a step that we must take to move the community towards 100% renewable energy and to ensure a low-carbon economy," said ABRSD Energy Manager Kate Crosby. "We are so grateful for this state funding and we look forward to collaborating with the Town of Acton on mapping out the electrical transition."

The [MVP grant program](#) was created in 2017 by Gov. Charlie Baker's administration to provide support for cities and towns in Massachusetts to identify climate hazards, assess vulnerabilities and develop action plans to improve resilience to climate change. As part of the program, municipalities can apply to receive [planning or action grants](#). The program is offered by the Executive Office of Energy and Environmental Affairs.

###

A message from the Town of Acton



Acton-Boxborough Regional School Committee

Meeting Agenda Item Summary

MEETING DATE	09-09-21	AGENDA ITEM NUMBER	4.a
AGENDA ITEM TITLE	Executive Session - closed to the public		
PRESENTER(S)	Peter Light		
SUMMARY OF TOPIC	Under Massachusetts General Law, the Committee may meet in private for a very strict number of reasons. This meeting is being convened under MGL Ch 30A, sec. 21(a) purpose 3: to discuss strategy with respect to collective bargaining with the Acton-Boxborough Education Association (ABEA), Acton-Boxborough Office Support Association (ABOSA) and the American Federation of State, County and Municipal Employees (AFSCME) because an open meeting may have a detrimental effect on the bargaining position of the Committee. The Committee will return to open meeting for the sole purpose of adjourning.		

WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?		
	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.

SUGGESTED MOTION	
------------------	--

APPROX. TIME FOR THE AGENDA ITEM (MIN.)	
--	--

5

ATTACHMENTS	
-------------	--

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

WELLNESS • EQUITY • ENGAGEMENT