



Acton-Boxborough Regional
School Committee Meeting

March 21, 2019
7:00 p.m.

in the Administration Building Auditorium
15 Charter Road, Acton, MA

ACTON-BOXBOROUGH REGIONAL SCHOOL COMMITTEE (ABRSC) MEETING

Auditorium
ABRSD Administration Building
15 Charter Road, Acton, MA

March 21, 2019
7:00 p.m.

AGENDA

1. **ABRSC Call to Order** – *Diane Baum (7:00)*
2. **Chairman’s Introduction**
 - 2.1. Annual Spring Town Elections
 - Acton Election is March 26 – Contested race for School Committee
 - Boxborough deadline to submit papers is April 2 for Election on May 21
3. **Public Participation**

Per policy BEDH, members of the public may speak for up to 2 minutes on items not included on this agenda. Comments regarding items on the agenda should be made during that part of the meeting. Typically, the Committee/Administration will not respond to comments during public participation.
4. **Student Rep Update (7:05)**
5. **Statement of Warrant & Approval of Minutes (7:10)**
 - 5.1. Meeting Minutes of 2/13/19 and 3/7/19
6. **Superintendent’s Update** – *Peter Light (brought to meeting) (7:15)*
7. **Presentations: School Improvement Plan Updates (7:20)**
 - 7.1. Luther Conant School, *Principal Damian Sugrue*
8. **Other Post Employment Benefits (OPEB) Annual Year End Report** – *Dave Verdolino (7:40)*
9. **Kindergarten Registration Update** – *Marie Altieri (7:50)*
10. **Massachusetts School Foundation Budgeting (8:05)**
 - 10.1. History and Legal Aspects – *Ginny Kremer*
 - 10.2. Understanding the Foundation Budget & Review Commission Recommendations – *Peter Light, Dave Verdolino (8:15)*
 - 10.2.1. Demystifying the Chapter 70 Formula — How the Massachusetts Education Funding System Works, *MA Budget and Policy Center*
<http://www.massbudget.org/multimedia.php?ref=PcqrXF0mdwY&type=video>
 - 10.2.2. Cutting Class: Underfunding The Foundation Budget Core Education Program, *MA Budget and Policy Center* <http://www.massbudget.org/multimedia.php?ref=7vysDhLSfpc&type=video>
 - 10.2.3. Full Foundation Budget Review Commission Report, *October 30, 2015*
<https://www.dropbox.com/s/39nmwhpst21hdhb/Foundation%20Budget%20Review%20Commission%20Report.docx?dl=0>
 - 10.2.4. Recommendations from the Foundation Budget Review Commission
 - 10.2.5. Memo from the Finance Director
 - 10.3. Discussion: (8:30)
 - 10.3.1. A Tale of Two Sisters <https://www.massupt.org/2018/11/09/a-tale-of-two-sisters/>

At ABRSD, our mission is to develop engaged, well-balanced learners through collaborative, caring relationships.
WELLNESS - EQUITY - ENGAGEMENT

- 10.4. State Representative Jennifer Benson (8:40)
- 10.5. Mike Balulescu, Acton-Boxborough Education Association President (8:50)
 - 10.5.1. Fund our Future Campaign Flyer and list of supporters
- 10.6. Wrap Up and Next Steps (9:00)
 - 10.6.1. Proposed Resolution from the ABEA for the ABRSC to Consider Passing - **VOTE**
11. **School Building Project Update – Mary Brolin (9:10)**
 - 11.1. Meeting Minutes of Feb 27 (approved) and Mar 13 (draft)
 - 11.2. New ABRSC Subcommittee for Bonding
12. **Proposal to Extend ABOSA and AFSCME Contracts One Year – VOTE - Marie Altieri (9:15)**
 - 12.1 Presentation Slides
13. **Annual Town Meeting Preparations – Diane Baum (9:20)**
(Acton Town Meeting begins April 1 - Boxborough Town Meeting begins May 13)
 - 13.1. Acton Town Meeting Warrant: <http://www.acton-ma.gov/599/Town-Meeting>
 - 13.2. Acton Town Meeting Budget Book:
<https://drive.google.com/file/d/1jyCgsis7zqv9CtVZHB3PQJ0ZkoSctxcN/view>
 - 13.3. Babysitting Service for the Town Meetings
14. **Subcommittee and Member Reports (9:25)**
 - 14.1. Policy – Amy Krishnamurthy
 - 14.1.1. Nonresident Tuition Charges, File: JFABA – Second Read – **VOTE**
 - 14.2. Budget – Amy Krishnamurthy
 - 14.3. Capital Improvement - Adam Klein
 - 14.4. Acton Leadership Group Update (ALG) – Paul Murphy
 - 14.5. Boxborough Leadership Forum Update (BLF) – Tessa McKinley
 - 14.6. Others
15. **FYI**
 - 15.1. Acton and Boxborough 2019 Election Calendars
 - 15.2. Thank you to the AB PTSO for a \$400 grant for World Language Week at the High School
 - 15.3. ABRSC Statement in Support of Kelley’s Corner Infrastructure Project
 - 15.4. 2019-2020 School Calendar with Junior High and High School Early Release Days
 - 15.5. The New Look of Nicotine Addiction, *Mary Cole, MPH, CHES, April 30 at 7pm, JH Auditorium*
16. **Adjourn (9:30)**

NEXT MEETINGS:

- Monday, March 25 – ABRSC Workshop at 7:00 p.m. in Superintendent’s Conference Room 13 in the Administration Building
- Acton Town Meeting begins on Monday, April 1
- April 11 – ABRSC Meeting at 7:00 p.m. in the Jr High Library
- Boxborough Town Meeting begins on Monday, May 13 and may continue: May 14, May 16, May 20, May 22 and May 23

Posted on 3/15/19 at 5:15 p.m.

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

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

February 13, 2019
7:00 p.m.

Members Present: Diane Baum, Mary Brolin, Adam Klein, Ginny Kremer (7:02 p.m.), Amy Krishnamurthy, Tessa McKinley, Maya Minkin, Paul Murphy, Angie Tso, Eileen Zhang
Members Absent: Michael Bo
Others: Marie Altieri, Dawn Bentley, Deborah Bookis, Peter Light, Beth Petr, Dave Verdolino

1. The ABRSC was called to order at 7:00 p.m. by Chairperson Diane Baum.
2. **Chairman's Introduction**
 - 2.1. Annual Spring Town Elections
 - Acton Election is March 26
 - Boxborough deadline to submit papers is April 2 for Election on May 21
3. **Public Participation - none**
4. **Student Reps Update**
Arnav Mehra reported that there have been a lot of assessments lately for students. After break, teachers will start recommending students for classes next year. This can be a great or stressful process. Student Council has been selling carnations for Valentine's Day. Singing Valentines were also sent today.
5. **Statement of Warrant & Approval of Minutes**
 - 5.1. Meeting Minutes of 2/7/19
Mary Brolin moved, Amy Krishnamurthy seconded and it was unanimously,
VOTED: to approve the amended minutes of 2/7/19.
 - 5.2 The warrants were reviewed and signed by the Committee. See listing.
6. **Superintendent's Update – Peter Light**
The Superintendent reported that Mr. Dorey figured out a way to have the High School and Junior High both start at 8:00 in the morning and preserve the High School lunch time for next year. Bus times will not change. Mr. Light attended last weekend's Lunar New Year and he thanked Angie Tso and Eileen Zhang for welcoming him to the celebration. At the annual Clergy Lunch, he shared some of his entry findings. An interesting discussion was held with the interfaith group about what failure means, and whether it is a skill or an outcome. Mr. Light highlighted the MTA Forum on March 1st saying that there is significant public pressure for the state to start funding schools based on recommendations of the Foundation Budget Review Commission. This could affect circuit breaker reimbursement and is not just an AB issue.
7. **Presentation: Kelley's Corner Infrastructure Project – John Mangiaratti, Acton Town Manager, Kristen Guichard, Acton Senior Town Planner**
 - 7.1. Public Hearing on March 5th at 7PM in Acton Town Hall
The Town Manager introduced the presentation and Kristen Guichard. This project was set as a #1 goal for the Selectmen in Acton. The Acton 2020 group started talking about it many years ago. If successful, construction would begin in 2022.

Safety and walkability is of concern to the School Committee. Comments included:

- Safe sidewalks and crosswalks are essential.
- Kids need places to go and this provides some nice spaces for that.
- The proposed trees are wonderful, but will need maintenance.
- Effective signage is very important and tenants should be responsible for it.
- It is important to coordinate traffic lights to avoid back ups.
- The Town asked the Dept of Transportation (DOT) about the danger of route 27 at the Acton Medical driveway where the kids cross. DOT asked the Town to “keep their pulse on it” at this time. There will be additional opportunities to provide comments if this is important.

The Committee agreed that due to the benefit this project would bring for students and safety, they would consider a statement of support at their next meeting.

Comments from the Public:

Danny Factor spoke from Green Acton, a citizens’ group focused on environmental sustainability. They have been studying the Kelley’s Corner plan for a long time but have not taken a position for or against the proposal yet. They are looking for more walkability, accessibility, safety, slower traffic, lower carbon footprint and more green space. They are concerned about overdevelopment in the town. Terra Friedrichs also spoke as a member of Green Acton and agreed with Danny but wants to wait a year on the proposal so more questions can be asked.

Jon Benson spoke as a member of the Acton Select Board, stating that Ms. Guichard’s presentation is a result of 38-40 community meetings held between 2014 and 2016. The Steering Committee studied 3 approaches. One was minimalist with few sidewalks, bikes lanes and turning lanes. Another approach was the opposite, and the concept that resulted was what was presented. The initial design funding of \$756,000 resulted in this stage. If funding is not successful at Acton Town Meeting, it may fall off the track for state funding.

Maureen Ryan spoke from the audience, asking if the school community was aware of the affordable housing for seniors located across from the tennis courts. She has dropped information off at the schools.

8. **Budget Updates – Dave Verdolino**

8.1. FY19 2nd Quarter Financial Update

The estimated FY19 budgetary surplus is \$1,389,672 at this time, due to higher expected revenues and lower expected expenditures. Dave reviewed the timetable for the new Stabilization Fund. Votes of approval are required at both towns’ Town Meetings. The Committee appreciated that this allows the District to set funds aside for future needs.

John Petersen spoke from the audience stressing that the School Committee has policies for reserves that are in line with the policies of the towns of Acton and Boxborough. The taxpayers are funding all of them and need to be coordinated. Diane Baum responded that there are directives from the state about why stabilization funds exist, and that will be taken into account when the School Committee discusses this new fund.

9. **Superintendent Mid Cycle Goal Review**

9.1. Process Overview – Diane Baum

Diane Baum delivered a Powerpoint presentation giving an overview and explanation of the evaluation process. She described the School Committee members as a bridge between the community and the Superintendent.

9.2. Goals Update – Peter Light

The Superintendent provided his original Goals memo with inserted text to show the mid-year update material. Mr. Light discussed progress on the student learning goal referencing the many stakeholder group meetings he attended, school visits he did and the ongoing progress he reported in his Superintendent

Updates. He has been actively participating in the New Superintendent Induction Program (NSIP) per his professional practice goal. Regarding his 3 District Goals, Mr. Light connects the ongoing work of the District to these goals at every School Committee meeting.

Questions from the Committee:

The Committee discussed the Challenge Success survey data that was shared with the Data Inquiry Team (DIT), and asked why it was not shared with the community in general. Mr. Light explained that the Challenge Success staff at Stanford recommend that data be shared when a specific topic is being considered. For example, when we were reviewing our homework policy, we pulled that data and discussed it, sharing it in context when we discussed that topic. Challenge Success leadership discourages sharing survey data in a broad way with the public as it can be misinterpreted. The Superintendent acknowledged that the administration needs to reconcile the comments from the public. In response to a question regarding data transparency, he shared the website links about the DIT and SWAT teams. Members asked if more surveying will/can be done on the areas that the District has addressed (homework, start times). It was explained that the Challenge Success survey is to identify the key concerns for your community. That was done and is being used to decide what to implement.

Regarding diversifying our educator workforce, Marie Altieri reported that one of the big issues is a lack of teachers in the pipeline and their availability to be hired. AB belongs to a regional group, similar to EDCO, that sponsors a diversity job fair that is very well attended. We are really brainstorming about our ability to hire. Today's Students, Tomorrow's Teachers, out of New York is another group that AB joined a few years ago. It starts by identifying 8th graders who want to be teachers, but we did not get a single student to take advantage of this opportunity. Mr. Light added that this was a topic in his superintendent group. The advice was to make the job offer immediately for very highly qualified candidates of color, because if you require multiple visits, etc., they will accept another offer by the time you are ready. Just about every school district in this geographical region has this same problem. It may be that teachers cannot afford to live in this area. It was suggested that perhaps we could go to Asia or India to find qualified candidates there, given our community's diversity. Mr. Light agreed and said we are thinking about this as well. Mary Brolin shared her experience as a Brandeis staff member. She reported that every hiring team has to go through bias training because as large numbers of applications are being reviewed, and interviews are held quickly, this could be helpful. Mary will share some of her resources.

Diane reminded members that for this formative assessment, members should give the Superintendent feedback now. The mid-year evaluation is typically a discussion and not written. The written evaluation is in May. If members have any concerns, they should speak up now.

Members will have an opportunity to provide additional, targeted feedback on the Supt.'s Entry Plan Findings at the March 25th workshop.

Several members stated that Peter has done an "outstanding job, in almost every way". Comments included:

- He is going beyond expectations.
- Everything is so thoughtfully done and transparent.
- His Entry Plan and the new Capital Plan are "perfect examples" of the very high level of his work.
- He thinks ahead as seen in his bonding to fund the CIP.

Mr. Light appreciated the comments, but stressed that the work is really done by the team behind the scenes. He talks about it and coordinates it, but much of these efforts were started before he arrived and all is the result of a lot of people's efforts. One member really appreciated that, again, as a good leader, Mr. Light lets the team do their work.

10. School Building Project Update – Mary Brolin

10.1. Recommendation to Approve Revised C.T. Douglas Elementary School Educational Plan –

VOTE (*posted separately after the packet*)

Members felt that the revision was a much improved document. In response to a question, Marie Altieri explained that a description of each of the schools was added at the MSBA's direct request. A lot of what the MSBA asked about had to do with consolidating schools compared to having twin schools. We are describing our project as a consolidated school building with twin programs. Another town tried to do this and it did not pass. In some towns where that happened, redistricting was involved. As a result, MSBA wants to know more about our schools. Mary Brolin added that this highlights why we have different programs and that there is a strong commitment to these different programs in our community.

Paul Murphy moved, Adam Klein seconded, and it was unanimously,
VOTED: to approve the revised Douglas Educational Program.

Adam Klein described a meeting where they set an energy target unit and how they would engage the community that lives and works in that space. This will affect the rest of the architecture process. JD Head and Kate Crosby were involved. A net zero is attainable, if desired, but there will be costs associated, including educational costs as well. How we use and work in the space will have an effect.

10.2. Preferred Schematic Report (PSR) Submission Update (*oral*)

The Building Committee will decide tomorrow night if the project should have one phase or two phases. An issue has been raised about whether or not to include the preschool in the project due to wetlands as well as space and cost considerations. If the preschool is not included, there has to be a new plan for it.

11. Recommendation to Approve \$7,500 in Grants from the AB PTSO to the High School for afternoon Library Coverage, Community Service Program and Leadership Workshops – VOTE – Peter Light

Amy Krishnamurthy moved, Tessa McKinley seconded and it was unanimously,
VOTED: to approve the grants from the AB PTSO with gratitude.

12. Recommendation to Approve \$2,000 Donation from the Teenage Anxiety & Depression Solutions Organization (TADS) to the High School to Promote Mental Health – VOTE – Peter Light

Tessa McKinley moved, Amy Krishnamurthy seconded and it was unanimously
VOTED: to approve the donation from TADS with gratitude.

13. Subcommittee and Member Reports

13.1. Policy –

Amy Krishnamurthy reported that Eileen Zhang has offered to step down, making this a five member committee and easier to get a quorum for meetings. Eileen will be missed.

13.2. Budget – *Amy Krishnamurthy* - none

13.3. Capital Improvement - *Adam Klein* - none

13.4. Acton Leadership Group Update (ALG) – *Paul Murphy* - none

13.5. Boxborough Leadership Forum Update (BLF) – *Tessa McKinley*- none

13.6. Others –

Ginny Kremer reported as the Legislative Liaison that she met with Representative Jennifer Benson regarding the current funding structure for public schools. Wealthier districts are often not taken care of in the first round so it can take a very long time for communities like AB to get assistance. Rep. Benson is coming to the March 21st School Committee meeting to present. Her background as a School Committee member, is also valuable regarding the discussion of moving to universal Kindergarten.

14. FYI

14.1. Lower Fields Committee Annual Meeting Memo

Mary Brolin asked what the annual income from the fields use is because it would be helpful to know for planning purposes. This will be responded to at a future meeting.

14.2. Monthly Student Enrollment, 2/1/19

14.3. Acton and Boxborough 2019 Election Calendars

Ginny Kremer moved, Amy Krishnamurthy seconded and the ABRSC adjourned at 9:05 p.m.

Respectfully submitted,
Beth Petr

List of Documents Used: see agenda, list of warrants

NEXT MEETINGS:

- March 7 – ABRSC Meeting at 7:00 p.m. in the Jr High Library
- March 21 – ABRSC Meeting at 7:00 p.m. in the Administration Building Auditorium
- New: Monday, March 25 – ABRSC Workshop at 7:00 p.m. in the Jr High Library
- Acton Town Meeting begins on Monday, April 1
- Boxborough Town Meeting begins on Monday, May 13

ACTON-BOXBOROUGH REGIONAL SCHOOL COMMITTEE (ABRSC) MEETING
Draft Minutes

Library
R.J. Grey Junior High School
15 Charter Road, Acton, MA

March 7, 2019
7:00 p.m.

followed by Executive Session at approx. 9:15 p.m.

Members Present: Diane Baum, Michael Bo (7:05 p.m.), Mary Brolin, Adam Klein, Ginny Kremer, Amy Krishnamurthy, Tessa McKinley, Maya Minkin (7:40 p.m.), Paul Murphy, Angie Tso, Eileen Zhang
Members Absent: none
Others: Marie Altieri, Dawn Bentley, Peter Light, Beth Petr, Dave Verdolino

1. The ABRSC was called to order at 7:01 p.m. by Chairperson Diane Baum.

2. **Chairman's Introduction**

2.1. Annual Spring Town Elections

- Acton Election is March 26 – Contested race for School Committee
- Boxborough deadline to submit papers is April 2 for Election on May 21

3. **Public Participation**

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

Christine Russell spoke from the Acton Finance Committee requesting that the School Committee develop a policy regarding the new stabilization fund.

Amy Maruskin, a 2002 AB grad and former swim team member asked that a request that she made 16 years ago, to name the High School pool after Coach Jeff Johnson, be reconsidered given his recent passing. She outlined Coach's impressive 45 years of service to the towns' young people. She began an online petition for this request and it now has over 1100 signatures. (It has not been presented to the School Committee yet.) Acknowledging the Committee's Naming policy FF, Amy made a formal request to bypass the 3 year waiting period and asked for a unanimous vote to name the pool after Jeff Johnson by the new Fall season. Another parent and a former student spoke strongly in favor of this request. Other supporters were in the audience. The Chairperson thanked everyone for voicing their support and Amy for her dedication to Coach Johnson. She read policy FF and the procedures so everyone would be informed about the process. The request will be forwarded to the Policy Subcommittee for consideration and they will bring a recommendation back to School Committee later in the spring about how to proceed.

4. **Student Reps Updates**

4.1. School Committee Representative

Michael Cheng highlighted Proscenium Circus' excellent work winning 2 state awards. Course recommendations were made last week from teachers and they will be selected next week and then the Administration's "magic" of creating the schedule will begin. This is world language week where the department hosts various events, the sharing of cultures and embracing our diversity.

4.2. Project 351 Representative - <https://project351.org/>

Principal Shen introduced Elizabeth Brooks and Marion Stuntz, 8th graders from Acton and Boxborough. This program helps chosen students who want to make a difference to develop leadership skills. They work with

students from all over Massachusetts. Five or 6 service dates are done throughout the year. Their Cradles to Crayons drive will begin on March 25. The students enthusiastically looked forward to this work.

5. **Statement of Warrant & Approval of Minutes**

5.1. Meeting Minutes of 2/13/19 will be reviewed at the next meeting.

5.2. The warrants were reviewed and signed by the members. See listing.

6. **Superintendent's Update – Peter Light**

The Superintendent shared the community's sadness about the death of "a beloved member of the AB community", Coach Jeff Johnson. Jeff coached boys swimming since 1977 and boys/girls swimming since 2002. He will be missed.

The Superintendent also congratulated the High School Boys Basketball Team on their success. He shared that the FY2020 Budget and warrant articles have been voted support by both Select Boards and the Acton Finance Committee.

7. **Presentations: School Improvement Plan Updates**

7.1. C.T. Douglas School, *Principal Chris Whitbeck*

https://douglas.abschools.org/about_us/school_council

7.2. Paul P. Gates School, *Principal Lynne Newman*

https://gates.abschools.org/about_us/school_improvement_plan

8. **Presentation: Cybersecurity Overview and Discussion – Amy Bisiewicz, Director of Educational Technology**

8.1. 2018 NSBA Cyber Risk Report: School Board Communication at Risk, *National School Boards Association*

8.2. Presentation Slides

Amy Bisiewicz thanked the Committee for inviting her to start the discussion about this important topic. Schools are being targeted by cyber criminals for the large amount of valuable information that we have. Reducing cyber risk in as many ways as possible is key. It is about finding the right balance. She and her department will be working with a Cyber Security Services firm in the near future. Amy noted that the Belmont and Cambridge schools are doing a lot of work in this area and she is speaking with them.

The Committee discussed the importance of this topic. Dual authentication is a valuable tool. The Open Meeting Law is helpful in this regard as business cannot be conducted online. Amy is just starting this process so is not sure about future costs but some additional funding will be necessary to meet some of the thresholds. We currently have back up servers and procedures but there is always more that can be done. Amy stressed that it really is about educating our users and making them aware. One member noted a concern about protecting the identifiable data of everyone using the system. He felt that this could be more of a concern than an outsider coming in to infiltrate our systems. The Committee will hear more about this topic in the future.

9. **Recommendation to Approve Revised EDCO Collaborative Articles of Agreement as approved by the Board of Directors on January 17, 2019 – VOTE – Peter Light**

The Board approved the amendments based on the recommendation from the Commission of ESE. The changes were fairly minor and procedural.

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

VOTED: to approve the changes as presented.

10. **Capital Improvements Update – JD Head**

10.1. Support for Initial Charter Road Redesign Plans

The Superintendent asked for the Committee's support to accelerate the engineering designs so work outlined in the Capital Improvement Plan could begin this summer and be completed before school starts. On Charter

Road, a new bus route would be created between the Junior High and High School and the Parker Damon Building lot would be repaved. The paving is also due to a preferential contract that is currently in place. This would be a slight change, but not a major redesign to the lot. Analysis will be done. \$59,300 would be spent for the engineering. The total for all of this work will be \$92,000 but not all of that needs to be spent by July 1. JD Head spoke with the Capital Improvement Subcommittee and they agreed to this plan. This is just moving funds from one part of the budget to another, not asking for more funds. Traditionally the Superintendent has the authority to move funds like this, but given that it is part of the Capital Plan, Mr. Light wants to give the School Committee a chance to voice any concerns if they have them. This would increase the safety of Charter Road for pedestrians and drivers.

The Committee appreciated the discussion and expressed support, especially because it meant work could be done this summer. In response to questions, JD explained the connection between this work and the Kelley's Corner Project. He expects a seamless transition. That part of the Kelley's Corner Project Massachusetts Avenue up to the Junior High tennis court entrance. The school work addresses improvements to Charter Road and the school campuses that align it. In response to a questions, JD explained that the Town Sidewalk Committee looks more at streets that do not have sidewalks, not so much at Kelley's Corner where sidewalks currently exist.

11. **School Building Project Update** – *Mary Brolin*

11.1. Meeting minutes of Jan 30 and Feb 14

The Building Project is now in the Schematic Design Phase. On March 13 they are meeting with the MSBA Facilities Assessment Subcommittee and will share our design and how the building will meet some of our educational plan, as well as how the Construction Manager will be chosen. The Building Committee will vote in late June on the schematic design to give to MSBA in early July. These designs are complete enough to have costs included. The outcome of their meeting will reveal how much MSBA will pay. The current thought is that the Acton and Boxborough Special Town Meetings and Ballot Question votes on the project will be in mid-November.

The percentage reimbursement rate for this next phase will be different from the rate the MSBA gave the district for the feasibility study. There are also some items that are not reimbursable. If we decide to keep those items in the plan, the MSBA will tell us what is included and what is not. The Building Committee will work hard to avoid non-reimbursable items in the building design. Most schools build a little extra, by choice, and that is explained as being a possible reason why the rate can look different when presenting information to the public. This is an important point to understand.

The Educational Program is the best document to justify what will be asked for. A second gym is something that will be discussed and that we will have to justify. This is because the MSBA views a consolidated school differently from what we are proposing which is to house two separate educational programs together in one building. As a result, it's possible the MSBA may say a second office space may not be reimbursable, but we will try to explain that it is essential for our programs. We may need to take it on without reimbursement. Once the design is approved by the MSBA board, we will know the approximate cost and will start educating the public in an effort to get the project passed at concurrent Town Meetings in mid-November, followed a week later by a concurrent ballot vote in both Towns.

12. **Annual Town Meeting Preparations** – *Diane Baum*

(Acton Town Meeting begins April 1 - Boxborough Town Meeting begins May 13)

12.1 Acton Town Meeting Warrant (2/25/19 draft)

12.1.1 ABRSD Articles

- #7 Assessment
- #8 Capital
- #9 Authorize Stabilization Fund

12.1.2 FYI: Complete Warrant Article Index

12.2 Babysitting Service for Town Meetings

The District will have 3 articles this year instead of the usual one for the Budget Assessment. Mary Brolin asked for additional information for the Boxborough warrant write up that is due March 18. Tessa McKinley explained Boxborough's complicated Town Meeting schedule this year. Acton members do not need to attend because it is not clear what night the schools' articles will come up. Typically, all members attend Acton's Town Meeting, which is expected on the first night, April 1. Babysitting will be offered at Acton Town Meeting and possible at Boxborough Town Meeting as well.

13. Discussion and Approval of ABRSC Statement of Support for the Proposed Kelley's Corner Infrastructure Project – *Maya Minkin*

Maya read the drafted School Committee Resolution in Support of the Kelley's Corner Project which was written in response to the presentation at the last School Committee meeting.

Amy Krishnamurthy moved to approve the Resolution. Paul Murphy seconded.

In response to a question, Acton Selectperson Katie Green explained that the Town of Acton has funded design money and this Town Meeting is requesting more related to the project's design and appraisal. All Acton money will be leveraged by state and federal transportation aid for this project. The rest of the funding must be secured at this year's Town Meeting to get this reimbursement funding.

The Committee **VOTED** unanimously to approve the statement.

14. Subcommittee and Member Reports

14.1. Policy – *Amy Krishnamurthy*

14.1.1. Staff Recruitment, Selection and Appointment, File: GCE – Second Read – VOTE – *Marie Altieri*

Edits were made based on additional feedback received. The procedures were also updated.

Paul Murphy moved, Mary Brolin seconded and it was unanimously, **VOTED**: to approve policy GCE as proposed.

14.1.2. Nonresident Tuition Charges, File: JFABA – First Read - *Marie Altieri*

This policy speaks to two different types of tuition charges. The only one that is really used involves the special education students (such as in the preschool), otherwise they would be considered choice students and we have not participated in that program for quite awhile. Comments were requested by Friday March 15.

14.2. Budget – *Amy Krishnamurthy*

Town Meeting and the Selectmen presentation by Peter Light and Marie Altieri were discussed. Next meeting is March 19.

14.3. Capital Improvement - *Adam Klein*

JD Head spoke about the work to be done over the summer.

14.4. Acton Leadership Group Update (ALG) – *Paul Murphy*

14.4.1. Materials from meeting on Feb 28, 2019

This was a brief meeting. ALG will meet one or two more times this year.

14.5. Boxborough Leadership Forum Update (BLF) – *Tessa McKinley*

14.5.1. Agenda from meeting on Feb 19, 2019 with approved minutes from Jan 8, 2019

Town Meeting dates and the stabilization fund were discussed. Next meeting is March 19.

14.6. Others

14.6.1. Acton Board of Selectmen

Paul Murphy reported that the upcoming warrant articles were discussed. Peter and Marie presented the school budget and it was very well received. Minute Man Tech was also there. Their building project is still on time and on budget. They will open in Sept 2019. They have received Blue Ribbon Status and a new Veterinary Tech Program will be starting in the fall.

15. **FYI**

- 15.1. Monthly Student Enrollment, 3/1/19
- 15.2. Acton and Boxborough 2019 Election Calendars
- 15.3. League of Women Voters Acton Candidates Forum, *Saturday, March 16 at 1pm at Conant*
- 15.4. Thank you from ABRSD to ABSAF and Middlesex Bank
- 15.5. West Acton Sewer Action Advisory Committee Forum, *Thursday, March 14 at 7pm, Town Hall*
- 15.6. CASE Collaborative Family Community News & Resource Pages, Feb 2019
- 15.7. This Month in the Division of Open Government, February 2019
- 15.8. ABRSD Naming District Facilities Policy FF and procedures FF-R

16. **EXECUTIVE SESSION**

At 9:30 p.m., Diane Baum stated the need to meet in Executive Session pursuant to MGL Ch 30A, sec.21(a) Purpose 3: to discussion strategy with respect to collective bargaining with the Office Support Association (OSA), American Federation of State, County and Municipal Employees (AFSCME) and the Acton-Boxborough Education Association (ABEA) because an open meeting may have a detrimental effect on the bargaining position of the Committee. She stated that the Committee would return to Open Meeting for the sole purpose of adjourning.

Paul Murphy made the motion, Amy Krishnamurthy seconded and it was unanimously,

VOTED by ROLL CALL: to meet in Executive Session pursuant to MGL Ch 30A, sec.21(a) Purpose 3: to discussion strategy with respect to collective bargaining with the Office Support Association (OSA), American Federation of State, County and Municipal Employees (AFSCME) and the Acton-Boxborough Education Association (ABEA).
(YES: Baum, Bo, Brolin, Klein, Kremer, Krishnamurthy, McKinley, Minkin, Murphy, Tso, Zhang)

The ABRSC returned to Open Meeting and adjourned at 9:57 p.m. with the motion made by Paul Murphy and seconded by Tessa McKinley.

Respectfully submitted,
Beth Petr

List of Documents Used: see agenda, list of warrants

NEXT MEETINGS:

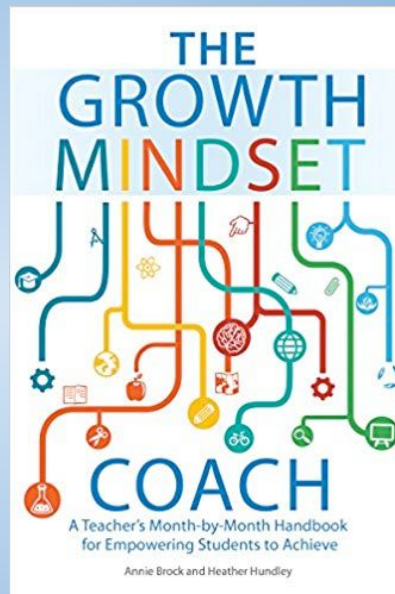
- March 21 – ABRSC Meeting at 7:00 p.m. in the **Administration Building Auditorium**
- New: Monday, March 25 – ABRSC Workshop at 7:00 p.m. in the Jr High Library
- Acton Town Meeting begins on Monday, April 1
- April 11 – ABRSC Meeting at 7:00 p.m. in the Jr High Library
- Boxborough Town Meeting begins on Monday, May 13

Conant School School Committee Presentation March 21, 2019

Damian Sugrue
Principal

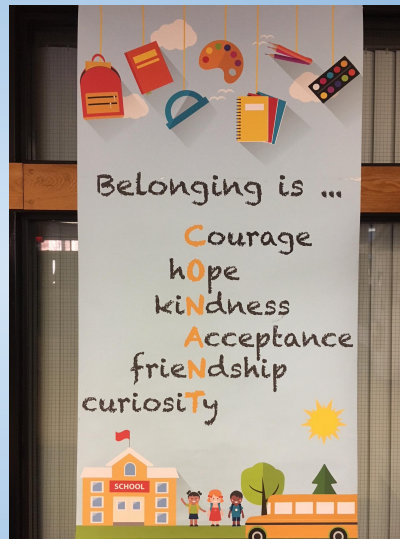


- **Goal 1: Teaching and Learning (Wellness):**
Year long focus on mindfulness, resilience, and growth mindset through literacy and other subject areas.



Professional Learning Planning
Team Members

- Ann Marie Pastor
- Christiann Kelley
- Kerrin French
- Kimberly Macey
- Shannon Worcester
- Meredith Toll-Abramowitz



Monthly Mindset Themes

Month	Mindset Theme	Super Reader Theme
September	Everyone Can Learn!	
October	My Brain is Like a Muscle that Grows	Belonging
November	I am a Valued Member of this Learning Community	Belonging / Curiosity
December	We Love a Challenge!	Curiosity
January	Feedback is a Gift - Accept it!	Kindness



Monthly Mindset Themes

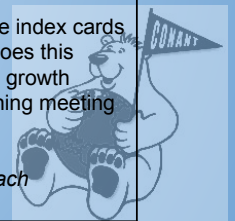
Month	Mindset Theme	Super Reader Theme
February	A Goal Without a Plan is Just a Wish	Friendship
March	Mistakes are Opportunities to for Learning	Confidence
April	There's a Difference Between Not Knowing and Not Knowing Yet!	Courage
May	I Got This!	Hope
June	I Can't Take Care of Others If I Don't Take Care of Myself	



Monthly Mindset Planning

Grade 2 September Sample (Everyone Can Learn: Curiosity Belonging)

Grade	Resources	Activity Practices
2	<p>Class Dojo https://ideas.classdojo.com Growth Mindset series</p> <p><i>Giraffes Can't Dance</i> by Guy Parker-Rees</p> <p><i>Growth Mindset Coach</i> - p. 39</p>	<p>Watch Class Dojo to jumpstart discussion about growth mindset and provide growth mindset scenarios.</p> <p>Read <i>Giraffes Can't Dance</i> and create anchor chart about what we can't do yet and make a class list about words that describe our journey of growth.</p> <p>Create double poster: What I CAN Do Now And What I Haven't Yet Learned to Do</p> <p>Use p. 39 in <i>Growth Mindset Coach</i> - make index cards based on phrases and ask the kids what does this mean to you? How can you turn this into a growth mindset vs fixed mindset. Use during morning meeting or any subject matter related</p> <p>Daily Mantra (p.43) in <i>Growth Mindset Coach</i></p>



Monthly Mindset Planning

Grade 5 January Sample (Feedback is a Gift Accept It : Kindness)

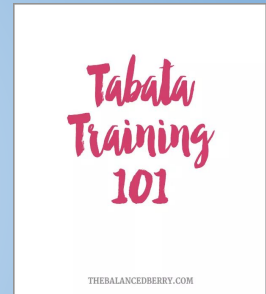
Grade	Resources	Activity Practices
5	Thanks for the Feedback by Julia Cook Create Student Feedback Wheels - teachers give back positive feedback, ways to improve, and questions/wonderings. Student Feedback sentence frames	Using the wheel and student feedback sentence frames to use when peer editing and collaboration activities.



A Positive Mind Needs a Break Now and Then!

Classroom Activities

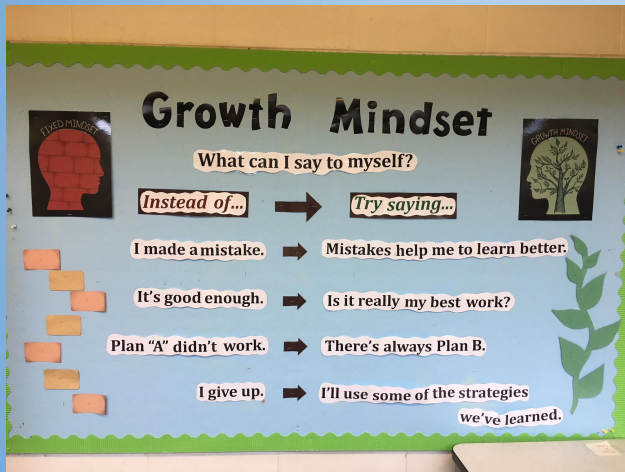
- Yoga
- Deep Breathing
- Tabatas
- Go Noodle
- Stretching



Messaging

Bulletin boards around the school support the ideas of...

- Growth Mindset
- Mindfulness
- Resilience
- The power of yet!



Academic Report Card Descriptors

- 4 = Meets the standard & grade level expectation
- 3 = Meets standard & grade level expectation with teacher support
- 2 = Progressing towards the standard & grade level expectation
- 1 = Not Yet: Needs more time and support to develop standard & grade level expectation
- NA = Not assessed at this time
- ^ = Modified program with individualized learning expectations



Social Skill / Work Habit / Related Arts Report Card Descriptors

- C = Consistently: nearly all the time without reminders
- U = Usually: much of the time, but occasionally needs reminders
- S = Sometimes: some of the time, but often needs reminders
- N = Not Yet: needs considerable support



Goal 2: Communication (Engagement): Increase volunteerism and build a stronger recruitment system for PTO leadership positions.

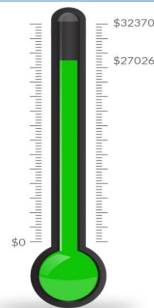
- Craft Fair
- Ice Cream Social
- Movie Nights
- Enrichment
- Book Fair
- Hospitality
- International
- Welcome
- Fundraising
- Nature Walks



Welcome to
Conant School PTO



The Conant PTO has received a 501(c) (3) tax exempt status from the IRS. All contributions made to the PTO are tax-deductible.



Please help us reach our goal!

The amount shown includes other fundraising activities

Donate Now



Donation Form

Volunteer Now!

Conant PTO needs you...

The PTO has open positions for the 2018-2019 school year.

PTO Meetings

Join us...

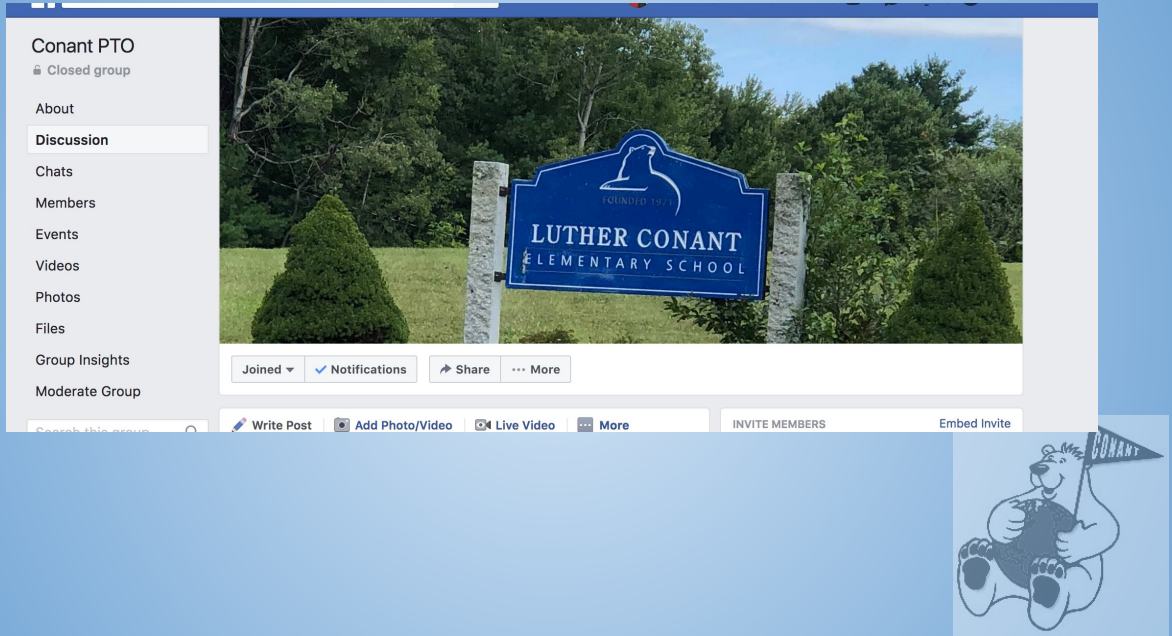
Meeting Minutes 2018-2019

PTO Newsflash

Read the current newsflash:

- [PTO Newsflash](#)





Currently all committee chair positions are filled. The only officer positions not filled are President and Vice President but there may be a few interested people!



Thank you!





ANNUAL REVIEW
2018

ACTON-BOXBOROUGH REGIONAL SCHOOL DISTRICT
15 CHARTER ROAD
ACTON, MA 01720

370 MAIN STREET, SUITE 1000, WORCESTER, MA 01608 | 508.753.8807 | 800.440.8807 | WWW.BARTANDCO.COM

SECURITIES AND ADVISORY SERVICES OFFERED THROUGH COMMONWEALTH FINANCIAL NETWORK®, MEMBER FINRA/SIPC, A REGISTERED INVESTMENT ADVISER.

Historical Market Value and Performance Summary

Since Inception &
Fiscal Year-to-Date

As of 6/30/2018

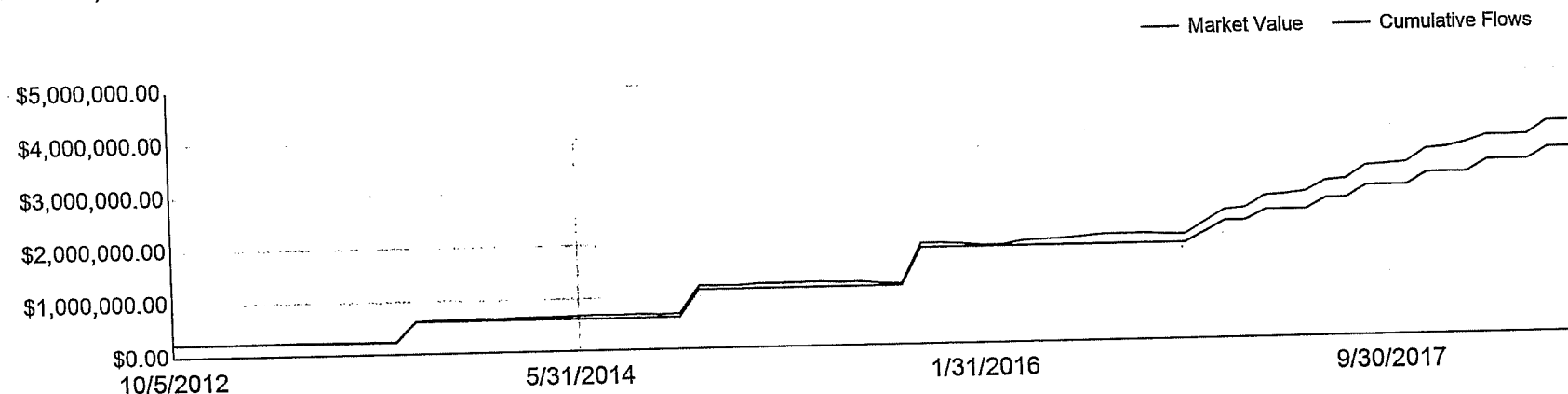
Acton-Boxborough RSD OPEB Trust UA (xxxx3563) - PPS Custom NFS

10/05/2012 To 06/30/2018 Activity Summary

Beginning Balance (10/05/2012)	\$0.00
Contributions	\$3,518,000.00
Withdrawals	\$45,891.62
Realized Gain / Loss	(\$25,949.73)
Unrealized Gain / Loss	\$166,571.54
Interest	\$0.00
Dividend / Cap Gains	\$396,879.23
Ending Balance (06/30/2018)	\$4,009,609.42
Total Gain / Loss After Fees	\$491,609.42
TWR for 10/06/2012 to 06/30/2018	33.18
TWR (Annualized)	5.12

07/01/2017 To 06/30/2018 Activity Summary

Beginning Balance (07/01/2017)	\$2,948,221.58
Contributions	\$900,000.00
Withdrawals	\$16,404.20
Realized Gain / Loss	(\$4,805.44)
Unrealized Gain / Loss	\$41,511.60
Interest	\$0.00
Dividend / Cap Gains	\$141,085.88
Ending Balance (06/30/2018)	\$4,009,609.42
Total Gain / Loss After Fees	\$161,387.84
TWR for 07/01/2017 to 06/30/2018	4.98
TWR (Annualized)	





ACTON-BOXBOROUGH REGIONAL SCHOOL DISTRICT
OPEB ACCOUNT

ACCOUNT NUMBER	FUND NAME	FY 2018 BEGINNING MARKET VALUE	FY 2018 BEGINNING PRINCIPAL	FY 2018 BEGINNING EARNINGS	FY 2018 NET INCOME	FY 2018 REALIZED GAIN/LOSS	FY 2018 NET EARNINGS	FY 2018 TRANSFERS OF PRINCIPAL	FY 2018 TRANSFERS OF EARNINGS	FY 2018 ENDING PRINCIPAL	FY 2018 ENDING EARNINGS	FY 2018 ENDING CASH VALUE	FY 2018 CHANGE IN UNREALIZED GAIN/LOSS	FY 2018 UNREALIZED GAIN/LOSS	FY 2018 ENDING MARKET VALUE
<i>OPEB FUNDS</i>															
	OPEB TRUST	\$2,944,636.18	\$2,618,000.00	\$208,331.91	\$125,324.52	(\$4,538.32)	\$120,786.20	\$900,000.00	\$0.00	\$3,518,000.00	\$329,118.11	\$3,847,118.11	\$37,103.56	\$155,407.83	\$4,002,525.94
	SUBTOTALS	\$2,944,636.18	\$2,618,000.00	\$208,331.91	\$125,324.52	(\$4,538.32)	\$120,786.20	\$900,000.00	\$0.00	\$3,518,000.00	\$329,118.11	\$3,847,118.11	\$37,103.56	\$155,407.83	\$4,002,525.94
	GRAND TOTALS	\$2,944,636.18	\$2,618,000.00	\$208,331.91	\$125,324.52	(\$4,538.32)	\$120,786.20	\$900,000.00	\$0.00	\$3,518,000.00	\$329,118.11	\$3,847,118.11	\$37,103.56	\$155,407.83	\$4,002,525.94

Securities and advisory services offered through Commonwealth Financial Network, Member FINRA/SIPC, a Registered Investment Adviser. Past performance is no guarantee of future results.

CURRENT ACCRUAL:	\$0.00
TRANSFER IN TRANSIT:	\$0.00
UNREALIZED GAIN/LOSS:	\$155,407.83
JUNE 30, 2018 STATEMENT VALUE:	\$4,002,525.94

Performance History

From 1/1/1900 to 6/30/2018

Since Inception
as of Fiscal Year End

Acton-Boxborough RSD OPEB Trust UA (xxxx3563) - PPS Custom NFS

From	To	Portfolio Return	Time Weighted Return (%)						
			45/35/20 Global Equity/Bonds/Alts	45/35/20 Global Equity/Bonds/Lqd Alts	60/40 Global Equity/Fixed Income	MSCI ACWI	Bloomberg Barclays Global Aggregate Bond	HFRI Fund of Funds Composite	
Yearly									
10/06/2012	12/31/2012	1.59	0.66	0.52	0.57	1.32	-0.56	1.32	
01/01/2013	12/31/2013	6.64	11.43	10.98	13.02	23.44	-2.60	8.96	
01/01/2014	12/31/2014	4.32	3.00	2.21	3.06	4.71	0.59	3.37	
01/01/2015	12/31/2015	-0.54	-1.99	-2.66	-2.37	-1.84	-3.15	-0.27	
01/01/2016	12/31/2016	6.37	4.65	5.04	5.93	8.49	2.09	0.51	
01/01/2017	12/31/2017	11.21	15.22	14.87	17.73	24.62	7.39	7.77	
01/01/2018	06/30/2018	0.16	-0.36	-0.74	-0.66	-0.13	-1.46	1.02	
Total		33.18	36.04	32.94	41.69	73.57	1.93	24.54	
Annualized		5.12	5.52	5.09	6.27	10.09	0.33	3.90	



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

Kindergarten Registration Update

March 21, 2019

Kindergarten Enrollment March 2019

2019-2020	Projection	Total Enrolled March	Over/Under Projection	% Over/Under Projection
Acton and Boxborough	342	275	- 67	-20%
Acton	299	233	-66	-22%
Boxborough	43	42	-1	On target
Choice/Staff	4	5		
Possible Retentions		5		
Total	346	285		

Kindergarten Lottery

- Blanchard is the only school that will need a lottery for first choices.
- Seats at Blanchard – 52
 - Blanchard 1st choices: 66
 - 39 Boxborough Hometown Guarantee
 - 11 Acton Siblings
 - Total 50 Priority
 - 16 Acton Families who do not have priority
- Blanchard is over-subscribed by 16 students who live in Acton. There are only two seats available. 14 will be placed in their 2nd, 3rd, or 4th choices.

All Day Kindergarten

- Total Enrollment = 285

All Day Requests = 229	Half Day Requests = 56
81%	19%
- Largest percentage of all day requests ever.
81% this year; 77% last year; 71% previous two years; 66% before that
- Only 4-10 half day students per school except for Blanchard (18).
- This would leave 6-12 families who wanted All Day K on the waitlist in every school except for Blanchard. (Total 44)
- There would be no available All Day K seats for any students who enroll between now and September (average 25-30). Students who enroll later tend to have a high percentage of economically disadvantaged and English learners.

All Day Kindergarten

- This leads us to believe that we need to develop a multi-year funding strategy for universal All Day Kindergarten. Budget Subcommittee will work on this and bring a recommendation to the full School Committee in the fall.
- Estimated cost of universal All Day K is \$1.2 million
- Need to consider options to make more All Day K seats available to families for this year.

Hybrid Kindergartens

- An all day classroom where a few of the students are enrolled in half day and go home on the mid-day bus.
- Half Day students can move to All Day K in the middle of the year if they want to. Tuition is prorated.
- Blanchard had Hybrid Kindergartens for many years. Lots of positive feedback.
- Some Acton schools have piloted hybrids.

Recommendation

- We offer Hybrid Kindergartens in every school for the 2019-2020 school year.
- Every family that wants All Day will be placed in All Day; Every family that wants Half Day K will be placed in Half Day.
- Blanchard will have one Half Day K (18 students). If any more Half Day students enroll, there will be some Half Day students in the All Day K.
- The five other schools will have ALL All Day Kindergartens with a few Half Day Students placed in them.



Acton-Boxborough Regional School District
Superintendent's Office
15 Charter Road
Acton, MA 01720
978-264-4700 www.abschools.org

Marie Altieri
Deputy Superintendent

To: Acton-Boxborough Regional School Committee
From: Marie Altieri, Deputy Superintendent
Date: March 15, 2019
Re: Kindergarten Registration

Enrollment

We completed our on-line registration for Kindergarten on March 1, 2019. At this time we have 286 students registered. This compares to a projection of 342. We would expect to enroll another 25-30 students between now and September. This would give us a total of 310-315 students, which is still 25-30 students below projection. The projection for Boxborough students was 43, and we currently have 42 registered with the hometown guarantee. We have 233 Acton students registered compared to a projection of 299. We have four students registered as staff/choice. This is the first time that we have been under projection for Kindergarten in several years. The chart below shows the projection compared to enrollment for this incoming Kindergarten class. Attached to this memo is the data for the last four years.

2019-2020	Projection	Total Enrolled March	Over/Under Projection	% Over/ Under Projection
Acton and Boxborough	342	275	- 67	-20%
Acton	299	233	-66	-22%
Boxborough	43	42	-1	On target
Choice/Staff	4	5		
Possible Retentions		5		
Total	346	285		

School Based Lotteries

Blanchard is the only school that will need a lottery. There are sixty-seven families that chose Blanchard as their first choice school. Fifty students have priority to attend Blanchard. Thirty-nine students live in Boxborough and have the hometown guarantee, and eleven are from Acton but they have sibling priority. Seventeen students live in Acton and do not have priority. There will only be two seats for the seventeen that live in Acton. The remaining fifteen students will be placed in an Acton school based on their preferences. There are enough spaces in the five Acton elementary schools for all first choices to be placed.



Acton-Boxborough Regional School District

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Class Size

The School Committee Class Size Guidelines policy recommends 18-20 students in each K classroom. At the time of the lottery, there will be an average of 17 students in each K classroom. We expect 25-30 additional students before school starts. This would give us an average K class size of 18 – 18.5.

All Day Kindergarten

We had a higher percentage of families request All Day Kindergarten than we have ever had. 81% of the families who have registered have requested All Day K. Last year we had 77%, and for several years before that it held steady at 71%. As the number of families requesting All Day Kindergarten continues to increase, we are exploring possibilities for expanding to universal All Day Kindergarten. As we reported in January, the total cost would be approximately \$1.3 million. We are surveying current Kindergarten families as well as incoming Kindergarten families to better understand their needs and reasons for selecting All Day K or Half Day K. We are studying performance data and distribution of students based on income, English Language, students with disabilities, etc. We will report back to the committee when this work is completed.

As we have begun this analysis, we have seen that 25% of students who are currently in half day kindergarten qualify for free and reduced lunch. This is compared to 10.5% of the general population. We offer scholarships for students who qualify. We believe that one of the main reasons this is happening is that the All Day classrooms are mostly full at the time of the lottery, and many schools have waitlists for all day. This means that students who enroll between the March lottery and the start of school in August are placed in Half Day. Students who are economically disadvantaged and students who are English Learners often register in the summer, and therefore are disproportionately placed in Half Day K.

For this incoming Kindergarten class, there are between 4 and 10 students in each school who have requested half day. In order to meet the needs of more families who have requested All Day K, and to make sure there is the opportunity for students who enroll over the summer to access All Day K, we are exploring the possibility of changing our half day classrooms to “hybrid” classrooms in some or all of the schools. A hybrid Kindergarten is an All Day Kindergarten classroom with a few half day students. The half day students leave in the middle of the day. The core curriculum is covered in the morning. This model was used at Blanchard for many years, and several of the Acton schools had a hybrid classroom for a couple of years.

The two attached pages show comparative Kindergarten data for the last four years and the enrollment information by school for the incoming Kindergarten class.

At ABRSD, our mission is to develop engaged, well-balanced learners through collaborative, caring relationships.

WELLNESS - EQUITY - ENGAGEMENT



Acton-Boxborough Regional School District

Superintendent's Office

15 Charter Road

Acton, MA 01720

978-264-4700 www.abschools.org

Kindergarten Data 2016 - 2020

2019-2020	Projection	Total Enrolled March	Over/Under Projection	% Over/ Under Projection
Acton and Boxborough	342	275	- 67	-20%
Acton	299	233	-66	-22%
Boxborough	43	42	-1	0
Choice/Staff		5		
Possible Retentions		5		
Total		285		

2018-2019	Projection	Total Enrolled March	Total Enrolled Oct 1	Increase March to Oct	Over/Under Projection	% Over/ Under Projection
Acton and Boxborough	314	299	326	+27	+12	+4%
Acton	239	241	266	+25	+27	+11%
Boxborough	75	58	60	+2	-15	-20%
Choice/Staff	4	3	4	+1		
Totals	318	302	330	+28		

2017-2018	Projection	Total Enrolled March	Total Enrolled Oct 1	Increase March to Oct	Over/Under Projection	% Over/ Under Projection
Acton and Boxborough	293	314	349	+35	+59	+20%
Acton	251	255	282	+27	+31	+12%
Boxborough	42	59	67	+8	+25	+60%
Choice/Staff	4	4	3	-1		
Totals	297	318	352	+34		

2016-2017	Projection	Total Enrolled March	Total Enrolled Oct 1	Increase March to Oct	Over/Under Projection	% Over/ Under Projection
Acton and Boxborough	279	305	323	+18	+51	+18%
Acton	244	267	280	+13	+36	+15%
Boxborough	35	38	43	+5	+8	+22%
Choice/Staff	4	4	7	+3		
Totals	283	309	330	+21		

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WELLNESS - EQUITY - ENGAGEMENT

REGARDING HEALTH INSURANCE:

- adjust health insurance to be in line with average GIC rates
- add retired health insurance to the foundation budget
- calculate health insurance inflation separately from inflation of the rest of the budget

REGARDING SPECIAL EDUCATION:

- change the assumed in-district special ed cost (from an assumed 15% of students to an assumed 16% of students)
- increase the out-of-district special ed cost rate to capture full cost before the circuit breaker is triggered
- recognize "the growing use of inclusion as the preferred pedagogical model in the Commonwealth"

REGARDING ENGLISH LANGUAGE LEARNERS:

- make ELL an increment added to the base rate per pupil
- include it for vocational students
- make the increment the same rate at all levels, choosing the middle school level; this is to make up for the previous assumption that older kids required fewer services (or less funding), which has been found not to be the case.

REGARDING LOW INCOME:

- The Commission offers guidance that weighting should fall between 50-100% and cites the large number of programs --extended learning time, wraparound services, instructional improvement, class size reduction, early ed--that have been found to be successful with low income students, laying out some parameters on costs.
- Note further that this includes districts posting a plan of what the district will do with additional dollars, but includes district flexibility to best meet student needs.

REGARDING DATA COLLECTION:

- The Commission recommends establishment of a committee to improve data reporting, specifically around reporting of use of funding at a school level.

REGARDING PRESCHOOL:

- There is a recognition (not a recommendation) of the state's needs in early childhood. The data on the huge positive effects of early childhood education is overwhelming and clear, which the Commission recognizes.

REGARDING INFLATION:

- This again is a recognition (not a recommendation) of a need for an adjustment for the missed quarter in 2010 (=\$55 million statewide) and an adjustment for the statutory cap (=\$158 million statewide). Note that those numbers are not included in other calculations, so some would balance out.

...the good work begun by the education reform act of 1993, and the educational progress made since, will be at risk so long as our school systems are fiscally strained by the ongoing failure to substantively reconsider the adequacy of the foundation budget

- Conclusion of the final report of the Foundation Budget Review Commission

Acton-Boxborough Regional School District

Chapter 70 (Foundation Budget) Aid & Its Impact on the A-B Budget


Prepared by Dave Verdolino, Director of Finance March, 2019

The primary source of the state’s contribution to public education districts in Massachusetts is pursuant to Massachusetts General Laws, Chapter 70 (hence, “Chapter 70 Aid”).

The purpose of Chapter 70, from both a regulatory and financial standpoint, is to ensure that every public school district in the Commonwealth has sufficient resources representing the minimum funding needed to provide an adequate education (referred to as the district’s Foundation Budget).

For more in-depth background and technical information on this topic, there is a superb tutorial (with a seven-minute companion video) entitled **Demystifying the Chapter 70 Formula: How the Massachusetts Education Funding System Works**, prepared by the MassBudget and Policy Center, available at the following link: http://www.massbudget.org/report_window.php?loc=Facts_10_22_10.html .

For details of Acton-Boxborough’s FY2020 Foundation Budget and Chapter 70 Aid, follow this link to the DESE website: <http://www.doe.mass.edu/finance/chapter70/> , and click on:

 FY20 Preliminary Chapter 70 Aid and Net School Spending Requirements; read the overview of the Governor’s Chapter 70 budget recommendation for FY2020, then click on:

 **Complete formula spreadsheet**, showing detailed calculations for each municipality and district.

Understanding the basics of Acton-Boxborough’s Chapter 70 Aid for FY2020 is not as complicated as often perceived. Analyzing the underlying components of the state calculation, drawing conclusions from trends, and understanding how the many nuances of the formula impact each district – often in different ways – is the greater challenge (one that will not be addressed here).

The basic formula is in three steps:

1. **Determine the district’s Foundation Budget (minimum \$ to provide adequate education)**

For every district, the state calculates a Foundation Budget Base by multiplying student enrollment (on an FTE basis) times pre-determined cost-per-student allotments for each of eleven cost categories comprising a district’s operations (e.g., teaching, professional development, etc., but excluding transportation and capital). The allotments are generally higher for students at higher grade levels (where educational programs are generally more costly).

Added to that Base are supplemental cost allotments relating to special student populations (in-district and out-of-district special education, English learners and economically disadvantaged).

It should be mentioned that a state Commission reviewed the adequacy of the Foundation Budget; its report, which called for significant increases in the total Foundation Budget, and would likely result in additional Chapter 70 Aid for most districts, has only been minimally implemented.

Here is the Foundation Budget for A-B for FY2020 –	<u>Enrollment</u>	<u>Allotment</u>
Foundation Budget Base	5,429	\$47,936,733
Supplements for:		
In-district Special Ed	202	\$ 5,710,132
Out-of-district Special Ed	54	\$ 1,597,946
English Learners (mostly PK-5)	212	\$ 521,122
Economically Disadvantaged	434	\$ 1,698,272
 Total FY2020 Foundation Budget for A-B		 \$57,464,205
Foundation Budget per Student (for comparative purposes)		\$10,585

2. **Determine the local taxpayers’ share toward its district’s Foundation Budget (minimum \$...)**

The state determines all its communities’ obligations to provide for their resident children’s education in a manner that results in the state contributing 41% toward the Foundation Budget on a statewide basis, with local taxpayers funding the remaining 59%. The local share, referred to as the Required Local Contribution, is determined in such a way as to be based in equal amounts from communities’ property wealth and income wealth; the resulting calculation is each community’s Target Local Contribution. As intended by this method, more affluent communities are expected to target (and thus contribute) a higher share of funding toward their Foundation Budgets (subject to a maximum of 82.5%) than economically disadvantaged localities.

Here are the Target %’s for A-B members for FY2020 –	<u>Acton</u>	<u>Boxborough</u>
Property Wealth (based on 2018 EQV)	\$4.598 billion	\$1.178 billion
Income Wealth (based on 2016 incomes)	\$1.643 billion	\$334 million
Determined Target Local Contribution	81.55%	82.50% (max)

Each community’s Required Local Contribution (RLC) is then calculated by adjusting its prior year’s RLC by its municipal revenue growth factor (theoretically representing its revenue-raising capacity) as determined by the state DOR. The resulting RLC may be adjusted, depending on whether the calculated amount is over or significantly under the Target (as discussed above).

In a regional district, the RLC is determined using the totals from its member towns, apportioned among all schools that serve those communities (i.e., including vocational enrollment).

Here are the RLCs for A-B members for FY2020 –	<u>Acton</u>	<u>Boxborough</u>
FY2019 Required Local Contribution	\$36,476,566	\$7,153,749
Municipal Revenue Growth Factor	3.70%	4.23%
FY2020 Preliminary Contribution	\$37,826,199	\$7,456,353
% of Total Foundation Budget	77.00%	82.36%
Adjustment for being 4.55% below Target (Acton)	\$364,766	n/a
Result - apportioned for A-B students	\$37,736,345	\$7,351,369

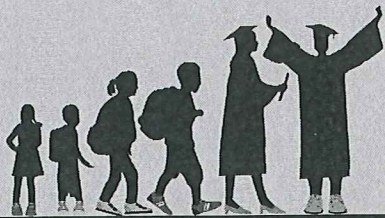
3. **The difference (theoretically) will be a district’s Chapter 70 (Foundation) Aid**

After determining a district’s Foundation Budget (“minimum required to provide an adequate education”) and the Required Local Contribution toward funding the FB, the difference should be what the state contributes. In some cases, that is how it works, as follows:

A-B results for FY2020 –	Foundation Budget (from previous page)	\$57,464,205
	Less Required Contribution (A + B above)	<u>\$45,087,714</u>
	Difference (FY2020 “Foundation Aid”)	\$12,376,491

But for over 2/3 of Massachusetts districts, they receive not that amount, but *more*, because of both: (1) a provision known as “Hold Harmless” (i.e., Chapter 70 Aid is never reduced from a prior year level); and, (2) an annual appropriation of Minimum Aid. This is illustrated below:

FY2020 Foundation Aid determined using the above formula	\$12,376,491
(1) Impact of “Hold Harmless”	<u>\$2,645,950</u>
Prior Year (FY2019) Chapter 70 Aid	\$15,022,441
(2) Impact of Minimum Aid (\$20 per student increase)	<u>\$108,580</u>
Actual FY2020 Chapter 70 Aid (Governor’s Budget)	\$15,131,021



FUND OUR FUTURE



INVEST IN THE SCHOOLS AND COLLEGES OUR COMMUNITIES DESERVE

10.5.1

Fund Our Future is a grassroots campaign with the goal of passing legislation to increase state funding for public education by more than \$1.5 billion a year — more than \$1 billion for public schools and more than \$500 million for public higher education.

The full titles of the bills supported by the Fund Our Future campaign are:

- ▶ **Promise Act** — An act providing rightful opportunities and meaningful investment for successful and equitable education
- ▶ **Cherish Act** — An act committing to higher education the resources to insure a strong and healthy public higher education system

PreK-12 Funding

The 2015 Foundation Budget Review Commission found that the Commonwealth's public school funding formula is outdated — and that the foundation budget is too low by more than \$1 billion.

The *Promise Act*, filed by Sen. Sonia Chang-Díaz (D-Boston) and by Reps. Aaron Vega (D-Holyoke) and Mary Keefe (D-Worcester), would over a period of time implement the four core recommendations of the commission to increase the foundation budget, resulting in more than \$1 billion in new state funding. The bulk of those funds would go to districts with the greatest need and fewest resources. The formula would be changed to:

- Realistically account for districts' health care costs by using actual data to set insurance costs and inflation rates in the foundation budget.
- Modernize the formula to provide adequate support for English learners and low-income students.
- More accurately account for special education costs to better reflect actual SPED enrollment and the total costs that districts bear for out-of-district students.
- Increase state aid to certain districts to mitigate losses to charter schools.
- Guarantee minimum annual state aid increases to all districts of \$50 per pupil.

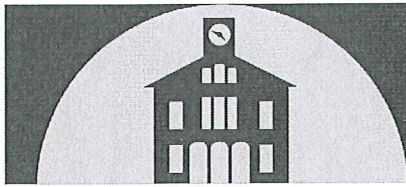
Higher Education Funding

A recent report found that, accounting for inflation and changes in student enrollment, public higher education in Massachusetts has been cut by 31 percent since FY01. The same report found that the share of higher education costs borne by students and their families shifted dramatically over this same period, from approximately 30 percent in FY01 to approximately 55 percent in FY16.

The impacts of this chronic underfunding are keenly felt by both our students and our dedicated faculty and staff. The *Cherish Act*, filed by Sen. Jo Comerford (D-Northampton) and Reps. Sean Garballey (D-Arlington) and Paul Mark (D-Peru), would reaffirm the state's commitment to public higher education by:

- Implementing the core finding of the 2014 Higher Education Finance Commission, resulting in more than \$500 million in additional funding for public higher education. These new funds must supplement — not supplant — existing funding.
- Establishing in statute a fair and adequate minimum funding level for public higher education at no less than the FY01 per-student funding level, adjusted for inflation.
- Freezing tuition and fees for five years, as long as the Legislature appropriates the funds required to reach FY01 per-student funding levels in five years.

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ACTON BOXBOROUGH EDUCATION ASSOCIATION

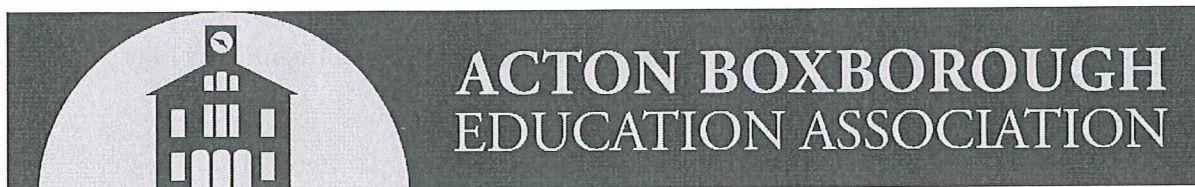
To: Acton-Boxborough Regional School Committee
From: Mike Balulescu, ABEA President
Re: Fund Our Future Campaign
Date: March 21, 2019

The Acton Boxborough Education Association and the Massachusetts Teachers Association invite the Acton-Boxborough Regional School Committee to join the following school committees and municipal boards in passing a resolution in support of the MTA's ***Fund Our Future*** campaign:

(list current as of February 2019)

Ayer-Shirley
Berkshire Hills
Berkley Board of Selectmen
Beverly
Bristol-Plymouth Regional Technical
Bourne
Brockton
Burlington
Cambridge
Chicopee
Dennis-Yarmouth
Easthampton
Everett
Fall River
Fitchburg
Framingham
Grafton
Greenfield
Haverhill

Holbrook
Hull
Leicester
Lexington
Littleton
Lynnfield
Malden
Malden City Council
Marshfield
Maynard
Middleborough
New Bedford
Northampton
Norton
Old Rochester Regional
Palmer
Petersham
Pittsfield
Quabbin Regional
Revere
Rochester
Seekonk
Shrewsbury
Springfield
Springfield Empowerment Partnership Board
South Hadley
Wachusett
Ware
Wareham
Webster
West Springfield
West Springfield Town Council
Weymouth
Worcester



To: Acton-Boxborough Regional School Committee
From: Mike Balulescu, ABEA President
Re: Fund Our Future Campaign
Date: March 21, 2019

The Acton-Boxborough Education Association and the Massachusetts Teachers Association invite the Acton-Boxborough Regional School Committee to pass the following resolution in support of the MTA's *Fund Our Future* campaign:

Resolution in Support of Full Funding for Our Public Schools

WHEREAS, free public schools available to all students without exception are foundational to our democracy and are required by the state constitution; and

WHEREAS, all of our students, no matter where they live, deserve high-quality public schools that teach the whole child and provide them with a rich school experience that addresses their academic, social and emotional needs;

WHEREAS, the state's foundation budget formula, which determines state aid to each district, has been woefully out of date for years, thereby underfunding our districts by more than \$1 billion a year for essential educational services; and

WHEREAS, an updated foundation budget formula would bring the Acton-Boxborough Regional School District up to \$1.4 million in additional state aid each year, allowing this district to move closer to providing all students with the education to which they are entitled as residents of the Commonwealth; and

WHEREAS, the Legislature failed to pass any foundation budget legislation in the last session, leaving districts, educators and students without the funds necessary to support the schools our students deserve in every district in the state;

THEREFORE, be it resolved that the Acton-Boxborough Regional School Committee urges the Legislature to approve and fully fund a new foundation budget formula by May 1, 2019.

11.1

**ACTON-BOXBOROUGH REGIONAL SCHOOL DISTRICT
School Building Committee (SBC) Approved Minutes**

R. J. Grey Library
16 Charter Road, Acton, MA 01720

February 27, 2019
7:00 p.m.

Members Present: Mary Brolin; Adam Klein; Peter Light; Marie Altieri (*left 7:40 pm*); Peter Berry; Dennis Bruce; Jason Cole; Becca Edson; Bob Evans; JD Head; Gary Kushner; Lynne Newman; Maria Neyland; Mac Reid.

Members Absent: Amy Krishnamurthy; Maya Minkin; Bill Hart; Katie Raymond; Chris Whitbeck.

Other: Karen Coll; Representatives from Skanska: Chuck Adam, Victoria Clifford, Sovathya Sar; Representatives from Arrowstreet: Emily Grandstaff-Rice; members of the public.

1. Mary Brolin called the meeting to order at 7:02 p.m.
2. There were no minutes to approve as minutes of the February 14th meeting had been approved at that meeting.
3. PSR Submission

Emily Grandstaff-Rice reported that the Preferred Schematic Report (PSR) was submitted to the MSBA on February 20th. The MSBA has 21 calendar days to review it and respond with comments, after which we will have 14 calendar days to address those comments. The MSBA Facilities Assessment Subcommittee will meet on either March 13th or 20th to learn more about the project and the Educational Program, ask questions and provide feedback to the project team before the project is formally presented to the MSBA Board on April 10th. In addition to representatives from Skanska and Arrowstreet, Peter Light, Marie Altieri and Mary Brolin will plan to attend this meeting.

One change was made to the PSR prior to its submission, to align the total size of the building with the nine PreK classrooms outlined in the Educational Plan, for a total of 176,000 square feet

4. Schematic Design Process Overview

Emily provided an overview of the MSBA requirements for Schematic Design (SD), grouped into four broad categories:

- MA Department of Elementary and Secondary Education (DESE) approval;
- Schematic Design elements including space summaries and alignment with the Educational Program, mechanical, electrical, plumbing plans, and other items;
- Design drawings including site and floor plans, elevations, and other drawings;
- Progress on project approvals such as permits and the filing of required forms.

Emily said that the upcoming months, through the summer, would be busy for the SBC, with many decisions to be made about project details. The Schematic Design will include the total budget for the building based on all known costs plus contingencies for unanticipated expenses. Estimating these costs will be a lengthy process, with two independent firms submitting estimates followed by a detailed review. The costs will need to incorporate details such as the selection of flooring and finishes, as well as decisions about heating, lighting and other systems.

Arrowstreet and Skanska will share information with the committee about best practices in building. At the next meeting we will begin to discuss building systems such as construction types, exterior and interior construction, internal systems for mechanical, electrical and other elements, and equipment, furnishings and technology. We will also look at sustainability ratios, window-to-wall ratios and general industry trends. We will need to start thinking about these items and understanding the cost tradeoffs. For example, the choice of mechanical system has a significant impact on sustainability and is also a major cost component. We need to understand the implications of decisions, such as the fact that if we move toward elimination of fossil fuels and build an all-electric building, that would require an electric kitchen.

Members discussed components of the current Gates and Douglas sites that may have been built with funds from the Community Preservation Commission (CPC), such as the Elm Street basketball courts and the outdoor playspaces that had been constructed at each school. CPC plans are maintained as town records, so the list of CPC-funded projects can be verified.

The committee will need to strategize about how to get ahead of the required town and state approvals, which can take time. As with the PDP and PSR, we will need to submit a letter certifying local actions and approvals; this does not require that all aspects of the plan have been approved prior to submission of the Schematic Design. Because a building this large will produce more than 100,000 gallons of wastewater per day, we will need to file an Environmental Notification Form (ENF).

In response to a question from Peter Berry, Chuck Adam said that we would have to assume a septic system for wastewater, since there is currently no sewer in West Acton, but that we would be able to switch if we later wanted to participate in the West Acton sewer project. The cost of connecting to a town sewer system would not be approved by the MSBA. The plans call for a traditional septic system with tanks and leach fields, not a wastewater treatment facility, which would be very expensive and require more land than we have available. We would need MA Department of Environmental Protection (DEP) approval to build a septic; DEP approval wouldn't be required to hook into a new sewer system.

Two high priorities for Skanska are to talk to Army Corps of Engineers and to talk to the town of Acton about the septic system.

5. Schedule Review

Emily and Chuck reviewed the upcoming project schedule. Chuck suggested setting up several small working groups to meet between SBC meetings and look at specific issues in depth, in addition to the already-existing sustainability group. Chuck will send Mary Brolin a list of potential subgroups and some suggestions of who to include in each. Emily and Marie Altieri will be meeting Thursday February 28th to discuss these steps, and then will meet with the principals the following week.

Emily discussed ways to ensure that every stakeholder is kept in the loop and informed about progress. This will include a number of community meetings to keep the public informed, starting through the spring. While we should have a good sense of cost numbers by early June, the final information won't be available until late June, prior to the July 10th Schematic Design submittal.

Chuck reviewed the MSBA's SD checklist. He contrasted the traditional Design-Bid-Build (DBB) process, in which the contract is awarded to the lowest cost bidder, with the Construction Manager (CM) at Risk process. Chuck and Dale Caldwell will present these options in more detail in April. It can be more expensive to use a CM at risk but, because it allows more flexibility, it can result in savings on construction. CMs at risk are more transparent, and projects often have few or no costly change orders.

Because projects are increasingly using CMs at risk, there are fewer firms bidding as traditional DBB contractors. Chuck said that Skanska is well positioned to evaluate CMs because the firm does that work and understands it although, since Skanska is serving as our OPM, their CM group won't apply for our project to prevent conflicts of interest. The MSBA requires a number of steps in selecting either process, including interviewing CMs if we choose that route; the interviews would all be done in one day, on a Saturday.

Mary Brolin said that we will need to reschedule the June 26th meeting because the School Committee will be attending an out of district training. That meeting is very important, as that is the day for the committee to vote on the SD submission and the budget. Members agreed to reschedule the meeting to Thursday, June 27th at 7:00pm. We should schedule an extra meeting on July 8th before the SD submission on July 10th; if we can make a final decision on June 27th, we can cancel the July 8th meeting.

Skanska will send us task lists before each meeting so we know what we need to accomplish.

6. Sustainability Modelling

The committee reviewed some massing and solar radiation models developed by sustainability consultants Thornton Tomasetti; they will continue to develop models as we move forward.

7. EUI Target Setting Meeting

Energy Use Intensity (EUI) is a score that measures the efficiency of a building by the ratio of its energy use to its area. Over time, buildings have become more efficient. The high performance threshold is 30; lower numbers indicate more efficiency. Depending on the climate, most high performing schools generally score in the 30's. Committee members reviewed a chart showing that the average EUI in AB is about 54, which directly ties to annual operating costs.

JD Head reported that at the EUI target-setting meeting a target was set of 28 for the new building. The goal of the Seventhwave pilot is to see the impact of setting a target early in the process on the resulting sustainability, including factors such as overall life cycle costs. There are also rebates available if we hit certain targets. While they intersect, EUI, which measures total energy use, is not the same as Net Zero, which factors in renewable resources to assess the resultant environmental impact. We need to look at elements like the size and scale of the building in assessing costs, and to plan for a building that will be in use almost 52 weeks a year. Mary said that our real need is to understand the costs and benefits of the decisions we make, including upfront and lifecycle costs.

Over time, system efficiencies in areas such as lighting have improved. Many decisions will impact EUI, including 'plug load.' We need to have a conversation about how we will use the building, including details such as whether to have coffee makers in individual classrooms. Mary asked whether we could design the building for energy savings such as not running air conditioning in unused parts of the building during the summer. Emily noted that sustainability strategies are outlined in the appendix to the PSR (Note: PSR Vol. 3, pp. 371-389). For the next meeting, JD will bring estimates of the cost differential between an EUI of 30 and EUI of 54 in our buildings.

8. Community Input and Education

Community education and input will be important during the design phase and prior to Town Meetings. Adam Klein has been managing the building committee's social media, with support from Katie Raymond.

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Chuck and Victoria Clifford can help with social media and messaging to educate the public. Mary reminded committee members that they can educate and provide information about the project but they can't advocate for a specific vote. We also need to be aware that district resources cannot be used to advocate a position. As members of the town Finance Committees, Jason Cole and Gary Kushner are allowed to recommend a positive vote to those committees. Mary asked the League of Women Voters if they could do a workshop to help us understand what we can and can't do. The Massachusetts Attorney General's office also has resources and information on their website.

9. Invoice Approval

Chuck explained updates made to the format of the budget tracker, clarifying the different scales of the monthly and cumulative cash flow graph.

After the committee reviewed the invoice, Adam Klein moved to approve the Arrowstreet invoice from December 1-31, 2018, in the amount of \$45,132.00. Maria Neyland seconded, Jason Cole abstained and the invoice was unanimously approved.

10. Maria Neyland moved, Gary Kushner seconded and the meeting was adjourned at 8:20pm.

Respectfully submitted,
Karen Coll

Documents Used:

Module 4 Schematic Design Checklist
Seventhwave Building Design and Performance Requirements
Invoice Package and Budget Tracker

Next Building Committee Meetings (all in RJ Grey Library unless otherwise noted):

March 13
March 27
Apr 10
Apr 24 (meeting in Admin Building, Room 13)
May 8
May 29 (avoids consecutive SBC/SC meetings)
June 12
June 27 (a Thursday, after the last day of school)

ACTON-BOXBOROUGH REGIONAL SCHOOL DISTRICT
School Building Committee (SBC) Draft Minutes

R. J. Grey Library
16 Charter Road, Acton, MA 01720

March 13, 2019
7:00 p.m.

Members Present: Mary Brolin; Adam Klein; Amy Krishnamurthy; Peter Light; Marie Altieri; Peter Berry; Dennis Bruce; Jason Cole (*arr 8:00pm*); Bob Evans; Bill Hart; JD Head; Gary Kushner; Lynne Newman; Katie Raymond; Mac Reid; Chris Whitbeck.

Members Absent: Becca Edson; Maya Minkin; Maria Neyland.

Other: Karen Coll; Representatives from Skanska: Chuck Adam, Victoria Clifford, Sovathya Sar; Representatives from Arrowstreet: Emily Grandstaff-Rice; Carlos DeSousa and Rick Newell of Garcia, Galuska & DeSousa; members of the public.

1. Mary Brolin called the meeting to order at 7:00pm. Emily Grandstaff-Rice introduced consulting engineers Carlos DeSousa and Rick Newell of Garcia, Galuska & DeSousa.
2. Peter Berry clarified that the MSBA would not approve payment for the cost of connecting the new building to the town sewer system. Bob Evans moved, Bill Hart seconded, and the minutes of the February 27, 2019 meeting were approved as amended.
3. MSBA Update – FAS Meeting

Peter Light reported on a March 13th meeting with the Facilities Assessment Subcommittee (FAS) of the MSBA. The goal of the meeting was for the subcommittee to hear a brief presentation of the Preliminary Schematic Report (PSR), and to provide feedback prior to the final PSR presentation and MSBA board vote. The primary concern of the FAS was the design and layout of interiors, especially the delineation between the two schools. In the design submitted with the PSR, classrooms from the two schools overlap in sections of the building. The design has been tricky because the building is not symmetrical, so spaces may bleed into one another. The design team will continue working to address this.

Peter said that the MSBA is accustomed to seeing buildings that include just a single school; having two schools in one building can make the layout more complicated and potentially confusing. Chuck Adam said that the design needs to ensure flexibility so that the building accomplishes our current goals but is also able to evolve over time as needs may change. Emily Grandstaff-Rice said that Peter and Marie Altieri had explained the district goals and the twin school plan very clearly, allaying potential concerns. The MSBA is reviewing the PSR, and we are scheduled to present it at the April 10th MSBA board meeting.

Chuck reported that there had been some guideline changes to the MSBA's policies, affecting all projects approved after January 1, 2019. In particular, the MSBA will now reimburse for one STEM classroom per school, which must be a minimum of 1,080 square feet, plus storage space of 120 sq. ft. In addition, all elementary classrooms are required to have two sinks.

Chuck showed the committee a planning schedule for meeting topics and votes through July 10th, the date of our Schematic Design and Budget (SD) submission to the MSBA. There are a lot of decisions to make as we develop the SD.

4. Update on Meetings with Stakeholders Regarding Programming/Design

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Marie Altieri said that four meetings have been scheduled with various users and stakeholder groups over the upcoming two weeks. They will be discussing what classrooms and other spaces should look like, among other issues. The plan is to circle back to these users along the way.

5. Design Conversation

Emily provided an overview of the areas of decision-making the committee will have to address to develop the Schematic Design, including: design goals; construction styles; building systems such as mechanical, electrical, lighting and geothermal; and code and accessibility issues.

Emily reviewed elements of the FAS presentation, noting that the greatest concern at that meeting was how to delineate the Douglas sections of the building from the Gates sections. The architects have already been working on reorganizing the building to clarify the distinctions between the programs. Emily showed a potential redesign of the layout, with the preschool on the ground floor, and one elementary school on the second floor and one on the third floor. In the example, the cafeteria would be in the middle of the ground floor, across from the media center, with the larger gym, to be used primarily by grades 3 – 6, on one side of that floor and the smaller gym, geared at grades K – 2, on the other side. Both principals, Lynne Newman and Chris Whitbeck, expressed support for having each school community on a separate floor, which they felt would create program cohesiveness. Neither principal cared which school was on which floor. Chris also mentioned that he liked the wide corridors, which are big enough to hold gathering places.

Emily said that building codes regulate the number of stairwells in a building. Stairwells work best if they are at the ends of corridors, although we could include a grand staircase on the ground floor across from media center as well. The architects are also planning for two elevators in the building. In this design, the façade had been pulled back in some areas on the first floor to allow for overhangs and protection in bad weather. Emily noted that there is more work to be done on the layouts and plans.

Committee members raised a few questions and concerns:

- Adam Klein was concerned that the preschool play area would be adjacent to the food delivery area in this scheme. This can be addressed in future versions of the design.
- In response to a question from Adam about having the administrative offices on the ground floor, separated from the classrooms on upper floors, Chris suggested a small satellite office upstairs; Lynne said that that she isn't in her office much of the time anyway.
- Katie Raymond asked about splitting the large gym into two separate spaces. Marie Altieri said the MSBA might have resisted that, and that a full size gym is needed as a community resource. Amy Krishnamurthy said that the Parker Damon gym is used by all grades, in addition to community groups. Peter Light said that the typical model is to divide a large gym with curtains. This issue will be discussed with stakeholders.
- One loss in this design is the courtyard area. The MSBA was not convinced about the courtyards, and a lot can be done with landscaping and other elements. The site allows some great opportunities for play areas. Acton's Natural Resources Director has said that playgrounds can be located in wetlands setback areas, although not in the actual wetlands. Emily noted that the current plan covers 6,000 sq ft of disturbed land, significantly below the 10% threshold.

Emily said that the exterior of the building would probably be a steel structure on a slab foundation, with no basement. She showed several examples of other recently built schools with very different façades. A lot can be done with windows and other elements to create the 'look' of a building. Brick and metal panel exteriors are similar in cost, about \$40/sq ft; the material of the façade itself is less important to the insulating R-value than the material behind it.

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Carlos also showed a sample life cycle cost analysis done for a different project. He noted that several factors can affect Energy Use Intensity (EUI), so that may not be the best measure of energy impact. He said that some systems don't work as well in larger buildings, or may require backup systems in case a portion needs to be taken down for maintenance. We can achieve our EUI goal of 28 with a geothermal system.

Carlos then provided a brief overview of electric and lighting systems. Sensors can keep lights and heat on while people are in a room. Having temperature controls in the classrooms can save money. Building dashboard systems can help to control usage; they can gradually raise temperatures and lower lights in the summer. For example a 25% reduction in light levels over a period of time would be essentially unnoticeable. Carlos showed some images of certified LEED or net zero buildings the firm had designed.

Carlos' presentation was intended to provide a broad overview. We are not ready to make decisions on these systems, but GGD will return once the design is further along to look at them in more detail.

6. Code and Accessibility Approach

Without going into detail, Emily said that the building will be completely code compliant. Peter Light suggested reaching out to the Special Education Parent Advisory Council (SEPAC) on issues of accessibility.

7. Public Relations Subcommittee

Mary Brolin said that, while the entire SBC will be involved with Public Relations, we need a PR subcommittee, and support for Adam Klein and Katie Raymond who are doing social media. Chuck noted that PR is an important element and will be on the agenda at every SBC meeting. Victoria Clifford offered to help with this, as did Peter Light. We will distribute building project flyers at the upcoming regular Town Meetings this spring. The School Committee's budget presentation will include a brief section on building project, although there are too many outstanding issues to make a full presentation at this time.

Simultaneous Special Town Meetings to vote on the building project are tentatively scheduled for Wednesday, November 13, 2019, with ballot votes the following week. To prepare for the STMs, we will need the support of a community advocacy organization. There are stringent rules governing the role of public employees in advocacy issues. At the April 10th SBC meeting, a representative of the Mass. Office of Campaign and Public Finance will conduct a training session on public organizations and advocacy. Mary will invite the School Committee, and possibly others, to attend as well.

Peter Berry suggested reaching out to the Asian community to learn how they achieved their large turnout at a recent TM for the marijuana issue. Mary asked anyone with ideas or connections to send them to her and she will work on planning and PR. Mary will also discuss options for community support with School Committee chair Diane Baum.

8. Bonding Subcommittee (of School Committee)

Peter Light said that there are a number of strategies when planning for a large bond issue. Some districts have used short term borrowing while projects are ongoing, then refinancing with a large bond issue; others have issued a series of smaller bonds allowing payments to ramp up and down over time. A small working group of the School Committee will be established to research various bond strategies so that we are prepared with a plan before we even get final project budget numbers. The working group will include representatives from the school district, as well as the management and Finance Committees of both towns

Mary Brolin said that the committee would have to provide guidance to the architects before they could design an exterior style. Emily said that, because the school would not be adjacent to historic buildings, we don't need to replicate or mesh with historic styles and could design a more modern building. Several members expressed a preference for a more traditional New England look and feel for the building:

- Katie Raymond suggested that the building could have a more traditional look in the front while being more open in the back overlooking the wetlands;
- Peter Berry said that the town's master plan would support a more traditional look, mirroring the historic construction styles of the town, rather than a very modern look. JD Head suggested reviewing the text of the master plan;
- Adam Klein had concerns about what the building would look like as it is approached. He would like a building that doesn't feel as large as it is, and thought that a very modern building on the road-front could be jarring to people driving up or passing by. Most of the neighboring houses have peaked roofs; is there a way to incorporate that element into this building and make it more New England-like?

Emily suggested looking at the buildings in the West Acton historic area and taking cues from those. We can play with some of the rear-facing areas to open them up to views of the wetlands. Committee members noted that in the examples shown the building materials, including the color of the brick, could make a big difference to the overall look. Emily said that we could look at ways to hide the size of the building as well as how much detail to include in the façade.

JD noted that the new Franklin, MA high school has a peaked roof, and that it has a look of a university campus. Emily showed photos of the Franklin high school building, which has a mix of materials, including brick and white-painted fiberglass, and significant window interest. Peter Light, who was involved with the construction of that school, said that Franklin had tried to bring elements of some of the major buildings in town into the design. Committee members were very positive about the look of this school; they were less drawn to images of the Penn Brook School in Georgetown, MA. Members suggested looking to public buildings in Acton and Boxborough, such as Acton's Town Hall, for reference. They defined the goal as contemporary with heavy historic reference. They also agreed that, to take advantage of the beautiful site behind the building, the front- and rear-facing sides of the building could look different.

Emily then showed some examples of interior spaces, including hallways, classrooms and eating spaces, some of which she described as 'layering spaces.' We can use benches and graphics to make hallways serve additional purposes, and can also put tables and seating in larger hallways and open spaces. One of the goals is to break down the scale of open spaces, including eating spaces. Marie Altieri said that the concept of interior windows, overlooking classroom and hallway spaces, would be discussed with teachers.

Carlos DeSousa, of Garcia, Galuska & DeSousa, consulting engineers, then gave an overview of heating, ventilation and air conditioning (HVAC) options. HVAC consumes about 40% of the energy use in a building. Two primary types are displacement systems and induction systems. Good displacement systems are very quiet and, although they require perimeter radiation heating and cooling, they don't need a lot of wall space. Induction systems are not used in classrooms as often but tend to be found in administrative and other areas. These can be quite energy efficient and quiet as well. Another type is a condensing boiler and chiller system, which can be designed to use geothermal energy. An advantage to geothermal is that all of the equipment is either inside the building or underground. An indoor system is preferable to a rooftop placement to prevent weather-related problems; in addition, indoor mechanicals open up the rooftop for solar panels.

9. A4LE NorthEast Conference Wednesday March 27 through Saturday March 30

The Association for Learning Environments (A4LE) is holding a conference March 27 – 30, with a variety of presentations, showcases and tours of selected schools. The district will reimburse anyone who wants to attend. Chuck said that the MSBA will also be holding some upcoming school tours and presentations.

10. Minuteman Site Visit

Mary Brolin offered to arrange a tour of Minuteman High School for anyone who was interested. The site includes a boardwalk as well as four bridges.

11. Invoice Approval

Committee members reviewed the February invoices from Arrowstreet and Skanska. Peter Berry moved, Amy Krishnamurthy seconded, Jason Cole abstained, and the committee unanimously approved the Arrowstreet invoice for services from January 26 – February 22, 2019 in the amount of \$38,000.00 and the Skanska invoice through February 10, 2019 in the amount of \$18,805.00.

12. Amy Krishnamurthy moved, Jason Cole seconded and the meeting was adjourned at 8:59pm.

Respectfully submitted,
Karen Coll

Documents Used:

Minutes of the February 27, 2019 SBC Meeting
Skanska Schedule of Meeting Topics and Votes Through July 10, 2019
Budget Tracker and Skanska/Arrowstreet Invoice Package

Next Building Committee Meetings (all in RJ Grey Library unless otherwise noted):

March 27
Apr 10
Apr 24 (meeting in Admin Building, Room 13)
May 8
May 29 (avoids consecutive SBC/SC meetings)
June 12
June 27



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

Negotiations Options for ABOSA and AFSCME

March 21, 2019

Negotiations Subcommittee

- Paul Murphy
- Amy Krishnamurthy
- Tessa McKinley

Met as a subcommittee to discuss the options for negotiating with the Acton Boxborough Office Support Association (ABOSA) and the American Federation of State, County and Municipal Employees (AFSCME). Subcommittee made a recommendation to the full School Committee.

ABRSD Employees by Employee Group (Number of Employees, not FTE)

	Number of Employees
Union Groups:	
Teachers (ABEA)	482
Custodians (AFSCME)	40
Office Support (ABOSA)	40
Non-Union Employee Groups:	
Administrators	37
Salaried Staff	42
Support Staff	352
Transportation	43
Totals	1,036

Cost of Living Adjustment (COLA) Increases by Unit

Contract COLA	FY17	FY18	FY19	FY20	FY21	Expires June 30	Steps Added to COLA	Total Increase FY20
ABEA	1.5%	1.5%	2.4%	1.8% + 1.1%*	0.7% + COLA	2020	2.5%	5.4%
ABOSA	1.75%	1.75%	1.75%	TBD	TBD	2019	1%	2.75%
AFSCME (Custodial)	1.75%	1.75%	1.75%	TBD	TBD	2019	1%	COLA + 1%
Support Staff	1.75%	1.75%	1.75%	1.75%	TBD	Non-Union	1%	COLA + 1%
Admin and Salaried	2.5%	2.5%	2.5%	2.5%	TBD	Non-Union	No Steps	2.5%

Consideration of Extending ABOSA and AFSCME

- Advantages to having the three contracts negotiated the same year
 - ABOSA and AFSCME only have 40 employees each. ABEA (Teachers) have 482.
 - Negotiating all three contracts the same year allows changes to be consistent across employee groups.
 - It is better to know if the largest group of employees has any changes to contractual language before negotiating with the two smallest groups.

Possible One Year Extension to ABOSA and AFSCME

Contract COLA	FY17	FY18	FY19	FY20	FY21	Expires June 30	Steps Added to COLA	Total Increase FY20
ABEA	1.5%	1.5%	2.4%	1.8% + 1.1%*	0.7% + COLA	2020	2.5%	5.4%
ABOSA	1.75%	1.75%	1.75%	TBD 1.75%	TBD	2019	1%	2.75%
AFSCME (Custodial)	1.75%	1.75%	1.75%	TBD 1.75%	TBD	2019	1%	2.75%
Support Staff	1.75%	1.75%	1.75%	1.75%	TBD	Non-Union	1%	2.75%
Admin and Salaried	2.5%	2.5%	2.5%	2.5%	TBD	Non-Union	No Steps	2.5%

Proposed Motion Language

Motion: To ratify a one year collective bargaining agreement between the Acton-Boxborough Regional School Committee and the Acton-Boxborough Office Support Association (ABOSA) with no changes to the contractual language from the current collective bargaining agreement and a 1.75% salary increase. The new contract will begin on July 1, 2019, and expire on July 1, 2020.

Motion: To ratify a one year collective bargaining agreement between the Acton-Boxborough Regional School Committee and the American Federation of State, County and Municipal Employees (AFSCME) AFL-CIO, state council 93, local 1703 with no changes to the contractual language from the current collective bargaining agreement and a 1.75% salary increase. The new contract will begin on July 1, 2019, and expire on July 1, 2020.

Article Index

* Article is on Consent Calendar

Article submitted by Citizens' Petition

<u>Article</u>	<u>Title</u>	<u>Page</u>
1	Choose Town Officers	34
2	Hear and Accept Reports	35
3	Budget Transfer.....	35
4	Town Operating Budget.....	35
5	Town Capital - Kelley's Corner Infrastructure Improvement Project.....	36
6	Town Capital – Sidewalks and Traffic Calming.....	38
7	Acton-Boxborough Regional School District Assessment	39
8	Acton-Boxborough Regional School District Capital Improvement Plan	39
9	Acton-Boxborough Regional School District – Authorize Regional Stabilization Fund.....	40
10	Minuteman Regional School District Assessment	40
11	Community Preservation Program – Direct Appropriations from Fund Balances.....	41
12	Transfer Real Property – 53 River Street.....	48
13	Disposition of Real Property – 348-364 Main Street.....	49
14	Land Acquisition or Lease – 19 & 21 Maple Street.....	51
15	# Land Acquisition – 257 Central Street, Northern Subdivided Parcel	52
16	Fund Collective Bargaining Agreements	53
17	* Demand Fees for Late Payments.....	54
18	* Commuter Lot & Station Maintenance	54
19	* Septage Disposal Enterprise Budget.....	55
20	* Transfer Station and Recycling Enterprise Budget.....	56
21	* Sewer Enterprise Budget.....	57
22	* Ambulance Enterprise Budget	58
23	* Transportation Enterprise Budget	59
24	* Revolving Fund Budgets.....	60
25	Accept Legislation – Agricultural Commission.....	61
26	Amend General Bylaws – Right to Farm.....	62
27	Amend General Bylaws – Chapter N, Demolition Delay	64
28	Amend General Bylaws – Public Way Permits	68
29	Amend Town Charter – Planning Board Membership.....	69
30	Amend Zoning Bylaw – Detached Accessory Apartments.....	70
31	# Amend Zoning Bylaw – Accessory Apartments.....	72
32	# Amend General Bylaws – Plastic Bag Reduction.....	73
33	# Non-Binding Resolution – Building Moratorium	75
34	# Non-Binding Resolution – Development Rate Limitation Bylaw	76
35	# Non-Binding Resolution – Land Clearing Limits	77
36	# Non-Binding Resolution – Limit Size of New Single Family Houses.....	78
37	# Non-Binding Resolution – Do Not Add Turning Lanes at Route 111 and Route 27.....	79
38	# Non-Binding Resolution – Register Intent to Purchase the KMart Parcels	80
39	* Amend General Bylaws – Stormwater Management Revisions	81
40	* Amend Zoning Bylaw – Stormwater	84
41	* Amend Zoning Map – 16 Knox Trail and 585 Main Street.....	87
42	* Amend Zoning Bylaw – Housekeeping Corrections.....	88
43	* Accept Street – Brabrook Road.....	90
44	* Accept Land Gift – 49 Piper Road.....	92
45	* Authorize Easements.....	93
46	* Highway Reimbursement Program (Chapter 90).....	93
47	* Insurance Proceeds.....	94
48	* Gifts or Grants.....	94

49	*	Federal and State Reimbursement Aid.....	95
50	*	Performance Bonds.....	95
51	*	Sale of Foreclosed Properties.....	96

Acton-Boxborough Regional School District Superintendent's Budget Message

Dear Acton and Boxborough Community Members,

It has been a pleasure to join the Acton-Boxborough community this year as your Superintendent of Schools. It is an honor and a privilege to lead a district that has made such a strong commitment to outstanding public schools. I feel fortunate to have a wonderfully diverse and supportive community, an incredibly talented teaching staff, and students and parents who are committed to developing well-balanced learners who will soon become our future leaders.

The proposed operating budget of \$90,982,111 represents an increase of 2.55% and continues to grow the District's programs for the benefit of our students. Assessments to each community represent increases of 2.09% for Acton and 1.51% for Boxborough.

The Budget went through multiple iterations during its development and was designed to achieve three major goals:

- I. Address necessary staffing issues in key areas:
 - A. Strategic additions that continue a multi-year plan already in place
 - B. Additions to support the implementation of the District's proposed Capital Plan
 - C. Staff necessary to meet the increasing needs of students supported through Individual Education Programs, specifically in the areas of Social-Emotional Learning

- II. Address issues of equity and access to school programs:
 - A. Inclusion of elementary school supplies in all elementary school budgets
 - B. Field trip assistance fund established at each elementary school to support students unable to access programs
 - C. Funding wrap-around services coordinator to help families access mental health and family supports
 - D. Funding programming with the Anti-Defamation League (ADL) to support anti bias programming for high school students.

- III. Developing and Implementing a long-range capital plan - see detailed information below.

There have been several favorable impacts on the development of the FY2020 Budget which have allowed the District to grow its programs. These include:

- For the second year in a row, the District has seen cost savings with regard to health insurance. The budgeted savings of \$500,000 represents a 3.0% decrease in health insurance rates as well as higher than anticipated migration of employees to the District's new high deductible plan.
- An increase of \$569,374 in regional transportation aid over FY2019 due to the reimbursement from buses added in FY2019 to support later start times and single tier elementary bussing.
- An increase of \$100,000 in investment income over FY2019 due to favorable interest rates.

The proposed budget aligns closely with the values and goals of the District and continues to grow programming for the benefit of our students. As this was my first year in the District, I would like to thank the Leadership Team, Budget Subcommittee and the entire School Committee for their diligent work and help in preparing this budget. The time and energy expended in the development of the budget is significant, and I am grateful for all of their assistance. I also want to thank the finance committees, municipal staff and community members from both Acton and Boxborough for their continued support of our schools.

Sincerely,

Peter Light

Acton-Boxborough Regional School District Capital Planning Update

Superintendent of Schools Capital Planning Update:

I am pleased to present a long-range Capital Improvement Plan (CIP) for the Acton-Boxborough Regional School District. The plan, which totals approximately \$21M and spans thirteen years, was developed collaboratively through the work of the Acton-Boxborough Regional School Committee's Capital Subcommittee. Membership on the Capital Subcommittee was comprised of representatives from the School Committee, Finance Committees from each town, and district administration.

The CIP is the culmination of work that began in 2015 when the District commissioned an architectural firm, Dore & Whittier, to conduct a Master Plan Study of all of its facilities. The report was published in 2016 and since that time, the District has engaged in multiple activities to implement the recommendations. Highlights of these include:

- In 2016, the District initiated a school building project in conjunction with the Massachusetts School Building Authority (MSBA) for the C.T. Douglas and Paul Gates Elementary Schools
- From 2016 until 2019, the District increased its operating budget allocation for capital needs consistently from \$155K (FY2015) to \$1M (FY2019)
- From 2017 until 2019, The District completed many high priority projects that were identified in the Dore & Whittier report
- In 2018, the District initiated development of a mid-range Capital Plan to identify and complete projects identified as necessary in the Dore & Whittier report
- In 2019, the District formed a Capital Subcommittee in order to finalize the Capital Improvement Plan (CIP) and develop a funding strategy in order to execute the plan

The Capital Subcommittee identified three key strategies that are designed to work in concert with each other, and are needed to execute the CIP. These strategies included:

1. The development of a Project Scope and Sequence
2. The development of a funding strategy that included future increases to the District's operating budget for capital as well as a proposed bond to allow the District to complete high priority work
3. A proposal to establish a Capital Stabilization Account that will allow the District to plan for its future capital needs and protect against unforeseen circumstances related to its facilities

An overview of each strategy is provided below:

1. Development of a Project Scope and Sequence

The District contracted with Skanska Associates to assist the Capital Subcommittee in analyzing the original Dore & Whittier report in order to develop a list of capital projects for inclusion in the Capital Plan. Based on work previously completed by the District, the committee removed the Douglas, Gates and Conant Schools from inclusion in the Capital Plan as these school buildings were under consideration for the MSBA Project. Additionally, projects for the maintenance shed were excluded from this analysis until a long-term plan for the use of this building can be developed. Similarly, only the highest priority projects for the Administration Building have been included until there is a long-term plan for the use of this building.

After removing all work from the Dore & Whittier Report that was related to the buildings noted above, Skanska continued to analyze the list of identified projects and found that many of them fell into five categories which were then removed from the plan:

- Projects identified as duplications or redundancies of other items listed in the report
- Projects with an undefined scope

- Projects that had been completed by the District since the original report
- Projects that have or will be completed through the District’s Preventative Maintenance Plan
- Projects identified as “wish list” items that are unnecessary

The final analysis resulted in a list of projects that totaled approximately \$21M which are now included in the Capital Improvement Plan. Once projects were identified for inclusion in the plan, Skanska and our Operations Department worked to develop these projects into a sequence that could be executed efficiently over the life of the plan.

2. Overview of the Proposal to Bond

The District is proposing to borrow \$7.5M in order to execute this plan. Repayment of the bond will be within the District’s operating budget as proposed and does not require a debt exclusion.

The operating budget allocations for the duration of the plan will be increased as noted above so that there will be sufficient funds available on an annual basis to continue projects identified in the plan during the years the District is repaying debt.

Approval of the bond will require a 2/3 majority vote at the Annual Town Meetings of each town.

3. Capital Stabilization Account

Even with careful planning and execution of projects over multiple years whenever possible, there are projects whose costs will substantially exceed the District’s funding ability within a given fiscal year. Additionally, it is important for the District to have a strategy to protect itself from liability should a major, unanticipated capital expense be identified requiring immediate repair.

In order to plan for both of these scenarios, the Capital Subcommittee proposed that the District establish a Capital Stabilization Fund. The establishment of such a fund would allow the District to save for both future anticipated and unanticipated costs relating to capital.

Approval to Establish the Capital Stabilization Account requires a majority vote of both towns at their respective Annual Town Meetings.

Use of the Capital Stabilization Account requires a 2/3 vote of the Regional School Committee.

Because it is early to accurately predict the budget surplus for FY2019, the Administration is recommending that the District consider a budget amendment in May or June of 2019 to transfer money from E&D into this stabilization fund.

After initially funding the Stabilization Account, we foresee several possible strategies to continue to fund this account:

- Planned operating budget allocations to Stabilization that will allow the District to save funds for future projects identified in the plan
- Revenues from facilities rentals that can be used to offset future repairs and upgrades to these facilities (ex. fields, auditoriums)
- Year-end budget amendments that may be proposed due to:
 - Reimbursements received from MSBA Accelerated Repair Projects or other grants for capital projects
 - Surplus savings from capital projects completed under budget during the fiscal year
 - Other budget surpluses that provide an opportunity to accelerate the Capital Plan

This Capital Plan and funding strategy is the result of five years of work by many individuals and organizations within the District and the towns. We believe that this plan is a substantial step forward for the District in ensuring that our students have access to safe and effective learning environments.

Article 7 Acton-Boxborough Regional School District Assessment
(Majority vote)

To see if the Town will raise and appropriate, transfer and/or appropriate from available funds, the sum of \$61,235,254, consisting of a capital assessment of \$2,726,396 and an operating assessment of \$58,508,858, to defray the necessary expenses of the Acton-Boxborough Regional School District, or take any other action relative thereto.

Summary

This Article requests funds for the Acton-Boxborough Regional School District Assessment. This assessment, voted by the Acton-Boxborough Regional District School Committee, is governed by the terms of the Acton-Boxborough Regional School District Agreement. The capital portion of the assessment covers the District’s budgets for debt service and capital outlays; the operating assessment covers personnel and all non-capital operating costs.

Direct inquiries to: Peter J. Light, Superintendent: plight@abschools.org / (978) 264-4700
Selectman assigned: Katie Green: bos@actonma.gov / (978) 929-6611

Recommendations: **Board of Selectmen** **Finance Committee**
 Recommended **Recommended**

Article 8 Acton-Boxborough Regional School District Capital Improvement Plan
(Two-thirds vote)

To see if the Town will vote to approve of authorizing the Treasurer of the Regional School District to borrow the sum of \$7,500,000 for the purpose of paying construction, installation and all other associated costs of providing the capital improvements identified hereof in the Regional School District’s Capital Improvement Plan, or take any other action relative thereto.

Summary

This Article requests approval, by two-thirds votes of both members’ town meetings in accordance with Section 9 of the Acton-Boxborough Regional School District Agreement, of the Regional School District’s authorization of its Treasurer to borrow the above sum to fund its Capital Improvement Plan (CIP) as presented publicly by the Superintendent of Schools.

Direct inquiries to: Peter J. Light, Superintendent: plight@abschools.org / (978) 264-4700
Selectman assigned: Katie Green: bos@actonma.gov / (978) 929-6611

Recommendations: **Board of Selectmen** **Finance Committee**
 Recommended **Recommended**

Article 9 **Acton-Boxborough Regional School District – Authorize Regional Stabilization Fund**
(Majority vote)

To see if the Town will approve the establishment of a Capital Stabilization Fund by the Acton-Boxborough Regional School District in accordance with the provisions of Chapter 71, Section 16G½ of the Massachusetts General Laws, as amended, for the purpose of providing funding for the District’s future capital needs in conjunction with its Capital Improvement Plan, or to take any other action relative thereto.

Summary

This article would allow the School District to establish a Stabilization Fund for funding future capital needs of the District, as presented publicly by the Superintendent of Schools. Both member towns must approve the establishment of the Fund before it can be implemented.

Money in the Fund may be invested and the interest earned becomes a part of the Fund. The Fund may be appropriated by vote of two-thirds of all of the members of the Regional School Committee for any capital purpose or other purpose as approved by the Commissioner of Elementary and Secondary Education.

Direct inquiries to: Peter J. Light, Superintendent: plight@abschools.org / (978) 264-4700
Selectman assigned: Katie Green: bos@actonma.gov / (978) 929-6611

Recommendations: **Board of Selectmen** **Finance Committee**
 Recommended **Recommended**

Article 10 **Minuteman Regional School District Assessment**
(Majority vote)

To see if the Town will raise and appropriate, transfer and/or appropriate from available funds, the sum of \$1,455,682 to defray the necessary expenses of the Minuteman Regional Vocational Technical School District, or take any other action relative thereto.

Summary

This Article requests funds for the Minuteman Regional Vocational Technical School District Assessment. This assessment, voted by the Minuteman School Committee, is governed by the terms of the Minuteman Regional School District Agreement.

Direct inquiries to: Dr. Edward A. Bouquillon, Superintendent
ebouquillon@minuteman.org / (781) 861-6500
Selectman assigned: Janet K. Adachi: bos@actonma.gov / (978) 929-6611

Recommendations: **Board of Selectmen** **Finance Committee**
 Recommended **Recommended**

Want to go to Acton Town Meeting but can't find a sitter?

Bring your school-aged children with you for a:

Kid-friendly Movie Night

while you attend Acton town meeting!

Monday (4/1) and Tuesday (4/2)

6:30-9:00pm

Chorus Room at Acton-Boxborough Regional High School

we will be showing two recently-released
animated movies!



- A release waiver will be required for each child which will be emailed to you when you reserve your spot.
- School-aged children can be dropped off starting at 6:30 pm before heading down the hall to attend Town Meeting. Pick up is promptly at 9 PM.
- The children will be chaperoned by adult volunteers (all CORI checked) including school district members and parents. In addition, high school volunteers will be on hand to help out.
- Other activities will also be available for the children's use in the chorus room.
- Food will not be served but children are welcome to bring a water bottle with them.
- Bring a blanket for cozy movie viewing!

Please RSVP to Kristina Rychlik (krychlik@mac.com) by Sunday, March 31 at 9:00pm indicating the night(s) and spot(s) needed.

File: JFABA

NONRESIDENT TUITION CHARGES

Eligibility for enrollment in the Acton-Boxborough Regional School Districts (ABRSD) is governed by Massachusetts General Laws (MGL), Chapter 76. Except as provided for in collective bargaining agreements, the School Choice Law, the McKinney- Vento Homeless Assistance Act, the Admission of Exchange Students Policy JFABB, or as set forth in this policy, the ~~Acton-Boxborough Regional Schools~~ district will only admit students who reside in the towns of Acton or Boxborough.

~~Residence-y is generally defined as sleeping in the town of Acton or Boxborough (in a residence also occupied by the student's parent or legal guardian) for at least four (4) nights per week. Families enrolling students will be required to show proof of residency. Students enrolled in the Acton-Boxborough Regional Schools are required to maintain residency and may be asked for verification of residency. Students who are no longer residents will be asked to withdraw from the School District defined in Policy JF Residency and Student Enrollment.~~

The Superintendent may ~~make arrangements enter into a contract~~ with a neighboring community for an Acton or Boxborough student to attend school in that community or for a student from another community to attend school in ~~Acton-Boxborough~~ ABRSD providing the student ~~requires qualifies for~~ special education services pursuant to Mass Gen Laws chapter 71B (Chapter 766) and/or related federal laws. Upon the recommendation of the Superintendent, ~~t~~The School Committee shall set the tuition rate for ~~tuition for~~ special education programs that may accept non-resident students from outside the district each year in the spring whenever the rate changes upon the recommendation of the Superintendent. The tuition ~~set rate~~ for special education programs shall be based on the actual costs of the specific special education program.

If any other students from outside Acton or Boxborough wish to enroll on a tuition basis, the School Committee must approve such application. The School Committee, at its sole discretion, will approve such application only if space and resources are available. In the event the School Committee chooses to accept tuitioned students, ~~t~~The Committee shall set the rate for tuition ~~each year in the spring~~ upon the recommendation of the Superintendent. The tuition set pursuant to this policy shall be the average expense per pupil (including in such average both regular education costs and special education costs) for the Acton-Boxborough Regional School District.

Legal References:

~~MGL~~ass. Gen.Laws, c. 76, s 6

~~MGL~~ass. Gen.Laws, c. 76, s 12

~~MGL~~ ass. Gen.Laws, c. 76, s 12A

~~Mass.~~

~~MGL~~Gen.Laws, c. 76, s 12B ~~Mass.~~

~~Acton-Public and~~ Acton-Boxborough Regional School District

MGL Gen. Laws, c. 71, s 6A

~~Subtitle B of Title VII of the McKinney-Vento Homeless Assistance Act (Title X, Part C, of the No Child Left Behind Act)~~



RECEIVED
Posted MAR 15 2019
8:55 AM
TOWN CLERK
TOWN OF BOXBOROUGH

**Boxborough Leadership Forum (BLF)
Sargent Memorial Library Conference Room
427 Massachusetts Ave, Boxborough, MA 01719**

**Tuesday, March 19, 2019 at 7 PM
Agenda**

AGENDA:

1. Call to Order (AB Regional School Committee)
2. Introductions (for any new members who may be in attendance)
3. Review and accept minutes of February 19, 2019
4. Select Board updates
5. AB Regional School Committee updates
6. Finance Committee updates
7. Library updates
8. Planning Board updates
9. FY2020 budget updates
10. Warrant (Town Meeting) updates
11. Other business
12. Next meeting date – Pre Town Meeting Meeting, April 23, 2019
13. Adjourn

Boxborough Leadership Forum is comprised of members of the Select Board, Finance Committee, Library Board of Trustees, Planning Board and AB School Committee – a quorum of these respective boards may be present for this meeting.

TOWN OF ACTON
2019 ELECTION CALENDAR

Annual Town Election is Tuesday, March 26, 2019

Annual Town Meeting is Monday, April 1, 2019

Last day to obtain nomination papers February 1, 2019

Last day to file nomination papers with Board of Registrars February 5, 2019

Last day to object / withdraw February 21, 2019

Last day to register voters March 6, 2019

Last day to post town warrant March 12, 2019

TOWN OFFICIALS TO BE ELECTED IN 2019 - TERM OF OFFICE

Moderator

1 Member - 1 year term

Acton Board of Selectmen

2 Members - 3 year term

School Committee

2 Members - 3 year term

Trustees Memorial Library

1 Member - 3 year term

Water Supply District of Acton

1 Commissioner - 3 year term

TRUSTEES - TO BE ELECTED AT ANNUAL TOWN MEETING
MUST BE NOMINATED AT TOWN MEETING

Temporary Moderator

1 Member - 1 year term

Trustees, West Acton Citizen's Library

1 Member - 3 year term

Trustees, Charlotte Goodnow Fund

3 Members - 3 year term

Trustees, Elizabeth White Fund

1 Member - 3 year term

Trustees, New Fireman's Relief Fund Acton

1 Member - 3 year term



BOXBOROUGH TOWN CLERK
29 Middle Road, Boxborough, Massachusetts 01719
Phone: (978) 264-1727 · Fax: (978) 264-3127
emarkiewicz@boxborough-ma.gov

Boxborough 2019 Election Calendar

Currently there is only one election planned for 2019—the annual town election.

Annual Town Meeting: Monday, May 13

Annual Town Election: Monday, May 21

January 14: Nomination papers for town offices available in the Town Clerk's office. The following offices will be on the ballot:

- **Select Board**, 3-year term, 1 seat
- **Board of Health**, 3-year term, 1 seat
- **Library Trustees**, 3-year term, 2 seats
- **Planning Board**, 3-year term, 2 seats
- **Planning Board**, 1-year term, 1 seat
- **School Committee**, 3-year term, 1 seat
- **Constable**, 3-year term, 1 seat
- **Moderator**, 1-year term, 1 seat
- **Town Clerk**, 3-year term, 1 seat

April 2: Last day to file nomination papers with the Board of Registers/Town Clerk in order to be on the ballot for the May 21 Annual Town Election. Papers are due in the Town Clerk's office by 5:00pm. A minimum of 25 signatures is required.

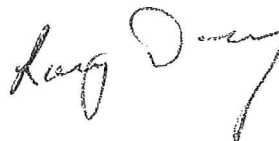
April 23: Last day to register to vote in order to be eligible to vote at Annual Town Meeting and the Annual Town Election. The Town Clerk's office will be open from 9:00am-8:00pm on that day.

May 13: Annual Town Meeting begins at 7:00pm at the Blanchard Memorial School gym.

May 21: Annual Town Election. Polls open at Boxborough Town Hall from 7:00am – 8:00pm.

Memorandum

To: Peter Light
From: Larry Dorey
Date: 3-6-19
Re: PTSO Grant to ABRHS



Please present to the School Committee this grant received from AB PTSO:

ABRHS Recipient	Donor	Amount
ABRHS – grant for World Language Week – Cultural Musical Entertainment	ABR – PTSO	\$400

***Acton-Boxborough Regional School Committee
Resolution to Support the Kelley's Corner Infrastructure Project***

- Whereas:** Acton-Boxborough Regional School Committee policy recognizes that the education of students depends upon many factors including safe physical environments (Policy EC); and
- Whereas:** Safe physical environments include not only school buildings and the land on which schools are located but also the areas proximal to them including the access point leading to and from these areas; and
- Whereas:** Current traffic congestion in Kelley's Corner poses daily challenges for vehicular and pedestrian commuters to and from our schools along Charter Road (including buses), and the lack of continuous and safe sidewalks and bicycle lanes pose daily safety risks for student pedestrians and cyclists; and
- Whereas:** The Acton-Boxborough Regional School Committee values a coordinated approach to safety between the district and the towns; now therefore be it
- Resolved:** that the Acton-Boxborough Regional School Committee supports the Kelley's Corner Infrastructure Project for its integration of land use and transportation in a cohesive way that considers the safety, growth and beautification of the physical environments proximal to our school community; and therefore be it
- Further Resolved:** that it is our belief that improvements to the roadways, sidewalks and crosswalks identified in the Kelley's Corner Infrastructure Project will positively impact the safety and wellness of our students.

Voted: Unanimously
Date: March 7, 2019
By the: Acton-Boxborough Regional School Committee

Acton-Boxborough Regional School District

SCHOOL CALENDAR, 2019-2020

Bold BOXED Dates = No School Days / ELEMENTARY EARLY DISMISSAL IS EVERY THURSDAY AFTERNOON

Sept.	M	T	W	T	F
26	27	28	29	30	
<u>2</u>	3	4	5	6	
9	10	11	12	13	
16	17	18	19	20	
23	24	25	26	27	
<u>30</u>					

Teachers' meetings – Aug 26 & 27
 Schools Open – Aug 28
 No School – Fri, Aug 30
 Labor Day – Sept 2
 Rosh Hashanah – Sept 30
 School Days - 21

Jan.	M	T	W	T	F
<u>30</u>	<u>31</u>	<u>1</u>	2	3	
6	7	8	9	10	
13	14	15	16	17	
<u>20</u>	21	22	23	24	
27	28	29	30	31	

Schools Open - Jan 2
 JH Early Release – Jan 10
 Martin Luther King Day - Jan 20
 School Days - 21

Oct.	M	T	W	T	F
		1	2	3	4
7	8	<u>9</u>	10	11	
<u>14</u>	15	16	17	18	
21	22	23	24	25	
28	29	30	31		

Yom Kippur - Oct 9
 Columbus Day – Oct 14
 **7-12 Early Release for Prof L. – Oct 3
 School Days – 21

Feb.	M	T	W	T	F
3	4	5	6	7	
10	11	12	13	14	
<u>17</u>	<u>18</u>	<u>19</u>	<u>20</u>	<u>21</u>	
24	25	26	27	28	

**7-12 Early Release for Prof L. – Feb 6
 Presidents' Day - Feb 17
 Winter Recess - Feb 17-21
 School Days – 15

Nov.	M	T	W	T	F
					1
4	<u>5</u>	6	7	8	
<u>11</u>	12	13	14	15	
18	19	20	21	22	
25	26	27	<u>28</u>	<u>29</u>	

Professional Day – Nov 5
 HS Early Release – Nov 8
 Veterans Day – Nov 11
 Early Release Day – Nov 27
 Thanksgiving Recess – Nov 28 & 29
 School Days - 17

Mar.	M	T	W	T	F
2	3	4	5	6	
9	10	11	12	13	
16	17	18	19	20	
23	24	25	26	27	
30	31				

HS Late Start **only for students NOT taking MCAS** – to be determined
 HS Early Release – Mar 19
 School Days - 22

Dec.	M	T	W	T	F
2	3	4	5	6	
9	10	11	12	13	
16	17	18	19	20	
<u>23</u>	<u>24</u>	<u>25</u>	<u>26</u>	<u>27</u>	

Jr High Early Release Confs– Dec 12 & 17
 Winter Recess - Dec. 23 – Jan 1
 School Days - 15

Apr.	M	T	W	T	F
			1	2	3
6	7	8	9	<u>10</u>	
13	14	15	16	17	
<u>20</u>	<u>21</u>	<u>22</u>	<u>23</u>	<u>24</u>	
27	28	29	30		

Good Friday – Apr 10
 Patriots Day – Apr 20
 Spring Recess - Apr 20-24
 **7-12 Early Release for Prof L. – Apr 2
 School Days - 16

Some major religious and cultural holidays are found on page 2 and underlined here.

** Professional Learning for JH/HS Staff - Early Dismissal, date to be determined

No School and Delayed Opening Announcements air on TV Channels 4, 5 and 7 and radio stations WBZ and WEIM. See postings at <http://abschools.org>
 Acton Town Meeting begins April 6, 2020. Boxborough Meeting begins May 11, 2020.

Acton-Boxborough Regional School Committee Meetings are usually held twice a month. See <http://www.abschools.org/school-committee> for more information.

May	M	T	W	T	F
					1
4	5	6	7	8	
11	12	13	14	15	
18	19	20	21	22	
<u>25</u>	26	27	28	29	

HS Late Start **only for students NOT taking MCAS**- to be determined
 Memorial Day - May 25
 School Days - 20

June	M	T	W	T	F
1	2	3	4	5	
8	9	10	11	12	
15	16	17	18	19	
22	23	24	25	26	
29	30				

Graduation – June 5
 Last day/Early Release– June 16 (180 days)
 Last day if 5 snow days– June 23 (185 days)
 *School could be extended to June 30 if >5 days
 School Days – 12
Total Days = 180

Acton-Boxborough Regional School District
SCHOOL CALENDAR, 2019-2020

Major Religious and Cultural Holidays

(some are school days, some are not)

August 10 -11	Eid al-Adha
September 30 - Oct 1	Rosh Hashanah
October 9	Yom Kippur
October 27	Diwali
December 22 - 30	Chanuka
December 25	Christmas
December 26 - Jan 1	Kwanzaa
January 25	Lunar New Year
April 10	Good Friday
April 8 - 16	Passover
April 12	Easter
April 23 – May 23	Ramadan
May 24	Eid al-Fitr

The observance of both Jewish and Muslim holidays begins at sundown of the preceding day. Please see policy IMD (School Ceremonies and Religious Holiday Observances) and policy ACD (Acknowledging Religious Holidays) on the school website for more information at: <http://www.abschools.org/school-committee/policies>

2019 - 2020 School Start Times

Carol Huebner Early Childhood Programs:

Monday – Thursday
Morning Session 8:30 – 11:15 am
Afternoon Session 12:15 – 3:00 pm
All-Day Session 8:30 am – 3:00 pm

All Elementary Schools:

8:50 am – 3:20 pm
Thursdays 12:50 pm dismissal

Secondary Schools:

AB Regional High School 8:07 am – 2:47 pm
High School early dismissal 11:06 am

R.J. Grey Junior High School 8:00 am – 2:36 pm
Junior High early dismissal 11:18 am

Direct School Phone Numbers:

Blanchard: 978-263-4569
Conant: 978-266-2550
Douglas: 978-266-2560
Gates: 978-266-2570
McCarthy-Towne: 978-264-3377
Merriam: 978-264-3371
All Other Schools: 978-264-4700

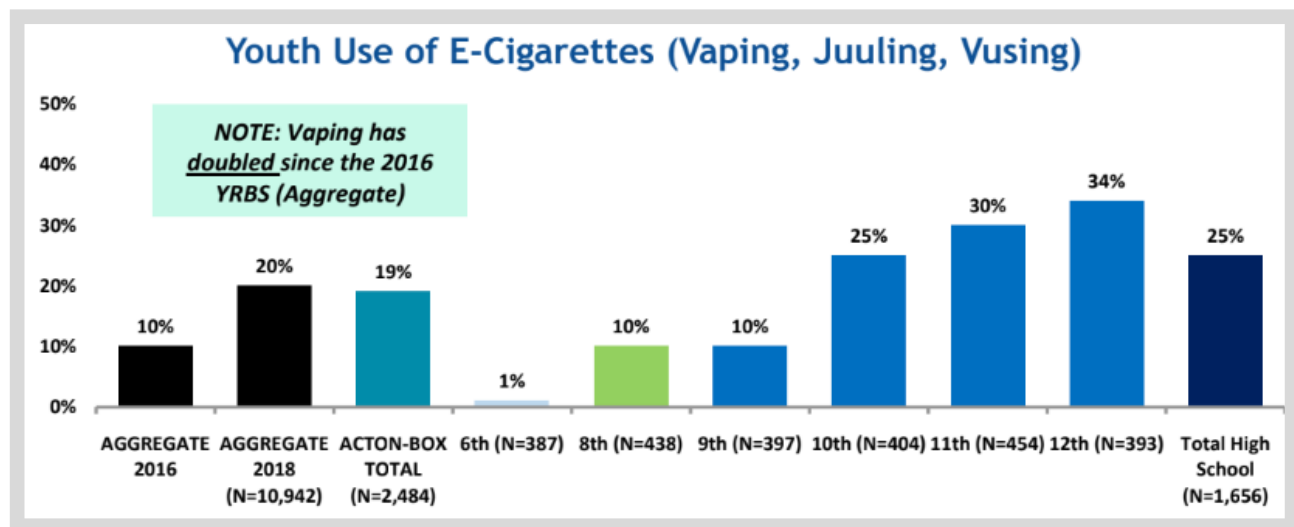
THE NEW LOOK OF NICOTINE ADDICTION

with Mary Cole, MPH, CHES

Greater Boston Tobacco-Free Community Partnership

April 30, 2019 | 7pm | RJ Grey Auditorium

- Learn more about what e-cigarette and vape products are
- Why they are harmful
- How the tobacco and vaping industry are targeting our kids
- How to protect our kids from this latest trend



Data from 2018 Acton-Boxborough Regional School District YRBS Report

Email info@dannys-place.org with questions

