



Acton-Boxborough Regional
School Committee Meeting

October 15, 2015

7:00 p.m.

at the R.J. Grey Junior High Library

ACTON-BOXBOROUGH REGIONAL SCHOOL COMMITTEE (ABRSC) MEETING

Library
R.J. Grey Junior High School

October 15, 2015
7:00 p.m.

AGENDA

1. **Call to Order** (7:00)
2. **Chairman's Introduction**
 - 2.1. Welcome to ABRHS School Committee Representatives
3. **Statement of Warrant and Approval of Minutes**
 - 3.1. Minutes of Meeting on 10/1/15 (*next meeting*)
4. **Public Participation** (7:05)
5. **Special Education Parents Advisory Council (SpEd PAC) Presentation** – *Amanda Bailey, Bill Guthlein (addendum)* (7:10)
6. **MASC District Governance Program Update** – *Kristina Rychlik* (7:25)
 - 6.1. ABRSC 2015 - 2016 Operating Protocols
 - 6.2. ABRSD Mission, Values and Long Range Strategic Plan:
<http://www.abschools.org/district/mission-and-values>
 - 6.3. Superintendent's FY16 Goals
7. **Budget Update** – *Clare Jeannotte* (7:30)
 - 7.1. FY15 End of Year Update (*addendum*)
8. **Recommendation to Authorize ABRSD Treasurer to Borrow** – **VOTE** – *Clare Jeannotte*
9. **FY18 School Vacation Discussion – Next Steps** – *Kristina Rychlik (addendum)*
10. **Subcommittee Reports** (oral)
 - 10.1. Budget – *Kristina Rychlik (10/14/15)*
 - 10.2. Outreach – *Katie Neville (10/14/15)*
 - 10.3. Regionalization Financial Oversight Committee (10/6/15) – *Mary Brolin*
 - 10.4. Demographic Study Update – *Kristina Rychlik*
 - 10.5. Legislative – Paul Murphy
 - 10.5.1. Draft Letter from ABRSC re Standardized Testing (*addendum*)
11. **School Committee Member Reports**
 - 11.1. Acton Leadership Group (ALG) – *Kristina Rychlik, Paul Murphy*
 - 11.2. Boxborough Leadership Forum (BLF) – *Maria Neyland*
 - 11.3. Health Insurance Trust (HIT)– *Mary Brolin*
 - 11.4. Acton Finance Committee – *Kristina Rychlik, Deanne O'Sullivan*
 - 11.5. Acton Board of Selectmen – *Mike Coppolino, Paul Murphy*
 - 11.6. Boxborough Finance Committee- *Mary Brolin*

- 11.7. Boxborough Board of Selectmen – *Maria Neyland, Brigid Bieber*
- 11.8. Minuteman Tech Update – *Diane Baum*
- 11.9. PTO/PTSO/PTF Co-Chairs– *Deanne O’Sullivan*

12. **Acton Special Town Meeting re Citizens’ Petition (11/10/15)** – *Kristina Rychlik*

13. **FY16 No School/Delayed Opening/Emergency Release Procedures** – *Glenn Brand*

14. **Superintendent’s Report** – *Glenn Brand (oral)*

- 14.1. School Capital and Space Planning Subcommittee Update
- 14.2. Superintendent’s Safety Task Force
- 14.3. Superintendent’s Wellness Committee

15. **FOR YOUR INFORMATION**

- 15.1. ABRHS Discipline Report for September
- 15.2. RJGJHS Discipline Report for September (*addendum*)
- 15.3. Pupil Services
 - 15.3.1. English Language Learners (ELL) Student Population by School, *10/1/15*
- 15.4. School Council Orientation Meeting slides, *10/5/15*
- 15.5. Family Learning Series: *PreK – 2 Early Literacy Learning*, Matt Glover, Oct 29 at 7:00 p.m. in the R.J. Grey Jr High Auditorium
- 15.6. Youth Risk Behavior Survey Presentation, Oct 21 at 7:00 p.m. Location: TBD
Results of 2014 Survey & Discussion of upcoming Spring 2016 Survey

16. **Adjourn**

NEXT MEETINGS:

Oct 22	ABRSC Governance Workshop	7:00 p.m. in Jr High Library
Oct 27	Three Board Meeting	7:00 p.m. in Acton Town Hall Room 204
Nov 5	ABRSC Meeting	7:00 p.m. in Jr High Library
Nov 19	ABRSC Meeting	7:00 p.m. in Jr High Library



2015-2016 Goals & Preliminary Report Findings

FALL PRESENTATION TO THE
ACTON-BOXBOROUGH REGIONAL SCHOOL COMMITTEE

AB SpEd PAC Mission

*To ensure understanding, respect, support
and the appropriate education of all children in our community.*

Our duties under state law include:

“advising the district on matters that pertain to the education and safety of students with disabilities and meeting regularly with school officials to participate in the planning, development and evaluation of the school district’s special education programs.”

- Provide a network for parents; forum for sharing and discussing interests and concerns
- Maintain dialogue with broader community
- Collaborate with school community to improve student outcomes
- Promote and enhance communication between families and administrators

2015-2016 Goals

- Federation for Children with Special Needs Advancing Parent Professional Leadership in Education (APPLE) Plan Follow Up
- Broaden Diversity & Expand Outreach
- Update Resources on PAC Site
- Update *Special Education Parent Handbook*
- Publish 2015 Parent/Guardian Survey Report, Population Trends Update, and MCAS Analysis

APPLE Follow Up – Year One



Two-year team vision:

- 1) Improve student outcomes as a result of joint efforts
- 2) Increase participation of parents in the SpEd PAC
 - Increase availability of resources to parents
 - Broaden diversity within the parent group
- 3) Define and agree upon roles and expectations of the PAC and Pupil Services
- 4) Authentic collaboration

Broaden Diversity & Expand Outreach

- Ongoing emphasis for the PAC and includes cultural and disability diversity
- Stated objective from administration and PAC leadership at the APPLE Institute
- Work with the Federation for Children with Special Needs the AB ELL community to establish which texts would be helpful to have in translation and in which languages
- Understand people may not be comfortable attending meetings and make ourselves available in other, informal ways – coffee hour, attending events
- Continue to promote and host events covering information on broad interests in special education like the Massachusetts ARC transition (ages 14-22) conference
- Build on information obtained from survey to target community interests and needs

Update Handbook & Site Resources

- Update *Special Education Parent Handbook* last published December 2011
- Needs to reflect regionalization, new leadership structure, and include updated program descriptions for all schools
- Site is comprehensive and is often used as a template for other PACs
- Updated on ongoing basis, but resource pages and recommendations need to be reviewed and information confirmed
- Soliciting community for input

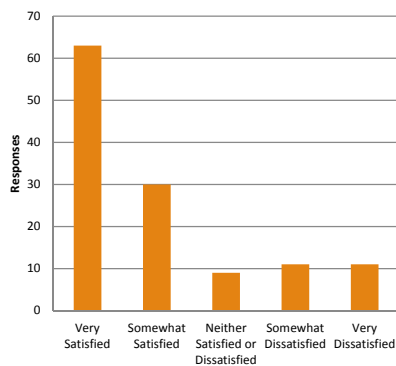
Hosting FCSN Basic Rights Workshop November 2nd with
Pupil Services, Sudbury and Maynard SEPACs

2015 Parent/Guardian Survey

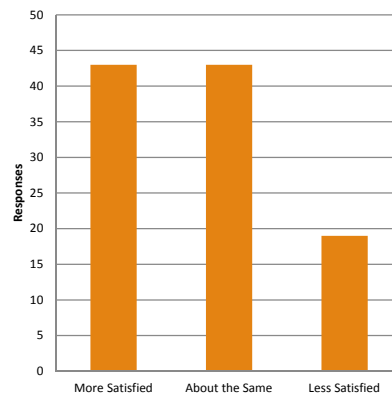
- Previous surveys were conducted in 2008 and 2011 (reports available on PAC website).
- The 2015 survey consisted of 49 questions, of which 38 mirrored the 2011 survey and 27 mirrored the 2008 survey. This allows us to compare responses over time.
- The response rate this year increased to 112 parents representing 144 special education students. This number represents more than 14% of the students with special education needs in the district.
- We are looking at ways to reduce the number of questions in future surveys and how to continue to increase participation.
- Positive trend continues from 2011 and 2008. Additional details will follow in the published report.

Families are Satisfied Overall

How satisfied are you with the special education services your child is receiving?



Are you more or less satisfied this year than last year?



2004-2014 Population Trends Recap

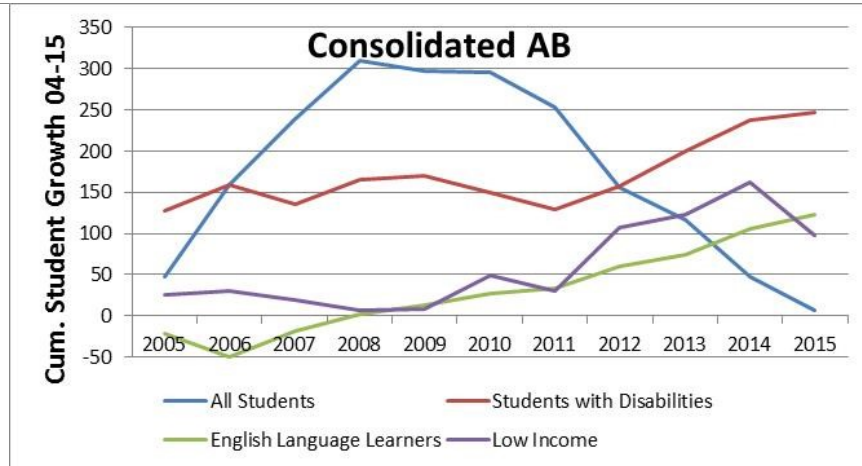
- The number of Students with Disabilities (SwD) is increasing as the overall student population is decreasing.
- The distribution of primary disabilities is changing to include more students with significant learning needs.
- The number of students on the autism spectrum is rapidly increasing.
- The number of English Language Learners (ELL) and Low Income (LI)* students is dramatically increasing.
- State subsidies will be declining as overall student enrollment declines.
- Students in the High Needs group (SwD, ELL & LI*) cost significantly more to educate than typical students, so per pupil expenditures will increase.

*Low Income redefined by DESE and now called Economically Disadvantaged

2015 Population Trends Updates

- The state has redefined the Low Income subcategory and changed the name to Economically Disadvantaged. This redefinition resulted in a decrease in the number of students in this category for our district.
- The most important takeaway is that in FY 2015 the number of Students with Disabilities (SwD), English Language Learners (ELL), and the aggregate High Needs population grew while the overall student population declined.
- The total population declined by 128 while the number of High Needs students grew by 68 compared to the prior year.
- The PAC's full updated analysis will use the same comparison districts we used in 2014. We are aware of the district's new comparable district list and will bear that in mind moving forward. Concord, Concord-Carlisle, and Westford appear in the PAC's previous analysis and on the new comparable district list.

2004-2015 Student Population Trends



MCAS: 7th Grade ELA Growth

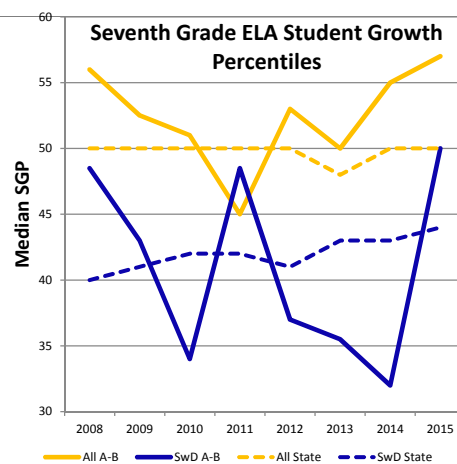
Note: As the state continues to prioritize and track Student Growth Percentile for subgroups, including Students with Disabilities, the PAC will continue to conduct its annual analysis.

SwD SGP gained 18 points to 50, its highest ever

SwD SGP is 29th of 88 districts

Possible that SwD-accelerated growth drove All Student increase

Congratulations to all on student improvement.



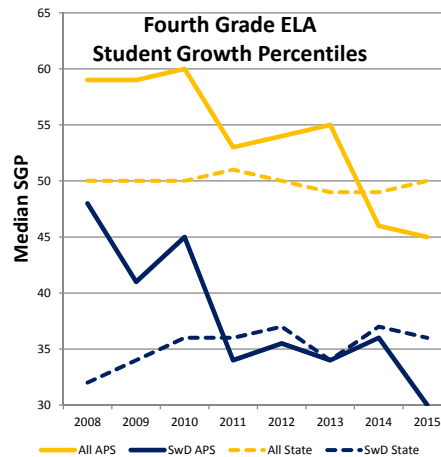
MCAS: 4th Grade ELA Growth

SwD SGP at or below state average last 5 years

SwD SGP of 30 ranks 90th of 139 districts

All Students' SGP of 45 ranks 89th of 138 districts

Optimistic about Self-Regulated Strategy Development (SRSD) program commencing this fall and enhanced partnership between regular and special education



Other Priorities for 2015-2016

- Exploring new practice requiring all teachers to sign off on IEPs/504s within five days of receiving a signed IEP/504 and prior to the start of each year
 - Addresses continued reports of general ed. teachers not knowing students are on IEPs
 - Allows all school staff to work to the most current IEP goals and benchmarks
 - Helps staff provide transition accommodations in a timely fashion
- Meeting special educators and specialists system-wide to open dialogues and forge relationships
- Continuing to emphasize inclusion and seamless partnership between regular and special education staff
- Lobbying for special education training for all staff and administrators

Next Meeting & Thanks

Wednesday, November 18th, at 7:30 p.m. in the R.J. Grey library

Thank you to Nancy Sherburne, Mary Emmons,
and Beth Petr for their assistance and collaboration.

Thank you to the School Committee for its time and consideration.

abspedpac.org



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6-1

Acton-Boxborough Regional School Committee

Operating Protocols

voted 9/17/15

The Acton-Boxborough Regional School Committee recognizes the importance of our work to our students, families, staff and the communities of Acton and Boxborough. We strive to advocate for the Acton-Boxborough Public Schools and the support of public education, and view our roles as ambassadors of the District. Thus, we have formally established the following operating protocols to follow in our dealings with the Superintendent, Staff/Administration, and the general public.

The School Committee has established policies in the areas of School Committee Powers and Duties (BBA), School Committee-Superintendent Relationship (BDD), School Committee-Staff Communications (BHC), School Committee Member Ethics (BCA) and School Committee Member Authority (BBAA)¹. These outline the expected and appropriate roles of the School Committee and highlight duties, responsibilities and, importantly, the limits of those responsibilities in carrying out our work. All members shall be familiar with these policies and follow them while encouraging their fellow members to do the same.

The School Committee has high expectations for behavior at its meetings, in order to conduct our business in a professional, respectful, thoughtful and efficient manner.

We believe that School Committee members should be empowered to freely express their opinions, concerns and ideas in a climate of trust and mutual respect. While we don't expect to always agree, we do expect that we should always acknowledge the value of each individual member's contributions and work to disagree without being disagreeable. Effective yet efficient debate by members will help us to use our meeting time wisely.

¹ The letters in parentheses reference school committee policies available online at <http://www.abschools.org/school-committee/policies>.

Our Mission is to prepare all students to attain their full potential as life-long learners, critical thinkers, and productive citizens of our diverse community and global society.

We agree that individual School Committee members have no independent authority, only the committee as a whole has authority. When representing the Committee at meetings of other boards or groups, individual members must speak as individuals except when reporting a decision of the majority of the Committee.

The School Committee welcomes respectful, thoughtful input from the public in shaping Committee decisions; however, while our meetings are open to the public; they are not public meetings. Public participation is subject to Chapter 30A section 20g of the Massachusetts General Law and our School Committee Policy BEDH. We expect the public to follow our policy on public participation and allow the Chair the authority to enforce this policy.

Matters of concern by parents and guardians should be addressed by following the Parent Communication Map available at abschools.org. Town or community concerns that are within our purview will be addressed when appropriate and necessary, but not prematurely.

We strive to make our meetings as efficient as possible (beginning no earlier than 7:00 p.m. and ending no later than 10:00 p.m.) in order to be sensitive to the time commitments of staff, committee members and the public. This may entail:

- Adding meetings in order to address topics requiring lengthy discussion;
- Limiting the number of agenda items at a particular meeting;
- Delaying discussion on certain issues;
- Discouraging the use of the addendum to our meeting packets for more than short, routine matters or minor updates.

We aim to avoid surprises at our meetings and will work to maintain focus on our goals and priorities. Questions and concerns should be communicated as early as possible before a meeting. Except in emergency situations, the School Committee will refrain from addressing issues that have not been previously brought to the attention of the Chair and/or Superintendent.

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Long Range Strategic Plan 2011-2016
Adopted December 1, 2011
Updated Spring 2014

Acton-Boxborough Regional School District

See: <http://www.abschools.org/district/mission-and-values>

**ACTON-BOXBOROUGH REGIONAL SCHOOL DISTRICT
SUPERINTENDENT PERFORMANCE GOALS
2015-16 SCHOOL YEAR
GLENN A. BRAND**

GOAL STATEMENT	STRATEGIES	TIMELINE
<p><u>Professional Practice Goal#1:</u></p> <p><i>MASS/DESE New Superintendent Induction Program (NSIP) - during the 2015-16 school year I will participate in year two of the three year NSIP program.</i></p>	<ul style="list-style-type: none"> i. Attend all content days over the course of the school year and complete all assignments. ii. Complete as many 'coaching' days/sessions as possible with Dr. Kingston. iii. Apply and institute as many tools and strategies to my work here in the ABRSD. 	<p>Ongoing</p>
<p><u>Professional Practice Goal#2:</u></p> <p><i>Meeting Management & Productivity – during the course of the upcoming school year I will work towards improving my direct efforts in maximizing productivity of leadership team meetings through focusing on meeting planning, execution and follow-up strategies.</i></p>	<ul style="list-style-type: none"> i. Explore various management and leadership readings to learn about strategies associated with highly effective meeting management. ii. Introduce and explore the use of various strategies within meetings. iii. Create an online portal that allows for the collection of relevant meeting agendas, minutes and action plans. iv. Gather feedback at both the midway and end of the year to help inform the overall degree of success. 	<p>Ongoing</p>
<p><u>Student Learning Goal:</u></p> <p><i>Student Support Services –in conjunction with the Interim Director of Pupil Services, Director of Special Education & Director of Curriculum & Assessment I will coordinate a review of our district's student support service practices across each of our schools related to the services students PreK-12 receive in both our regular and special educational settings. Using the framework of the Massachusetts Tiered System of Supports (MTSS) this review will more closely examine</i></p>	<p>Develop an ad hoc committee to:</p> <ul style="list-style-type: none"> i. Develop a methodology for assessing the current supports and interventions in the district in our schools. ii. Study and review the current state of curriculum accommodation planning and identify recommendations for improvements. iii. Gather and examine current data with our TATs including a focus on their strengths, weaknesses and overall satisfaction. iv. Develop an effective way in which to understand the 	<p>Committee Formed By October 1</p> <p>Review Completed By January 30</p> <p>Report and recommendations completed by end of March</p>

<p>the following:</p> <ul style="list-style-type: none"> • The current approaches taken to the modification of the curriculum within the regular education setting including a focus on the use of the district and school curriculum accommodation plan (s); • A review of the strengths, weaknesses and overall satisfaction with our teacher-assistance teams (TATs); • The district's current capacity for supporting inclusionary practices of students with specialized needs within the regular educational setting. 		<p>state of inclusionary practices throughout the district and what is needed in order to further support the inclusion of students with specialized needs in the regular educational setting.</p>	
<p><u>District Improvement Goal #1</u></p> <p><i>District Strategic Plan</i> - by the end of the current school year I will oversee the development of a new strategic plan for the district that clearly sets out our priorities for the next three years.</p>		<ol style="list-style-type: none"> Continue to work with the District Leadership Team (DLT) on identifying emergent priorities from the Superintendent's Entry Plan Report. Develop a plan to engage first the faculty and staff and then the broader community in the vetting process of identifying priorities. Hold a variety of community forums that allow for input into the priorities and emerging strategic objectives. Construct the district's new strategic plan that includes expectations around district & school alignment, strategic initiatives and forms of measurement and evaluation. 	<p>Priorities Established with Leadership Team By End of October</p> <p>Faculty/Staff Engagement November</p> <p>Community Forums November/December</p> <p>Strategic Plan Completed By May 1</p>
<p><u>District Improvement Goal #2</u></p> <p><i>Focus on Future School Needs</i> – Establish a transparent process that helps identify and creates a</p>		<ol style="list-style-type: none"> Form an inter-town and school district committee that will become the Future School Needs Committee. Arrange for a number of presentations from the 	<p>Call for Volunteers Late September & committee formed by first of October</p>

<p>broader understanding of the short and long-term capital and building-related needs both within the district and at the municipal/town level.</p>	<p>firm completing the district's Existing Conditions Study at both School Committee and other community-based meetings.</p> <p>iii. Establish a specific section on the district's website that provides for the collection of information related to this area.</p>	<p>Presentations throughout the late fall and winter</p> <p>Final report presented in January with community forums thereafter</p>
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7.1

Clare L. Jeannotte
Director of Finance

TO: Superintendent Glenn Brand
ABRSD School Committee *Handwritten signature*
FROM: Clare Jeannotte, Interim Director of Finance
RE: FY'15 Financial Status –Year-end report
DATE: October 13, 2015

I am pleased to provide a report on the financial status of the Acton Boxborough Regional School District to you for the fiscal year ended June 30, 2015. As it is the first year of the expanded region, no comparison to prior year is provided.

Attached find the following financial reports for the fiscal year ended June 30, 2015 which should be reviewed in conjunction with this memo:

- General Fund Budget v. Actual
- Special Revenue, Revolving and Gift Funds
- Grant Funds

General Fund:

Overall the general fund closed \$666.9K favorable to budget, of which 23K was revenues and the balance was expense favorability. Concern throughout the year caused by the November 2014 State aid (9C) cuts to regional transportation reimbursement was resolved by the Legislature partially restoring some of the cut, and further offset by miscellaneous revenues. Overruns that were tracking in Salaries, Legal Fees, Special Ed Tuitions and Transportation were mitigated by one time savings in Health Insurance (\$374K) and a refund of prior year's accumulated fund balance by the CASE Collaborative (\$459K).

General Fund revenues in FY15 total \$76,177,579, or \$23,115 favorable to budget.

State Revenues of \$15,266,740 were unfavorable to budget \$151,705, principally due to the shortfall of regional transportation funds (\$183,223) and Regional Bonus Aid (\$2,100) due to the 9C cuts last November. Ch. 70 funds of \$14,254,476 reflect our foundation enrollment of 5,649 students. The shortfall in transportation funds was mitigated by Medicaid revenues of \$48,109 and miscellaneous revenues (E rate and a non-recurring N Grid rebate of \$55,000) and interest income of \$126,707. We were able to close the year using only \$300,000 of E&D, as planned.

The Choice and Charter assessments reflect charges against Ch. 70 funds. There were 29.9 students at Charter Schools at a tuition and facility cost of \$373,438. (The state reimburses the facility cost). The School Choice assessment of \$118,465 represents the cost for approximately 14 students out of district during the year.

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Expenditures:

General fund expenditures of \$75,811,341 were \$643,782 or 0.84% favorable to the budget. Please see the summary by character code attached.

Salaries, Substitutes, Overtime and stipends (CC 01-14) were unfavorable to the \$48,748K budget by \$218,176, or 0.4%. The budget assumed an aggressive "vacancy factor" of \$425K, which was not able to be met.

Fringe benefits (CC 15-23) were favorable to the \$12,028K budget by \$660,424, or 5.5%. Health insurance for active employees is favorable \$374,837, (principally due to a one-time adjustment of the measurement of 10 month employee premiums in the fiscal year) and retiree health insurance was favorable \$123,276, for a combined total of \$498,113. Other significant favorable areas included Workers compensation premiums (66.5K favorable) and Medicare tax (85.4K favorable). OPEB and Middlesex Retirement were funded at their budgeted amounts. Total fringe benefits in these categories of \$12,028K represent 23.2% on total compensation of \$48,965K.

Instructional Supplies, Textbooks, and Library (CC 24-26) were favorable to budget \$25,005 reflecting the request of administration to hold spending to only necessary items earlier in the year.

Capital Outlay (CC27) was unfavorable \$168,491 to the budget at \$541,629, districtwide. In the fall of 2014 the District finalized payments for the Dow Track project, and costs exceeded the amounts available in special funds by \$81,760. This was paid through the capital budget. Also, as previously reported to the Committee, once the health insurance savings was identified and determined in late spring, administration reviewed pent up requests and approved spending for trucks for the buildings and grounds, and new cafeteria tables for the Parker Damon Building. In addition, deferred equipment purchases were made by the High school and Ed Tech.

Debt Service (CC29) is favorable \$25K due to the contribution of FOLF to the payment due for the Lower Fields bond. The debt service is that related to the JHS and SHS only, as the two member towns retained the elementary debt.

Maintenance (CC 31-32) combined is favorable to budget 8K, although Building and grounds maintenance is unfavorable \$112,361 and Maintenance Equipment is favorable \$120K. In FY15 the RJ Grey boiler was replaced, and the rebate from NGrid of \$55K recorded as revenue is directly related to this overrun.

Legal Services (CC34) of \$257.8K exceeded budget by \$129.2K due to unanticipated events during the year.

Athletic Supplies (CC36) reflects the final close-out of the deficit in the athletic special revenue.

Special Ed Transportation (CC38) of \$1,487K exceeded budget by \$147K due to students requiring specialized transportation requirements that were not planned in the FY'15 budget. Transportation provided by CASE was billed as per budget, based on the fixed assessment methodology.

Student Transportation (CC39) of \$892.9K was favorable to budget \$272K, principally due to the budgeted contract cost for Boxborough of \$227K being absorbed into the district. This favorability is non-recurring.

Special Ed Tuitions (CC41) is \$5K favorable to the budget of \$5,213K. It is important to note that the one-time CASE credit of \$459K (discussed above) provided relief from what would otherwise have been significantly (8.7%)

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over budget. The District was able to use only the planned level of circuit breaker funds of \$1,757K as a result of this credit. In addition, carry forward funds from the former Acton and Boxborough districts of \$88,196 were utilized, resulting in total Circuit breaker funding used of \$1,845,350. Circuit breaker reimbursement received was \$2,088,607, or 73.5% in FY'15. We were able to close the year with a balance in the Circuit breaker fund of \$331,453.

Revolving and Special Revenue Accounts – See Attached

These accounts include funds authorized to support both school operations, gift funds restricted to specific purposes imposed by the donor, and funds for which the school district is a fiduciary agent only, including scholarships and student activity funds.

Last year end the district had \$2,499K in total funds, of which \$396K were agency funds. Relative to the regional expansion, \$1,359K in funds were transferred in from the former Acton and Boxborough Districts, bringing the opening fund balances to a total of \$3,677K.

Consistent with my report to you earlier this year, \$139K in balances from 4 special revenue funds with no continuing purpose were transferred to the General Fund.

In FY15, these non-agency funds received a total of \$10,223K in receipts and spent \$9,900K in expenses. The largest funds (in terms of annual receipts > \$100K) comprise 89% of the total, as follows:

Fund	Receipts	Expenses	Balance	Receipts % of total
COMMUNITY ED	2,951,333	2,973,840	728,794	29%
CIRCUIT BREAKER	2,088,607	1,845,350	331,453	20%
LUNCH	1,729,534	1,532,847	731,035	17%
ATHLETIC REVG	377,283	373,283	-	4%
DOUG: DAWN/DUSK	350,614	414,549	106,049	3%
SCHOOL CHOICE	261,263	341,503	180,965	3%
BLANCHARD AM/PM XD	254,561	200,266	221,136	2%
AD INTEGRATED PRESCHOOL	253,440	227,102	100,450	2%
USE OF FACILITIES	252,176	252,176	-	2%
DRIVERS' ED	212,604	152,210	267,425	2%
MERRIAM AM/PM	181,848	180,563	143,153	2%
SUMMER SCHOOL TUITION	170,297	142,964	175,038	2%
Sub Total	9,083,559	8,636,653	2,985,498	89%
Total Special Revenue Funds	10,222,830	9,899,603	3,617,203	100%

- Community Ed includes All Day Kindergarten and Community Ed, including the running of extended day programs in certain schools. Blanchard, Douglas and Merriam run their extended day (AM/PM or Dawn/Dusk) programs independent of Community Ed. The Use of Facilities and Drivers' Ed accounts are also managed under the Community Ed umbrella.
- Circuit breaker is discussed above under Special Ed Tuitions.
- The final close-out of the deficit in the athletic special revenue account was \$71.5K.
- School Choice revenues of \$261,263 represent tuitions and special education increment, where applicable. There were 42.5 FTE students at year end.

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- Deficit fund balances charged to the General fund at year end, in addition to Athletics, included 3 minor amounts totaling \$2,992. The administration analyzed funds monthly to ensure this amount was minimized at year end.

Grant Funds– See Attached

The District received \$1,634K in grants, principally from Federal and State government. Most grants are fully spent by June 30, although some are utilized in summer for professional development and close by 8/31. In addition to grant support listed here, the District received benefit of a Department of Energy Resource (DOER) grant to the Town of Acton, to provide energy efficiency projects in the District.

Audit Status: The audit field work is substantially complete for the District, with procedures for the A-133 grants and End of Year report procedures to be completed in the coming months. The auditor will be scheduled to present his findings and reports to the School Committee when completed.

In connection with the year-end close, certain adjustments were required by the Finance Director to reconcile accounts (that should normally be unnecessary if proper and timely procedures and controls are in place and being followed). Notable items include adjustments to balance sheet accounts, including cash and various liabilities, principally withholding accounts, and to tie the student activity accounts held in the general fund to the underlying subsidiary records for each student activity fund. These amounts are not considered material in relation to the overall financial condition or operations of the District.

Excess and Deficiency:

Unreserved fund balance at June 30, 2015 is \$1,955K, as a starting point for the calculation of E&D. The increase from 6/30/14 fund balance of \$1,123K is due to the surplus from operations, plus close out of unspent encumbrances and the transfer of funds from special revenue funds. Certain adjustments can occur which may impact the final certification amount for E&D. Certified E&D at June 30, 2014 was 1,072,514.

Our Mission is to prepare all students to attain their full potential as life-long learners, critical thinkers, and productive citizens of our diverse community and global society.

ABRSD
 FYE 6/30/15
 Revenues Summary
 Final 9/23/15

	15B REVISED	FY15 ACTUAL - FINAL	Fav (Unfav) to Revised Budget	FY16B	FY16 PROJECTED 8/3/15	FY16 Fav (Unfav) to Budget
CHAPTER 70 AID	14,254,476	14,254,476	-	14,393,376	14,393,076	(300)
SCHOOL CHOICE ASSESSMENT	(91,711)	(118,465)	(26,754)	(103,099)	(103,482)	(383)
CHARTER SCHOOL ASSESSMENT	(541,005)	(373,438)	167,567	(430,739)	(414,938)	15,801
SPECIAL EDUCATION ASSESSMENT	(12,675)	(12,398)	277	(12,675)	(12,894)	(219)
REGIONAL TRANSPORTATION	1,729,727	1,353,855	(375,872)	1,266,283	1,354,273	87,990
REGIONAL TRANSPORTATION REVOLVING	(192,649)		192,649	-	-	-
REGIONAL BONUS AID	139,000	136,900	(2,100)	111,200	111,200	-
CHARTER SCHOOL REIMBURSEMENT	133,282	25,810	(107,472)	26,761	60,513	33,752
TOTAL STATE REVENUE	15,418,445	15,266,740	(151,705)	15,251,107	15,387,748	136,641
MEDICAID REIMBURSEMENT	-	48,109	48,109	-	-	-
TOTAL FEDERAL REVENUE	-	48,109	48,109	-	-	-
REGIONAL ASSESSMENT-ACTON	49,690,145	49,690,147	2	53,171,009	53,171,009	-
REGIONAL ASMNT - BOXBOROUGH	10,594,577	10,594,579	2	11,120,240	11,120,240	-
CONTRIB TO MIDDLESEX RETIREMENT -ACTON	384,255	384,255	-	-	-	-
CONTRIB TO MIDDLESEX RETIREMENT -BOXBOROUGH	67,042	67,042	-	-	-	-
TOTAL ASSESSMENTS	60,736,019	60,736,023	4	64,291,249	64,291,249	-
EARNINGS ON INVESTMENTS	-	14,876	14,876	-	-	-
MISCELL REVENUE	-	111,831	111,831	-	-	-
TOTAL OTHER REVENUES	-	126,707	126,707	-	-	-
TOTAL REVENUES GENERAL FUND	76,154,464	76,177,579	23,115	79,542,356	79,678,997	136,641
PREMIUMS ON LOANS	658	658	-	7,526	7,526	-
TRANSFER FROM E&D	300,000	300,000	-	200,000	200,000	-
TOTAL OTHER FUNDING SOURCES	300,658	300,658	-	207,526	207,526	-
TOTAL ALL SOURCES	76,455,122	76,478,237	23,115	79,749,882	79,886,523	136,641
TOTAL EXPENDITURES	76,455,123	75,811,341	643,782	79,749,882	79,749,882	-
TOTAL SURPLUS	-	666,896	666,897			

Acton-Boxborough Regional Schools								
FY15 Budget v. Actual- Final 6/30/15								
	FY15 Total Budget	FY15 Budget Adjustments	FY15 Revised Budget	FY15 YTD Expenses	FY15 Encumbrances	% of FY15 Committed	FY15 Projected Expenses	FY15 Final Balance
Salaries, Teaching - 01	31,882,520.00	41,962.00	31,924,482.00	31,929,409.91	-	100%	31,929,409.91	(4,927.91)
Salaries, Principals - 02	2,109,446.00	-	2,109,446.00	2,135,195.24	-	101%	2,135,195.24	(25,749.24)
Salaries, Central Administration - 03	1,048,045.00	-	1,048,045.00	1,043,996.72	-	100%	1,043,996.72	4,048.28
Salaries, Support Staff - 04	8,456,458.00	12,665.00	8,469,123.00	8,573,518.30	-	101%	8,573,518.30	(104,395.30)
Salaries, Athletics - 05	514,614.00	(16,911.00)	497,703.00	495,548.67	-	100%	495,548.67	2,154.33
Salaries, Buildings - 06	564,570.00	144,594.00	709,164.00	752,061.69	-	106%	752,061.69	(42,897.69)
Salaries, Custodial - 07	1,640,433.00	(144,594.00)	1,495,839.00	1,346,614.81	-	90%	1,346,614.81	149,224.19
Salaries, Home Instruction - 08	17,044.00	-	17,044.00	4,020.00	-	24%	4,020.00	13,024.00
Salaries, Miscellaneous Pupil Services - 09	1,456,651.00	(45,562.00)	1,411,089.00	1,511,850.60	1,453.00	107%	1,513,303.60	(102,214.60)
Salaries, Subs Miscellaneous - 11	186,093.00	-	186,093.00	147,373.45	-	79%	147,373.45	38,719.55
Salaries, Subs Instructional - 12	524,516.00	-	524,516.00	655,767.94	-	125%	655,767.94	(131,251.94)
Salaries, Overtime - 13	242,855.00	-	242,855.00	255,418.44	-	105%	255,418.44	(12,563.44)
Stipends, Curriculum/Instruction - 14	152,275.00	(40,064.00)	112,211.00	113,556.96	-	101%	113,556.96	(1,345.96)
Fringe, Course Reimbursement - 15	56,000.00	-	56,000.00	38,831.51	1,355.00	72%	40,186.51	15,813.49
Fringe, Health Insurance - 16	7,600,159.00	(4,888.00)	7,595,271.00	7,220,433.55	-	95%	7,220,433.55	374,837.45
Fringe, Health Insurance, Retiree - 17	905,443.00	(1,350.00)	904,093.00	780,816.30	-	86%	780,816.30	123,276.70
Fringe, Life/Disability Insurance - 18	31,020.00	(2,437.00)	28,583.00	47,225.32	-	165%	47,225.32	(18,642.32)
Fringe, Unemployment Insurance - 19	25,000.00	-	25,000.00	11,145.83	588.00	47%	11,733.83	13,266.17
Fringe, Workers Compensation - 20	339,446.00	-	339,446.00	272,936.54	-	80%	272,936.54	66,509.46
Fringe, Middlesex County Retirement System - 21	1,304,911.00	451,297.00	1,756,208.00	1,756,208.00	-	100%	1,756,208.00	-
Fringe, Medicare - 22	817,453.00	-	817,453.00	732,089.88	-	90%	732,089.88	85,363.12
Contributions, OPEB Trust Fund - 23	506,000.00	-	506,000.00	506,000.00	-	100%	506,000.00	-
Instruction Supplies - 24	822,909.00	118,755.00	941,664.00	954,948.25	36,006.31	105%	990,954.56	(49,290.56)
Instruction Textbooks - 25	340,613.00	(58,418.00)	282,195.00	208,686.86	10,303.70	78%	218,990.56	63,204.44
Instructional, Library - 26	58,924.00	(1,199.00)	57,725.00	45,497.61	1,135.63	81%	46,633.24	11,091.76
Other, Capital Outlay - 27	646,166.00	(104,537.00)	541,629.00	488,991.18	221,579.16	131%	710,570.34	(168,941.34)
Other, Debt Service - 29	1,847,734.00	-	1,847,734.00	1,822,733.35	-	99%	1,822,733.35	25,000.65
Other, Property/Casualty - 30	98,924.00	-	98,924.00	102,627.44	-	104%	102,627.44	(3,703.44)
Other, Maint Buildings/Grounds - 31	580,248.00	2,500.00	582,748.00	682,692.26	12,416.97	119%	695,109.23	(112,361.23)
Other, Maintenance Equipment - 32	211,406.00	(18,500.00)	192,906.00	68,372.92	4,484.05	38%	72,856.97	120,049.03
Other, Legal Service - 34	128,650.00	-	128,650.00	257,827.59	-	200%	257,827.59	(129,177.59)
Other, Admin Supplies - 35	744,274.00	72,046.00	816,320.00	802,145.66	34,429.81	102%	836,575.47	(20,255.47)
Other, Athletic Supplies - 36	53,666.00	13,836.00	67,502.00	138,972.02	-	206%	138,972.02	(71,470.02)
Other, Custodial Supplies - 37	145,984.00	-	145,984.00	124,699.77	-	85%	124,699.77	21,284.23
Other, Sped Transportation - 38	1,340,411.00	-	1,340,411.00	1,487,541.14	-	111%	1,487,541.14	(147,130.14)
Other, Student Transportation - 39	1,165,457.00	-	1,165,457.00	892,850.33	98.56	77%	892,948.89	272,508.11
Other, Travel, Conferences - 40	58,046.00	32,103.00	90,149.00	113,064.04	607.50	126%	113,671.54	(23,522.54)
Other, Sped Tuition - 41	5,213,514.00	-	5,213,514.00	5,208,138.62	-	100%	5,208,138.62	5,375.38
Other, Utilities - 42	1,730,472.00	-	1,730,472.00	1,391,388.42	-	80%	1,391,388.42	339,083.58
Other, Telephone - 43	148,285.00	-	148,285.00	79,612.56	4,120.64	56%	83,733.20	64,551.80
Other, Sewer - 44	287,191.00	-	287,191.00	280,547.92	-	98%	280,547.92	6,643.08
Other, - 49	-	-	-	1,405.09	-	-	1,405.09	(1,405.09)
GRAND TOTAL	76,003,826.00	451,298.00	76,455,124.00	75,482,762.69	328,578.33	99.2%	75,811,341.02	643,782.98

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Acton-Boxborough Regional Schools								
FY15 Budget v. Actual- Final 6/30/15								
	FY15 Total Budget	FY15 Budget Adjustments	FY15 Revised Budget	FY15 YTD Expenses	FY15 Encumbrances	% of FY15 Committed	FY15 Projected Expenses	FY15 Final Balance
All Salaries (01-09)			47,681,935.00	47,792,215.94	1,453.00	8.29	47,793,668.94	(111,733.94)
Substitutes (11-12)			710,609.00	803,141.39	-	2.04	803,141.39	(92,532.39)
Overtime (13)			242,855.00	255,418.44	-	1.05	255,418.44	(12,563.44)
Stipends (14)			112,211.00	113,556.96	-	1.01	113,556.96	(1,345.96)
Total Salaries and other compensation			48,747,610.00	48,964,332.73	1,453.00	0.72	48,965,785.73	(218,175.73)
All Fringe Benefits (15-22)			11,522,054.00	10,859,686.93	1,943.00	7.35	10,861,629.93	660,424.07
Contributions, OPEB Trust Fund - 23			506,000.00	506,000.00	-	1.00	506,000.00	-
Total Fringe			12,028,054.00	11,365,686.93	1,943.00	0.47	11,367,629.93	660,424.07
Fringe as % of Compensation			24.7%	23.2%			23.2%	
Other, Sped Transportation - 38			1,340,411.00	1,487,541.14	-	1.11	1,487,541.14	(147,130.14)
Other, Sped Tuition - 41			5,213,514.00	5,208,138.62	-	1.00	5,208,138.62	5,375.38
Total Sped			6,553,925.00	6,695,679.76	-	1.05	6,695,679.76	(141,754.76)
Other, Capital Outlay - 27			541,629.00	488,991.18	221,579.16	1.31	710,570.34	(168,941.34)
Other, Debt Service - 29			1,847,734.00	1,822,733.35	-	0.99	1,822,733.35	25,000.65
			2,389,363.00	2,311,724.53	221,579.16	0.99	2,533,303.69	(143,940.69)
Other, Maint Buildings/Grounds - 31			582,748.00	682,692.26	12,416.97	1.19	695,109.23	(112,361.23)
Other, Maintenance Equipment - 32			192,906.00	68,372.92	4,484.05	0.38	72,856.97	120,049.03
			775,654.00	751,065.18	16,901.02	2.00	767,966.20	7,687.80
Instruction Supplies - 24			941,664.00	954,948.25	36,006.31	1.05	990,954.56	(49,290.56)
Instruction Textbooks - 25			282,195.00	208,686.86	10,303.70	0.78	218,990.56	63,204.44
Instructional, Library - 26			57,725.00	45,497.61	1,135.63	0.81	46,633.24	11,091.76
			1,281,584.00	1,209,132.72	47,445.64	0.77	1,256,578.36	25,005.64
Contributions, OPEB Trust Fund - 23			506,000.00	506,000.00	-	1.00	506,000.00	-
Fringe, Middlesex County Retirement System - 21			1,756,208.00	1,756,208.00	-	1.00	1,756,208.00	-
Fringe, Health Insurance - 16			7,595,271.00	7,220,433.55	-	0.95	7,220,433.55	374,837.45
Fringe, Health Insurance, Retiree - 17			904,093.00	780,816.30	-	0.86	780,816.30	123,276.70
sub total			10,761,572.00	10,263,457.85	-	0.98	10,263,457.85	498,114.15

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**ACTON BOXBOROUGH REGIONAL SCHOOL DISTRICT
SPECIAL REVENUE, REVOLVING, AND GIFT FUNDS**

6/30/2015

Operating			Fund Balance 6/30/14	Transf from APS & BMS	Transfer from / to other funds	Fund Balance 7/1/14	Receipts	Expenses	CASH BAL	Encumber	Balance as of 6/30/15
	LUNCH										
K Nelson	3201	LUNCH	365,035.68								
		Blanchard School Lunch	0.00	53,405.32	169,312.35	534,348.03	1,729,534.41	1,532,847.46	731,034.98	0.00	731,034.98
		APS School Lunch	0.00	115,907.03	(53,405.32)	0.00			0.00		0.00
					(115,907.03)	0.00			0.00		0.00
	SUPERINTENDENT										
G Brand	3311	SUPERINTENDENT GIFTS	707.50	145.29		852.79	1,174.00	2,026.79	0.00	0.00	0.00
	DISTRICTWIDE										
G Brand	3353	DISTRICT WIDE GIFTS	0.00								
		Acton Garden Club	0.00	500.00	1,148.47	1,148.47	125.00	0.00	1,273.47	0.00	1,273.47
	2606	APS ESL After School	0.00	323.53	(500.00)	0.00			0.00		0.00
	2609	APS PD Outdoor classroom	0.00	314.37	(323.53)	0.00			0.00		0.00
		ESL REVOLVING	10.57		(314.37)	0.00			0.00		0.00
					(10.57)	0.00			0.00		0.00
	CURRICULUM										
D Bookis	3318	PARENT INVOLVEMENT PROJECT	17,691.68			17,691.68	6,759.00	4,361.77	20,088.91	0.00	20,088.91
D Bookis	3323	CURRICULUM GIFT	908.45	10.00		918.45	6,925.00	7,613.94	229.51	0.00	229.51
D Bookis	3331	TEACHING AMERICAN HISTORY	0.00			0.00	0.00	0.00	0.00	0.00	0.00
D Bookis	3419	SCHOOL TO BUSINESS	(2,867.93)			(2,867.93)	1,650.00	(1,217.93)	0.00	0.00	0.00
	FINANCE										
C Jeannotte	3401	SCHOOL CHOICE	64,984.42								
C Jeannotte	3401	Boxborough School Choice	0.00	196,220.70	196,220.70	261,205.12	261,263.00	341,502.94	180,965.18	0.00	180,965.18
C Jeannotte	3016	CIRCUIT BREAKER	0.00			0.00			0.00		0.00
C Jeannotte		Boxborough Circuit Breaker	0.00	73,470.00	88,196.00	88,196.00	2,088,607.00	1,845,350.00	331,453.00	0.00	331,453.00
C Jeannotte		APS Circuit Breaker	0.00	14,726.00	(73,470.00)	0.00			0.00		0.00
C Jeannotte	3417	TELEPHONE REVOLVING	25,907.43			25,907.43			0.00		0.00
C Jeannotte	3501	INSURANCE REIMB	17,135.16			17,135.16	1.31	12,954.37	12,954.37	12,954.37	0.00
C Jeannotte		Insurance Reimb Blanchard	0.00	1,539.82	1,539.82	18,674.98	10,425.91	12,920.55	16,180.34	85.39	16,094.95
C Jeannotte	3502	VENDOR RECOVERY	40,698.79			0.00	0.00	0.00	0.00	0.00	0.00
C Jeannotte	3503	VANDALISM REIMB	311.09			0.00	0.00	0.00	0.00	0.00	0.00
M. Dennehy	9901	TAILINGS	27,676.16			27,676.16	0.00	3,584.23	24,091.93	0.00	24,091.93
	FACILITIES										
J D Head	3322	ELM ST HOOPS	1,214.00			1,214.00	0.00	0.00	1,214.00	0.00	1,214.00
J D Head	3324	SOLAR PANEL PROJECT	1,555.75			1,555.75	0.00	0.00	1,555.75	0.00	1,555.75
J D Head	3328	NSTAR POWER DOWN PROJECT	16,335.27			16,335.27	0.00	0.00	16,335.27	0.00	16,335.27
J D Head	3329	FRIENDS OF LOWER FIELDS	13,460.82			13,460.82	50,500.00	2,856.20	13,479.07	0.00	13,479.07
J D Head	3330	LOWER FIELDS GIFT 2	4,130.31			4,130.31	5,553.88	58,406.94	58,406.94	0.00	58,406.94
J D Head	3342	WEST ACTON BOARDWALK	0.00	11,822.50		11,822.50	25,000.00	29,130.31	0.00	0.00	0.00
J D Head	3347	DOW TRACK	95,465.38			95,465.38	750.00	140,465.38	11,072.50	0.00	11,072.50
TBD	3418	TRANSPORTATION	98,365.65			0.00	45,000.00	140,465.38	0.00	0.00	0.00
J D Head	3332	DAMON PLAYGROUND	0.00	2,086.85	(98,365.65)	0.00	0.00	0.00	0.00	0.00	0.00
J D Head	4001	LOWER FIELDS CONSTRUCTION	3,821.41			3,821.41	188.46	1,231.70	855.15	0.00	855.15
								4,009.87	0.00	0.00	0.00

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**ACTON BOXBOROUGH REGIONAL SCHOOL DISTRICT
SPECIAL REVENUE, REVOLVING, AND GIFT FUNDS**

6/30/2015

Operating		Fund Balance 6/30/14	Transf from APS & BMS	Transfer from / to other funds	Fund Balance 7/1/14	Receipts	Expenses	CASH BAL	Encumber	Balance as of 6/30/15
COMMUNITY EDUCATION										
E Bettez	3402	COMMUNITY ED	683,484.87		751,300.21	2,951,333.28	2,973,839.51	728,793.98	237.93	728,556.05
		Comm Ed- Blanchard ADK	0.00	67,815.34	(67,815.34)			0.00		0.00
E Bettez	3403	USE OF FACILITIES	0.07		0.07	252,176.42	252,176.49	0.00	0.00	0.00
E Bettez	3404	DRIVERS' ED	207,031.60		207,031.60	212,603.80	152,210.23	267,425.17	0.00	267,425.17
PUPIL SERVICES/SPED										
J Gibowitz	3427	BL INTEGRATED PRESCHOOL	0.00	82,713.75	82,713.75	0.00	50,000.00	32,713.75	0.00	32,713.75
M Emmons	3428	ODP REVOLVING	12,279.36		12,279.36	65,790.20	25,666.58	52,402.98	835.00	51,567.98
J Gibowitz	3429	AD INTEGRATED PRESCHOOL	74,112.88		74,112.88	253,439.62	227,102.08	100,450.42	148.70	100,301.72
3326 MCC BIG YELLOW SCHOOL BUS										
J Campbell		SENIOR HIGH	205.14		205.14	200.00	200.00	205.14	0.00	205.14
A Shen		JUNIOR HIGH	0.00		0.00	0.00	0.00	0.00	0.00	0.00
D Labb		BLANCHARD	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
D Sugrue		CONANT	0.00	650.00	650.00	200.00	200.00	650.00	0.00	650.00
C Whitbeck		DOUGLAS	0.00	278.75	278.75	0.00		278.75		278.75
L Newman		GATES	0.00	104.30	104.30	0.00	0.00	104.30	0.00	104.30
D Krane		MCCARTHY TOWNE	0.00	0.00	0.00	200.00	200.00	0.00	0.00	0.00
E Kaufman		MERRIAM	0.00	671.00	671.00	0.00		671.00		671.00
3341 COMM ED ADK GIFT										
D Labb		BLANCHARD	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
D Sugrue		CONANT	0.00	1,182.78	1,182.78	0.00	1,182.78	0.00	0.00	0.00
C Whitbeck		DOUGLAS	0.00	(2,598.44)	(2,598.44)	0.00	(2,598.44)	0.00	0.00	0.00
L Newman		GATES	0.00	1,100.85	1,100.85	0.00	1,100.85	0.00	0.00	0.00
D Krane		MCCARTHY TOWNE	0.00	607.79	607.79	0.00	607.79	0.00	0.00	0.00
E Kaufman		MERRIAM	0.00	1,495.31	1,495.31	0.00	1,495.31	0.00	0.00	0.00
3416 LIBRARY REVOLVING										
J Campbell		SENIOR HIGH	1,751.54		1,751.54	3,667.00	2,500.00	2,918.54	0.00	2,918.54
A Shen		JUNIOR HIGH	6,154.19		6,154.19	2,000.00	1,210.78	6,943.41	0.00	6,943.41
D Labb		BLANCHARD	0.00	0.00	0.00	1,750.00	0.00	1,750.00	0.00	1,750.00
D Sugrue		CONANT	0.00	1,316.56	1,316.56	1,750.00	2,441.60	624.96	0.00	624.96
C Whitbeck		DOUGLAS	0.00	1,947.31	1,947.31	1,750.00	1,958.07	1,739.24	256.52	1,482.72
L Newman		GATES	0.00	2,782.36	2,782.36	1,750.00	750.00	3,782.36	0.00	3,782.36
D Krane		MCCARTHY TOWNE	0.00	1,086.98	1,086.98	1,750.00	1,090.63	1,746.35	0.00	1,746.35
E Kaufman		MERRIAM	0.00	2,907.59	2,907.59	1,750.00	3,471.03	1,186.56	0.00	1,186.56

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ACTON BOXBOROUGH REGIONAL SCHOOL DISTRICT

SPECIAL REVENUE, REVOLVING, AND GIFT FUNDS

6/30/2015

Operating			Fund Balance 6/30/14	Transf from APS & BMS	Transfer from / to other funds	Fund Balance 7/1/14	Receipts	Expenses	CASH BAL	Encumber	Balance as of 6/30/15
SENIOR HIGH											
S Desy	3301	ATHLETIC GIFTS	0.00		4,000.00	4,000.00	0.00	0.00	4,000.00	0.00	4,000.00
S Desy	3303	ABSAF:SH ATHLETICS	0.00			0.00	41,000.00	41,000.00	0.00	0.00	0.00
S Desy	3405	ATHLETIC REVG	0.00		(4,000.00)	(4,000.00)	377,282.64	373,282.64	0.00	0.00	0.00
M Hickey	3302	ABSAF:SH PERFORMING ARTS	5,608.46			5,608.46	4,000.00	4,913.29	4,695.17	0.00	4,695.17
M Hickey	3304	ABSAF:BAND UNIFORMS	0.00			0.00	0.00	0.00	0.00	0.00	0.00
J Campbell	3306	SENIOR HIGH GIFTS	4,981.44		20.00	5,001.44	1,600.00	0.00	6,601.44	0.00	6,601.44
J Campbell	3307	SH GIFT:GAZEBO	0.00			0.00	0.00	0.00	0.00	0.00	0.00
J Campbell	3308	SH GIFT:PTSO	6,920.56			6,920.56	9,000.00	9,757.57	6,162.99	100.00	6,062.99
J Campbell	3309	SH GIFT:OTHER	(4,490.60)		15,352.00	10,861.40	1,529.99	1,394.40	10,996.99	0.00	10,996.99
J Campbell	3310	SH GIFT:ABSAF	15,352.00		(15,352.00)	0.00	0.00	0.00	0.00	0.00	0.00
J Campbell	3313	ABSAF:SH EXTRACURRICULAR	11,338.17			11,338.17	16,000.00	24,040.06	3,298.11	0.00	3,298.11
J Campbell	3315	UNITED WAY GIFT	994.95			994.95	0.00	0.00	994.95	0.00	994.95
J Campbell	3319	SH: COMMUNITY SERVICE GIFTS	3,080.59			3,080.59	5,396.00	5,180.21	3,296.38	0.00	3,296.38
J Campbell	3320	SH: SPECTRUM	1,651.95			1,651.95	1,241.82	2,805.00	88.77	0.00	88.77
J Campbell	3321	AB FRIENDS OF DRAMA	25.00			25.00	0.00	0.00	25.00	0.00	25.00
J Campbell	3325	NSTA TOYOTA TAPESTRY	71.37		(71.37)	0.00	0.00	0.00	0.00	0.00	0.00
J Campbell	3412	LOST BOOKS-SENIOR HIGH	24,035.26			24,035.26	335.00	65.00	24,305.26	561.00	23,744.26
J Campbell	3413	PARKING-SENIOR HIGH	29,445.55			29,445.55	51,890.00	72,786.19	8,549.36	0.00	8,549.36
J Campbell	3414	SUMMER SCHOOL TUITION	147,704.65			147,704.65	170,296.79	142,963.64	175,037.80	143.59	174,894.21
J Campbell	3415	PERFORMING ARTS REV	8,630.76			8,630.76	29,764.65	34,595.68	3,799.73	0.00	3,799.73
J Campbell	3420	EMPORIUM REVOLVING	(7.77)			(7.77)	87,187.20	77,127.20	10,052.23	0.00	10,052.23
J Campbell	3423	SH: PROSCENIUM CIRCUS	7,987.38			7,987.38	60,265.78	63,978.62	4,274.54	0.00	4,274.54
J Campbell	3424	SH:COUNSELING/TESTING	9,031.74			9,031.74	128,074.00	131,047.85	6,057.89	0.00	6,057.89
J Campbell	3425	SH CHORUS	9,635.06			9,635.06	15,029.00	21,357.05	3,307.01	0.00	3,307.01
J Campbell	3430	SWAP TUITION	(168.68)		(20.00)	(168.68)	0.00	(168.68)	0.00	0.00	0.00
		SMOKING REVOLVING	20.00			0.00			0.00		0.00
JUNIOR HIGH											
A Shen	3305	JUNIOR HIGH GIFTS	12,123.80		(485.54)	11,638.26	8,587.93	3,478.00	16,748.19	0.00	16,748.19
A Shen	3312	ABSAF:JH EXTRACURRICULAR	3,453.85			3,453.85	6,010.00	8,599.59	864.26	0.00	864.26
A Shen	3314	JOHN LORING MEMORIAL GIFT	4,645.48			4,645.48	2.34	0.00	4,647.82	0.00	4,647.82
A Shen	3316	PROJECT WELLNESS JH	0.00			0.00	7,030.00	5,000.00	2,030.00	0.00	2,030.00
A Shen	3317	EDFAAB GIFT - JH	3.64	270.74		274.38	0.00	0.00	274.38	0.00	274.38
A Shen	3327	DRAGONFLY THEATER	8,136.44			8,136.44	25,000.00	15,049.30	18,087.14	7,155.00	10,932.14
A Shen	3411	LOST BOOKS-JUNIOR HIGH	5,772.09			5,772.09	1,275.00	128.16	6,918.93	0.00	6,918.93
A Shen	3421	JH STORE REVOLVING	1,382.58		485.54	1,868.12	16,260.25	17,642.83	485.54	0.00	485.54
A Shen	3422	JH THEATER REVOLVING	7,730.50			7,730.50	20,618.50	26,688.71	1,660.29	0.00	1,660.29
BLANCHARD											
D Labb	3333	BLANCHARD PTO	0.00			0.00	0.00	0.00	0.00	0.00	0.00
D Labb	3348	BLANCHARD GIFTS	0.00	7,191.57		7,191.57	600.00	4,706.88	3,084.69	0.00	3,084.69
D Labb	3408	BLANCHARD AM/PM XD	0.00	166,841.31		166,841.31	254,560.57	200,266.36	221,135.52	1,129.11	220,006.41

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ACTON BOXBOROUGH REGIONAL SCHOOL DISTRICT											
SPECIAL REVENUE, REVOLVING, AND GIFT FUNDS											
6/30/2015											
Operating			Fund Balance 6/30/14	Transf from APS & BMS	Transfer from / to other funds	Fund Balance 7/1/14	Receipts	Expenses	CASH BAL	Encumber	Balance as of 6/30/15
CONANT											
D Sugrue	3334	CONANT PTO	0.00	7,815.77		7,815.77	17,184.23	23,498.87	1,501.13	0.00	1,501.13
D Sugrue	3343	CONANT ENRICHMENT GIFT	0.00	101,114.97		101,114.97	62,669.47	54,362.05	109,422.39	0.00	109,422.39
D Sugrue	3349	CONANT GIFTS	0.00		1,092.20	1,092.20	1,548.00	1,246.00	1,394.20	0.00	1,394.20
D Sugrue	2617	APS Conant Technology	0.00	756.20	(756.20)	0.00			0.00		0.00
D Sugrue	2626	APS Conant Fndn Mtg Gift	0.00	11.29	(11.29)	0.00			0.00		0.00
D Sugrue	2633	Con: Prof Dev Gift	0.00	229.23	(229.23)	0.00			0.00		0.00
D Sugrue		Conant Art Gift	0.00	95.48	(95.48)	0.00			0.00		0.00
DOUGLAS											
C Whitbeck	3335	DOUGLAS PTO	0.00	4,595.25		4,595.25	42,748.75	39,589.13	7,754.87	0.00	7,754.87
C Whitbeck	3350	DOUGLAS GIFTS	0.00		701.74	701.74	0.00	0.00	701.74	0.00	701.74
C Whitbeck	3409	DOUG: DAWN/DUSK	0.00	169,984.19		169,984.19	350,613.69	414,548.86	106,049.02	84.05	105,964.97
C Whitbeck	2618	APS Douglas Dec Math	0.00	48.14	(48.14)	0.00			0.00		0.00
C Whitbeck	2619	APS Douglas Japanese	0.00	4.94	(4.94)	0.00			0.00		0.00
C Whitbeck	2620	APS Douglas Mentoring	0.00	606.44	(606.44)	0.00			0.00		0.00
C Whitbeck	2627	APS Douglas Foundation Mtg Gift	0.00	42.22	(42.22)	0.00			0.00		0.00
GATES											
L Newman	3336	GATES PTO	0.00	2,020.93		2,020.93	20,000.00	17,769.36	4,251.57	0.00	4,251.57
L Newman	3339	GATES GIFTS	0.00	9,018.03	1,220.25	10,238.28	4,199.63	2,334.83	12,103.08	0.00	12,103.08
L Newman	3344	GATES ENRICHMENT GIFT	0.00	25,265.37		25,265.37	16,109.79	26,027.14	15,348.02	0.00	15,348.02
L Newman	2640	Gates Playground Equip	0.00	317.31	(317.31)	0.00			0.00		0.00
L Newman	2644	Gates Parent Gift	0.00	902.94	(902.94)	0.00			0.00		0.00
MCCARTHY TOWNE											
D Krane	3337	MCCARTHY PTO	0.00	177.04		177.04	71,000.00	66,217.86	4,959.18	0.00	4,959.18
D Krane	3340	MCCARTHY TECHN	0.00	3,300.00		3,300.00	0.00	3,299.50	0.50	0.00	0.50
D Krane	3345	MCT ENRICHMENT GIFT	0.00	51,330.60		51,330.60	38,549.50	53,308.82	36,571.28	0.00	36,571.28
D Krane	3351	MCCARTHY TOWNE GIFTS	0.00		2,000.00	2,000.00	400.00	2,000.00	400.00	0.00	400.00
D Krane		McT Music Gift	0.00	2,000.00	(2,000.00)	0.00			0.00		0.00
MERRIAM											
E Kaufman	3338	MERRIAM PTO	0.00	355.28		355.28	96,857.60	84,405.17	12,807.71	0.00	12,807.71
E Kaufman	3346	MERRIAM OPEN CIRCLE	0.00			0.00	0.00	0.00	0.00	0.00	0.00
E Kaufman	3352	MERRIAM GIFTS	0.00		62.91	62.91	0.00	0.00	62.91	0.00	62.91
E Kaufman	3410	MERRIAM AM/PM	0.00	141,867.97		141,867.97	181,848.08	180,562.85	143,153.20	0.00	143,153.20
	2642	Merriam Handshake Project	0.00	62.91	(62.91)	0.00			0.00		0.00
Total Special Revenue Funds			2,102,663.46	1,330,759.76	(139,446.90)	3,293,976.32	10,222,829.61	9,899,602.74	3,617,203.19	23,690.66	3,593,512.53

ACTON BOXBOROUGH REGIONAL SCHOOL DISTRICT

SPECIAL REVENUE, REVOLVING, AND GIFT FUNDS

6/30/2015

Operating		Fund Balance 6/30/14	Transf from APS & BMS	Transfer from / to other funds	Fund Balance 7/1/14	Receipts	Expenses	CASH BAL	Encumber	Balance as of 6/30/15
SCHOLARSHIPS										
	5001	SCH:DENNIS M KULSICK	1,177.97		(1,177.97)	0.00	0.00	0.00	0.00	0.00
	5002	SCH:ANDREW GRATZ	8.66		(8.66)	0.00	0.00	0.00	0.00	0.00
	5003	SCH:A B JAMBOREE	2,906.54			2,906.54	1.43	150.00	2,757.97	0.00
	5004	SCH:KATHERINE KINSLEY	29,140.48		(4.00)	29,136.48	29.55	200.00	28,966.03	0.00
	5005	SCH:JAMES E KINSLEY	37,499.58		(4.06)	37,495.52	37.51	0.00	37,533.03	0.00
	5006	SCH:AMERICAN LEGION 284	46,531.37		7,500.00	54,031.37	105.07	1,500.00	52,636.44	0.00
	5007	SCH:BRODY PEER LDRSHIP	33.96		(33.96)	0.00	0.00	0.00	0.00	0.00
	5008	SCH:J PRENDIVILLE III	7,928.72		5,000.00	12,928.72	25.79	0.00	12,954.51	0.00
	5009	SCH:M&P SMOLTEES	35,644.24		(3,999.90)	31,644.34	63.00	4,000.00	27,707.34	0.00
	5010	SCH:J DEBAGGIS	2,945.04		(4.00)	2,941.04	1.43	0.00	2,942.47	0.00
	5011	SCH:R J GREY	14,097.47		(204.02)	13,893.45	6.94	0.00	13,900.39	0.00
	5012	SCH:CHARLES BATTIT	24,088.63		(2,400.00)	21,688.63	85.29	800.00	20,973.92	0.00
	5013	SCH:J SCOTT	77.19		(200.00)	(122.81)	0.54	0.00	(122.27)	0.00
	5014	SCHOLARSHIP:GENERAL	(942.42)		5,450.52	4,508.10	13,853.57	16,500.00	1,861.67	0.00
	5015	FRED S KENNEDY SCHOLARSHIP	2,779.99		(400.00)	2,379.99	13.22	200.00	2,193.21	0.00
	5016	CHS BRUSIE MEMORIAL SCHOLARSHIP	4,667.25			4,667.25	202.35	2,000.00	2,869.60	0.00
	5017	THOMAS MEAGHER SCHOLARSHIP	5,848.92			5,848.92	2.92	500.00	5,351.84	0.00
	5018	R & E MATUSOW SCHOLARSHIP	50,128.66			50,128.66	274.50	300.00	50,103.16	0.00
	5019	R BARTOLOMEO SCHOLARSHIP	0.85		(0.85)	0.00	0.00	0.00	0.00	0.00
	5020	SANDRA WILENSKY SCHOLARSHIP	2,104.57		500.00	2,604.57	1.30	500.00	2,105.87	0.00
	5021	FREDERICK JOYCE MEMORIAL	8,800.58		(4,800.00)	4,000.58	2.55	1,000.00	3,003.13	0.00
	5022	DOW SCHOLARSHIP	4.08		(4.08)	0.00	0.00	0.00	0.00	0.00
	5023	ALMA PARKHURST SCHOLARSHIP	22,798.73			22,798.73	11.36	3,000.00	19,810.09	0.00
D Labb	5024	P HALL SCHOLARSHIP-Principal	0.00	10,000.00		10,000.00	0.00	0.00	10,000.00	0.00
	5024	P HALL SCHOLARSHIP-Interest	0.00	3,125.90		3,125.90			3,125.90	0.00
STUDENT ACTIVITIES										
A Shen	6001	STU ACTIVITY FUND-JH	80,126.38		(75,124.22)	5,002.16	129,581.99	98,210.90	36,373.25	0.00
J Campbell	6002	STU ACTIVITY FUND-SH	17,609.44		28,058.70	45,668.14	307,859.25	268,728.88	84,798.51	0.00
D Labb	6003	STU ACTIVITY FUND-BL	0.00	15,521.43	6.96	15,528.39	36,945.77	34,435.14	18,039.02	0.00
		Total Agency Funds	396,006.88	28,647.33	(41,849.54)	382,804.67	489,105.33	432,024.92	439,885.08	0.00
			2,498,670.34	1,359,407.09	(181,296.44)	3,676,780.99	10,711,934.94	10,331,627.66	4,057,088.27	23,690.66
										4,033,397.61

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Acton Boxborough Regional Schools
 FY'15 Grants
 6/30/2015 (as of 8/18/15)

		FY'15 Budget	Expenses Exp	Enc	Total Expenses	To Spend
3001 SPED IDEA #240						
FY'15						
30011501	516011 AIDES/PARAPROFESSIONALS	1,168,284	1,168,284		1,168,284	-
30011502	515015 BOOKKEEPER	33,224	33,224		33,224	-
	3001 SPED IDEA 240	1,201,508	1,201,508	-	1,201,508	-
3002 TITLE I #305						
FY'15						
30021501	514081 TEACHER - MCT	26,495	26,495		26,495	(0)
30021502	514081 TEACHER - GATES	22,032	22,032		22,033	(1)
30021503	514081 TEACHER - JH	26,533	26,533		26,533	(0)
30021504	514002 ADMINISTRATOR	5,000	5,000		5,000	-
30021505	524009 CONTRACTED SERVICES	25,350	25,350		25,350	-
30021506	516001 AIDES/PARAPROFESSIONALS	50,856	50,855		50,855	1
30021507	543094 PD -TEXTS, SOFTWARE	1,264	1,264		1,264	-
30021508	543094 INSTR -TEXTS, SOFTWARE	3,120	3,120		3,120	-
30021510	543035 OTHER INSTR MATERIALS	847	842		842	5
30021509	570031 MASS TEACHERS RETIREMENT	7,205	7,205		7,205	-
	3002 TITLE I	168,702	168,697	-	168,697	5
3019 EARLY CHILDHOOD #262						
FY'15						
30191501	516011 AIDES/PARAPROFESSIONALS	31,051	31,051		31,051	-
	3019 EARLY CHILDHOOD #262	31,051	31,051	-	31,051	-
3020 SPED EARLY CHILDHOOD #298						
FY'15						
30201501	524006 CONFERENCES	4,000	1,337		1,337	2,663
30201501	524113 CONSULTANTS	3,000	2,800		2,800	200
30201502	516705 PD SUBS	1,000	3,863		3,863	(2,863)
	3020 SPED EARLY CHILDHOOD #298	8,000	8,000	-	8,000	-
3006 TITLE IIA:IMPRVG ED QUAL #140						
FY'15						
30061501	514011 ADMINISTRATOR	5,000	5,000		5,000	-
30061502	524112 PD - CURRICULUM FRAMEWORKS	38,000	38,000		38,000	-
30061502	524113 PD - OTHER	10,000	10,000		10,000	-
30061503	543094 TEXTS, SOFTWARE, MEDIA MATER	464	464		464	-
30061504	570031 MASS TEACHERS RETIREMENT	450	450		450	-
30061506	516704 SUBS	8,000	8,000		8,000	-
	3006 TITLE IIA:IMPRVG ED QUAL	61,914	61,914	-	61,914	-
3004 SPED PROGRAM IMPROVEMENT #274						
FY'15						
30041501	514900 STIPENDS	8,000	8,759		8,759	(759)
30041502	524006 CONFERENCES	26,720	12,708	4,440	17,148	9,572
30041502	524030 SPECIALISTS	1,000			-	1,000
30041502	524134 SPEAKERS	2,250	1,100		1,100	1,150
30041502	524173 CONSULTANTS	3,934			-	3,934
30041503	543045 NON INSTR SUPPLIES	4,000		450	450	3,550
30041504	570031 MASS TEACHERS RETIREMENT	-	576		576	(576)
	3004 SPED PROGRAM IMPROVEMENT	45,904	23,143	4,890	28,033	17,871
Note: Grant website states \$576 was paid to MTRS 1/15 Must have money reimbursed						
3015 ACADEMIC SUPPORT SY #632						
FY'15						
30151501	514917 STIPENDS - TUTORS	4,488	4,488		4,488	-
	3015 ACADEMIC SUPPORT SY	4,488	4,488	-	4,488	-

Acton Boxborough Regional Schools
 FY'15 Grants
 6/30/2015 (as of 8/18/15)

		FY'15 Budget	Expenses Exp	Enc	Total Expenses	To Spend
3101 ESSENTIAL SCHOOL HEALTH SERVICES						
FY'15						
31011501	514044 NURSE	39,962	39,962		39,962	0
31011501	514705 NURSE, SUBSTITUTE	10,960	11,232		11,232	(272)
31011501	514913 STIPEND - R&D	1,200	1,200		1,200	-
31011502	524006 CONFERENCES, TRAVEL	2,600	2,494		2,494	106
31011502	524113 WEB CONSULTANT	2,749	2,873		2,873	(124)
31011502	524161 CONTR SVCS - TECHNOLOGY	1,900	1,866		1,866	34
31011503	543087 INSTR TECHNOLOGY	9,529	9,244		9,244	285
31011503	543064 SUPPLIES - OFFICE	800	830		830	(30)
	3101 ESSENTIAL SCHOOL HEALTH SVCS	69,700	69,700	-	69,700	(0)
3021 TITLE III ELA #180						
FY'15						
30211501	514011 ELA SUMMER TEACHER-ELEM	12,000	12,000		12,000	-
30211501	514064 ELA SUMMER TEACHER-SECONDAF	3,500	4,000	1,000	5,000	(1,500)
30211502	516001 SUMMER AIDES/PARAS	4,800	4,800		4,800	-
30211503	543035 INSTRUCTIONAL MATERIALS	2,443	2,098		2,098	345
30211504	524009 SPEAKER	350	350		350	-
30211505	543094 TEXTS, DICTIONARIES	100			-	100
30211506	524064 ELA ADULT INSTRUTOR	4,000	3,450		3,450	550
30211506	524129 TRANSLATION SERVICES	400	975		975	(575)
30211507	524164 PD TRAINER	3,000			-	3,000
30211508	543009 WIDA HANDBOOKS	300			-	300
30211508	543045 EXPENDABLE SUPPLIES	250			-	250
	3021 TITLE III ELA	31,143	27,673	1,000	28,673	2,470
<i>Note: Grant website states \$2,281 was paid to MTRS 1/15</i>						
3103 SOLAR OATA						
FY'15						
31031501	524113 PROFESSIONAL SERVICES	12,500	2,558		2,558	9,943
	3103 SOLAR OATA	12,500	2,558	-	2,558	9,943
TOTALS		1,634,910	1,598,732	5,890	1,604,622	30,288

Margaret Dennehy
District Treasurer
Acton-Boxborough Regional Schools
978-264-4700 x 3210

Date: October 5, 2015
To: Superintendent Glenn Brand
From: Margaret Dennehy
Re: Recommendation for VOTE at October 15, 2015 Acton-Boxborough Regional School Committee Meeting

Please place the following recommendation on the October 15, 2015 Regional School Committee agenda:

Recommendation to Authorize the Treasurer to Borrow in Anticipation of Revenue

The administration is recommending that the School Committee authorize the Treasurer, if necessary, to borrow in anticipation of revenue. The total amount of each borrowing must not exceed the amount reasonably required and must be justified by a cash flow projection. This amount must be approved by the Director of the Bureau of Accounts.

Proposed motion:

“Move to authorize the Treasurer to borrow in anticipation of revenue for the fiscal year beginning July 1, 2015, in accordance with the provisions of General Laws, Chapter 71, Section 16(d), and to renew any note or notes with the provisions of General Laws, Chapter 71, Section 16(d).”

October 7, 2015

To: Members of the ABRSC
From: Kristina Rychlik, Chair, ABRSC
Re: Future Calendar Discussions re: Vacations

At our last school committee meeting on October 1, 2015, there was sufficient interest by the committee to consider possible vacation alternatives to our current week off in February and week off in March.

A number of members felt that having a different schedule, for example a long weekend over Presidents' Day and a week off in March, has potential benefits for our students and families including an earlier release date in June.

This week, many of our fellow SC members "weighed in" on this subject on the MASC listserv. To summarize, a number of districts have or are considering it, and a number of districts were a bit more negative. Some felt that it was something that could succeed only if implemented statewide. Another district said their faculty was opposed to such a change due to not wanting different vacations from their spouses or children who work or attend school in another district.

We left the October 1st meeting with the charge that Glenn and I would decide how to proceed. To that end, I am proposing three options for us to consider. Common to all three options is my wish to keep this early phase of research, information gathering and community input separate from our regular business meetings, as it is not going to impact our 2016-17 calendar which we will be discussing in the coming months. In addition, I believe it has the potential to generate a great deal of discussion, which would be best addressed in a focused way and not at a regular business meeting with many other agenda items to cover. I am open to other ideas if you have any suggestions.

1. Begin the process of really researching this idea: reach out to other districts that have made this change, some that have made it and changed back (I know of one in CT), and others that have considered it. Conduct outreach to district faculty and staff, recognizing that such a change has contractual implications. Develop a cohesive set of benefits and drawbacks in a proposal that could be presented at a community forum or public hearing for the purposes of soliciting community feedback. Plan and run that meeting, summarize the feedback and come to the SC with a proposal on how to proceed. We will need a SC member to volunteer to lead this effort.
2. If we believe this is more likely to succeed if done at the state level, work to begin an initiative to make that happen. This will likely require work with other school committees and state legislators, and perhaps others. Again, will need a SC member to volunteer to lead this effort.
3. Decide not to proceed due to the obvious difficulties in being a lone district to change their schedule, contractual limitations and the potential for disruption of many of our programs that have evolved around our currently existing schedule (student exchanges, student chorus trips, sports schedules, etc.).

I look forward to discussing this with you at our next meeting on October 15th, 2015.



Acton-Boxborough Regional School District

16 Charter Road
Acton, MA 01720
978-264-4700 www.abschools.org

10.3

To: Acton-Boxborough Regional School Committee, Acton Finance Committee, Boxborough Finance Committee, Acton Board of Selectmen, Boxborough Board of Selectmen

From: Clare Jeannotte, Director of Finance, Acton-Boxborough Regional School District

Date: October 1, 2015

RE: Financial Reporting per the Regional Agreement (Section 11 and Appendix A, Item 4e)

Appendix A of the Agreement for a Regional School District for the Towns of Acton and Boxborough, Massachusetts (Regional Agreement), as revised effective July 1, 2004, under item 4 e states that:

“During each of the years from fiscal year 2015 to fiscal year 2019, the Region’s administration will report to the Regional School Committee and to the Finance Committee and the Board of Selectmen of each member town the per pupil costs of each elementary school. The purpose of this reporting will be to incentivize the convergence of per pupil costs at each elementary school. This reporting shall be made as part of the Annual Report described in Section 11.”

Section 11 of the Regional Agreement states that “The Committee shall on or before October 1 of each year submit an annual report to each of the member towns, containing a detailed financial statement, and a statement showing the method of computing the annual charges assessed against each town, together with such additional information relating to the operation and maintenance of the regional school as may be deemed necessary by the Committee or by the selectmen of any member town, and each member town shall include said report in its annual report.”

Thus, this section of the Annual Report is provided in accordance with the requirement of Appendix A, Item 4e.

Discussion:

The Region’s administration has worked with the Budget Subcommittee of the Acton-Boxborough Regional School District to determine a methodology for calculating per pupil costs

Our Mission is to prepare all students to attain their full potential as life-long learners, critical thinkers, and productive citizens of our diverse community and global society.

at each of the elementary schools in the region. These data are not currently calculated on a per school basis by the Department of Elementary and Secondary Education (DESE). To provide accurate reporting, consistent with the intent of the transition committee in drafting this requirement, we will report all expenditures that relate to student education directly, which includes expenditures for instructional services but excludes expenditures related to district leadership and administration, operation and maintenance of the plant, debt service, retirement and other fixed charges, programs with other school districts (e.g., out-of-district special education placements), and other related non-instructional expenditures.

Our approach will use data from the End-of-Year-Report (EOYR) for the fiscal year ended June 30, 2015 and the Student Information Management System (SIMS) data for October 1, 2014 counts of pupils in each school. We have decided to use the EOYR provided to the Department of Elementary and Secondary Education (DESE) as these data are reviewed by DESE, published and verifiable and, thus, provide the most accurate and transparent comparison across each of the elementary schools.

Because of this, however, the per pupil costs for each elementary school will not be available until at least January, but no later than March, 2016. Our EOYR is due to DESE by the end of October, 2015. DESE will then review the data and inform us of whether it is approved or whether information needs to be updated. In addition, agreed upon audit procedures are performed by our independent auditor under the guidelines published annually by DESE. Final approval from DESE typically comes in January or later the following year. Once we have approved data, we will compile the per pupil costs for each elementary school and share it with all of you and the public. Please let us know if you have any questions or concerns about this approach. To be clear, this is the approach we will use each year, so we will provide a general report like this one each October and then will provide an addendum the following January that provides the complete and approved data for the previous school year.

FOR INCLUSION IN THE ANNUAL REPORT:

As reported to each town at its 2015 Annual Town Meeting:

The Acton-Boxborough Regional School Committee created a sub-committee in the fall of 2013 to review the projected financial benefits of Regionalization proposed by the Regional School District Study Committee (RSDSC) and presented to both Town meetings in the spring of 2013.

Our Mission is to prepare all students to attain their full potential as life-long learners, critical thinkers, and productive citizens of our diverse community and global society.

The expectation is that the sub-committee will be in existence for five years. It currently consists of the following members:

- Acton Selectman - Janet Adachi
- Acton Finance Committee – Bob Evans
- Acton-Boxborough Regional School Committee– Michael Coppolino (Acton)
- Acton-Boxborough Regional School Committee – Mary Brolin (Boxborough)
- Boxborough Selectman – Vince Amoroso
- Boxborough Finance Committee – Jim Ham

The sub-committee held four public meetings in October, December, January and most recently, on March 26th [2015] and was supported by Central Office staff, including Superintendent Glenn Brand, Clare Jeannotte and Marie Altieri.

After reviewing in detail projected financial benefits, and comparing those with the budget approved by the Acton-Boxborough Regional School Committee to be presented here at Town Meeting, we concluded unanimously that: (1) the proposed FY '16 budget exceeds the Regionalization Study Group's projections, driven largely by lower than expected revenues, which accounts for approximately 60% of the discrepancy. In addition, expenses were higher, including significant increases in the District's OPEB contribution and Middlesex Retirement fees, as well as greater administrative costs attributable to State mandates, in particular the new educator evaluation system. And (2) the projected regionalization savings, cost cutting, and increased Regional transportation aid are accurate and consistent with estimates that were presented at both Acton and Boxborough Town Meetings in the Spring of 2013.

Massachusetts Board of Elementary and Secondary Education
75 Pleasant Street
Malden, MA 02148
Attn: Mr. Paul Sagan, Chair

Dear Mr. Sagan:

While the Acton Boxborough Regional School Committee believes in standardized assessments as but one indicator of learning and a useful tool that informs instruction, we urge the Board of Elementary and Secondary Education (BESE) to vote against state-wide implementation of the assessment tool developed by the Partnership for Assessment of Readiness for College and Careers (PARCC).

After attending public forums (including the hearings sponsored by DESE), reading available literature, and conferring with curriculum experts to better understand the assessment tool developed PARCC, we have observed the following:

- In 2010, the state asserted that PARCC is “as comprehensive and rigorous as our current assessment system (MCAS)”¹, yet no criteria or analysis supporting that claim has been made.
- In 2013, the State (or DESE) has asserted that “all indications to date [are] that PARCC will provide a better assessment system than MCAS”², yet no data or evidence to support that claim was ever made public. Nor were any of the “indications” enumerated. Given the statement quoted above, it appears that PARCC improved relative to MCAS, yet no descriptions of how these improvements were achieved were ever made public. Blog posts published in the literature handed out at the public hearing in Lynn on June 22, 2015 asserted the superiority of PARCC³, but provided no analytical evidence to support the claims.
- The alternative option of changing MCAS to be fully aligned with the MA 2010 standards was never publicly debated, nor was any explanation given as to why the state did not investigate that option.
- In 2013, the state decided to field test the PARCC tool without consideration for its comparison to MCAS, its effect on School and District Accountability Ratings, or its impact on the Educator Evaluation Process.

¹ Memorandum of Agreement signed by Governor Patrick, Secretary Reville, and Commissioner Chester

² DESE MASS Drive-in Conference, October 2013 slide 12

³ “A Walk in the PARCC Part 2: ELA” published by Match Education

- Since the field test was implemented, the state has not made public any of the data collected. The state recently voted to approve a “cut-off” for PARCC achievement, yet no data or analysis supporting that threshold was ever made public.
- We have yet to see any third party analysis of the test’s validity or appropriateness for the grade levels completed.

As such, we feel that the process by which the assessment tool developed by PARCC lacks the requisite public participation that would earn credibility in the public eye. We urge the BESE to vote against state-wide implementation of the PARCC assessment tool.

Sincerely,

Members of the Acton – Boxborough Regional School Committee

Memo

To: ABRSC

From: Kristina Rychlik

Re: Citizens' Petition re: Discontinuation of Common Core and PARCC scheduled for Acton Special Town Meeting (STM), November 10 & 12, 2015

Date: October 13, 2015

Dear fellow SC members:

As you know, I just received word on October 7th that the above STM is moving ahead. Due to the short amount of time between now and then, I wish to share a few thoughts in advance of our October 15th SC meeting in which we will have a full discussion of this petition.

I am doing so because the Acton town boards have requested our feedback regarding this petition, yet complying with the timing and Open Meeting Law requirements makes this challenging.

The petitioners will be presenting at the Acton Finance Committee meeting tomorrow night, October 14th, at 7:30 at the Public Safety Facility. I plan to attend, and I would welcome any of you to join me. While we have been asked to present our views on the petition to the FinCom at that time, I plan to decline, as we have not yet had a discussion as a full committee. I am comfortable speaking briefly if asked, simply to share that I am aware that I am aware of some significant concerns with the petition and that we will share more after our October 15th discussion.

Briefly, my thoughts on a plan for addressing this issue are as follows:

1. Discuss the petition at our October 15th meeting, solicit your feedback, and use that feedback to finalize a SC position statement regarding the petition.
2. Share that position statement with the Acton Finance Committee and Board of Selectmen. That may be done at our upcoming Acton Three Board Meeting on October 27th.
3. Read that position statement or present slides based on it at Acton STM (as requested by the Acton Town Manager).

Please come prepared Thursday with your thoughts on this matter, and if you are unable to attend, please feel free to share them with me in advance. Thank you.

PETITION FOR A SPECIAL TOWN MEETING

Pursuant to General Laws, Chapter 39, section 10.

TOWN Acton

SUBJECT OR SUBJECTS REQUESTED FOR ACTION AT THE MEETING:

(To be filled in by petitioners. If space is insufficient, attach additional page of description to each petition form before signatures are gathered.)

Article # : To see if the town will adopt a non-binding resolution supporting the discontinuation of the Common Core State Standards (Common Core) and the associated testing known as PARCC (Partnership of Assessment of Readiness for College and Careers) within the Acton-Boxborough Regional School District (ABRSD), and support the return to using the Pre-2011 Massachusetts standards in English Language Arts, Math, Science/Technology, and History/Social Science and associated testing known as Massachusetts Comprehensive Assessment System (MCAS).

WHEREAS: The Commonwealth of Massachusetts has had the highest educational standards in the country for decades because of effective policy voted into law by our elected state representatives;

WHEREAS: The Acton-Boxborough Regional School District has been consistently rated as one of the best in the Commonwealth, and

WHEREAS: The Common Core State Standards and associated testing, Partnership for Assessment of Readiness for College and Careers (PARCC) have been implemented without parental input and threaten parental control of their children's education; and

WHEREAS: Education is most effectively handled at the local level, where teachers, administrators and parents can have direct control over school curriculum, frameworks testing, and policy.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. This Town Meeting opposes the use by the Acton-Boxborough Regional School District of Common Core and the associated testing known as PARCC.
2. This Town Meeting urges the ABRSD to discontinue the use of Common Core and PARCC and to return to the use of the Pre-2011 Massachusetts standards in English Language Arts, Math, Science/Technology, and History/Social Science and associated testing, known as MCAS.
3. This Town Meeting is opposed to standardized testing implemented more than twice per year for grades 3-8 and 10, not to exceed 4 days per year of mandatory testing, except for grades 5, 8 and 10, which may have one additional day of testing.
4. This Town Meeting opposes the use of any state or federal educational programs or testing unless such programs are reviewed and approved by the ABRSD School Committee with input from local teachers, administrators and parents.
5. This Town Meeting opposes the adoption of any educational programs linked to potential funding sources.

SUMMARY

While the 1993 Education Reform Act was locally developed, thoroughly vetted, vigorously debated, voted on and signed into law by our own elected representatives and Governor Weld, the Common Core standards went through no such process. As explained by the Pioneer Institute: "The Common Core State Standards Initiative has never been state-led, and states are not finding it easy to withdraw from the commitments made by their state boards of education, governors, and commissioners of education. The federal government will monitor what states do through its waiver-granting process and the Common Core-based assessments developed by the federally-funded assessment consortia. No mechanism exists for revising Common Core's standards."

By linking Race-to-the-Top grant funds to the implementation of Common Core State Standards and to No Child Left Behind waivers, the federal government is in violation of three federal laws: The Elementary and Secondary Act (1965), the Department of Education Organizational Act (1979), and the General Education Provisions Act (GEPA) all contain language prohibiting the federal government from requiring specific academic content or standards in exchange for federal funds. From the GEPA: "No provision of any applicable program shall be construed to authorize any department, agency, officer, or employee of the United States to exercise any direction, supervision, or control over the curriculum, program of instruction, administration, or personnel of any educational institution, school, or school system, or over the selection of library resources, textbooks, or other printed or published instructional materials by any educational institution or school system..."

Additionally, the U.S. Constitution (Amendment 10) and the Massachusetts Constitution (Article 3) maintain that education is a power reserved to the states and their citizens within local communities. Yet, state legislatures or state school boards have no ability to revise or change the Common Core State Standards.

According to a USA Today article from June 2014, Massachusetts spent nearly \$18 billion on education in 2012. Our governor and state education commissioner agreed to adopt Common Core before the final draft was completed in exchange for a \$250 million Race to the Top grant that was spent over a few years. That represents less than 2% of one year's education spending. The Acton-Boxborough Regional School District did not apply for any of these funds, as it was determined that the cost would outweigh the benefits.

Some states (e.g., New York) are now rejecting the entire system and reassessing by placing a legal moratorium on all or part of the changes in lessons and/or standardized testing. In New York state, more than 200,000 third through eighth graders, representing 20% of eligible students, declined to take the exams this year. In a number of districts, students who refused to take the tests outnumbered those who did (NY Times, August 20, 2015).

Massachusetts House Bill 340 proposes a moratorium on high-stakes testing and has been proudly sponsored by Acton's State Senator James Eldridge. The citizens of Acton who vote in favor of this Citizen's Petition will make an important difference in our schools and send a clear message to the State House: We can best support our students and teachers by maintaining local control and minimizing standardized testing.

Scott Smyers, Corinne Hogsath and Others

SIGNER INFORMATION

INSTRUCTIONS TO SIGNERS

For your signature to be valid, you must be a registered voter in the town and your signature should be written substantially as registered. Do NOT sign more than one petition for the same subject.

If you are prevented by physical disability from writing, you may authorize some person to write your name and residence in your presence.

If you have NOT moved since January 1 of this year, you need complete only columns I and II.

If you HAVE moved since January 1 of this year, you must complete columns I, II and III.

SIGNER'S STATEMENT

We, the undersigned, are qualified voters of the Town of Acton, and in accordance with the provisions of law, request a special town meeting for the purposes above.

CHECK

I SIGNATURES to be made in person with name substantially as registered.

II NOW LIVING AT (Street & number, if any)

PREC.

III RESIDENCE ON JANUARY 1, 19____ If different (Street & number, if any)(City or town)

Sent to Acton Town Manager 12.0
8/13/15

Article #___: To see if the town will vote to discontinue the use of the Common Core State Standards (Common Core) and the associated testing known as PARCC (Partnership of Assessment of Readiness for College and Careers) within the Acton-Boxborough Regional School District (ABRSD), and return to using the Pre-2011 Massachusetts standards in English Language Arts, Math, Science/Technology, and History/Social Science and associated testing known as Massachusetts Comprehensive Assessment System (MCAS).

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Scott Smyers, Corinne Hogseth, Deborah Brissenden and Others

Office of the Superintendent
Acton-Boxborough Regional School District
(978) 264-4700 x 3206
www.abschools.org

To: Parents and Guardians
From: Dr. Glenn A. Brand, Superintendent of Schools
Date: October 2015
Re: No School, Delayed Opening & Emergency Release Procedures

Our goal as a school system is to ensure that our school campuses and facilities are safe for students to attend each day. While every effort will be made to achieve this goal, there will be times when conditions beyond our control, including weather and/or environmental factors, might force a decision to release school early, delay the opening of school or cancel school all together. This information is provided in an effort to clarify the plans that will take effect when the holding of school is impacted.

The Decision-Making Process

The Superintendent is responsible for deciding when to cancel, delay or close our schools. This decision-making process, however, is influenced by a number of factors including consultation with the Department of Public Works in Acton and Boxborough, local public safety officials and our own facilities and transportation offices. The Superintendent will make a determination between approximately 5:00 and 5:30 a.m. regarding any school closure or delays for the day.

Communication

If schools are closed or delayed, the information will be disseminated through the following means:

- District website (www.abschools.org)
- ConnectEd (automated system that places calls to home and cell phone numbers provided to PowerSchool)
- Superintendent's Twitter Account @SuperABRSD
- Local media including WBZ; Channel 7 WHDH Channel 5 WCVB and FOX 25.

If you would like to change your contact information, including phone number(s) and/or email, or if you would like to opt out of the ConnectEd notifications, please update your information in the PowerSchool Parent Portal at <https://absis.ab.mec.edu>

Delayed-Opening Announcement

If extra time is deemed necessary to safely clear roads and sidewalks, a decision will be made to shorten the day through a "Delayed-Opening." Once this decision is made, usually either a "1-Hour" or "2-Hour" Delayed-Opening will be announced.

Under such conditions, the following will apply:

- Transportation will begin their schedules and pick-up times as close to the delayed time of opening as possible. For example, if a bus run begins at 6:45 a.m. on a regular school day and a two-hour delay is called then that bus will aim to pick-up students at 8:45 a.m.
- Schools will be dismissed at their regular times.
- Meals will be served at their regular times in the cafeteria.
- Kindergarten a.m. sessions and Preschool a.m. sessions will be cancelled.
- Community Education Extended Day will open on a delayed schedule. All after-school activities and programs will operate under their normal schedule.
- School offices will open either one or two hours later depending on the delay announced.

School Closure

If the decision is made to cancel school for the day a “No School” announcement will be made and all schools and programs within the Acton-Boxborough Regional School System will be closed. An emergency notification system will be used to contact home phones, cell phones and emails provided by parents/guardians through PowerSchool at 6:00 a.m.

If a “No School” decision is made then the following will apply:

- All classes Prek-12 and school activities will be canceled for the day, unless otherwise notified. This will include all before and after school activities, sports and extra-curricular events.
- All after school and evening meetings will be cancelled unless an exception is made.
- All Community Education programs will be cancelled.
- Transportation of students to out-of-district schools will be cancelled when the Acton-Boxborough Regional School District is closed.
- All school offices will be closed.
- The Central Office and the Department of Pupil Services, Technology and Maintenance and Facilities will be open unless stated otherwise.

Emergency Release

Once students arrive at school and the buildings are open, every effort will be made to operate a normal schedule and release students at the normally scheduled time. However, in the event of severe weather or other emergency conditions it may be necessary for the Acton-Boxborough Regional Schools to release students before the end of the school day. If such a decision needs to be made then the emergency notification system will be used to alert parents and guardians.

Please have a plan in place with your child who might arrive home early on these unusual occasions.

To: Glenn Brand
 From: Larry Dorey
 Re: Discipline Report for September, 2015
 Date: 9/30/2015

There were 16 discipline referrals to the administration during the month of September, 2015. This total is up from 11 last year. 4 students were suspended this month, while 3 students were suspended during September, 2014

Suspensions for September, 2015

Infraction	2011	2012	2013	2014	2015
Alcohol Possession/Use	2		2		3
Disruptive Uncooperative					1
Drug Possession/Use	1				
Fighting			2		
Harassment	1				
Leaving	1				
Physical Assault	1	1			
Threatening					
Truancy Issues	1				
Vandalism			1	3	
Total	7	1	5	3	4

A list of all infractions for the month of September, 2015 appears on the backside of this page.

c: JoAnn Campbell

Other Infractions for September, 2015

Infraction	2011	2012	2013	2014	2015
Abusive/Obscene Language	2				
Alcohol Possession/Use	2		2		3
Bus Discipline Issue					
Chem H-Alcohol	6			4	1
Computer Use Violation			6		
Disrespectful			1	1	
Disruptv./Uncoop/Behav.	1	2			3
Drug Possession/Use	1				
Fighting			2		
Harassment	1				1
Leaving School Grounds	2	6	4		
Other	6	1		1	
Out-of-School Issue		1	2		
Parking Violations		1			
Physical Aggression	3	1	2		
Physical Assault	1				
Tardy		1			
Teasing	4	1			
Truancy	5	8	5	1	8
Vandalism			5	4	
Total	32	22	29	11	16

R.J. Grey Junior High School

To: Glenn Brand
 From: Allison Warren and James Marcotte
 Re: Discipline Report for September 2015
 Date: October 8, 2015

There was 1 discipline referral reported to the Administration during the month of September.

	<u>Sep-10</u>	<u>Sep-11</u>	<u>Sep-12</u>	<u>Sep-13</u>	<u>Sep-14</u>	<u>Sep-15</u>
<i>Total Discipline Referrals Reported</i>	14	13	15	8	13	1


	<u>Sep-10</u>	<u>Sep-11</u>	<u>Sep-12</u>	<u>Sep-13</u>	<u>Sep-14</u>	<u>Sep-15</u>
Total Suspensions	6	1	5	1	2	0
Disrespectful /inappropriate/disruptive behavior		1	3			
Drug-related incident			2			
Fighting	2					
Physical aggression	1			1	2	
Threatening	3					
Truancy Issues						

	<u>Sep-10</u>	<u>Sep-11</u>	<u>Sep-12</u>	<u>Sep-13</u>	<u>Sep-14</u>	<u>Sep-15</u>
Total Other Infractions	25	12	10	7	11	1
Abusive language/profanity			1			1
Bus discipline			1		2	
Class/school truanancies						
Disruptive behavior (classroom, cafeteria, hallway)	19		3	1	3	
Disruptive/Uncooperative Behavior		8		1	1	
Harassment/bullying/teasing			2			
Non-compliance with school rules	4	3	2	5	4	
Physical aggression		1	1		1	
Teasing	2					
Threatening						
Vandalism						

The referrals/concerns generally were quickly resolved and no further intervention was required.

**MONTHLY REPORTING OF
ELL STUDENT POPULATION BY SCHOOL**
Acton-Boxborough Regional School District
October 1, 2015


Category	Total as of 6/1/2015	Additions	Subtractions	Total as of 10/1/2015
ABRHS	16			16
Blanchard	9			9
Conant	36			46
Douglas	41			34
Gates	28			45
McCarthy-Towne	40			37
Merriam	29			28
RJG JHS	13			7
TOTAL	212			222



ACTON-BOXBOROUGH REGIONAL SCHOOL DISTRICT


District-wide School Council Orientation

October 5, 2015



Welcome and Introductions


- Glenn Brand, Superintendent
- Principals:
 - JoAnn Campbell, ABRHS
 - Andrew Shen, RJGJHS
 - Dana Labb, Blanchard
 - Damian Sugrue, Conant
 - Chris Whitbeck, Douglas
 - Lynne Newman, Gates
 - David Krane, McCarthy-Towne
 - Ed Kaufman, Merriam



Background

- Belief that the school is the center of educational change and improvement
- Involvement of those directly within the school community in developing an improvement plan is the best way to strengthen commitment
- School Councils and the School Improvement Planning process are important entities for helping drive our schools and district forward


Tonight is about providing a common understanding of School Councils, their function and link with school improvement as it relates to the MA General Law



What Does Education Reform Seek?

The 1993 Education Reform Act:

- Changes relationships in school
- Participatory site-based management
- Placement of the school at the center of planning, goal-setting and budgeting review for school improvement
- Allowance for teachers and administrators to work with parents & community to become more responsive to the needs of the school's population
- Belief that a council can enhance the commitment to improve the school and supportive of the school system




What is a School Council?

- Established by Massachusetts General Laws Ch. 71, Section 59C and as part of Education Reform
- A representative, school-building-based committee composed of the principal, parents, teachers, community members and, at the secondary level, students
- An authentic way to engage schools and their communities

"School councils are the part of the Education Reform Law of 1993 that best ensures the meaningful involvement of parents and community members. In that regard, I consider it to be one of the most important provisions of the law and one that schools need to implement aggressively."

David P. Driscoll, Former Commissioner of Education



What Authorizes School Councils at the Local Level?

ABRSD Policy BDFA, "School Councils"

"The School Committees believe that the school is the key unit for educational improvement and change and that successful school improvement is best accomplished through a school-based decision-making process. By involving those directly affected by any action or decision of the school council in the process of determining that action or decision, it helps to strengthen the commitment to those decisions by those most affected by its implementation"

What Makes an Effective School Council?



1. Primary focus on school improvement
2. Issues identified that have an impact on the school level and that are within the purview of the Council's authority
3. Collegiality and a willingness to have open discussions

Legal Responsibilities



A. Establishment of Councils:

- Each public elementary, secondary and independent vocational school in the Commonwealth must have a council
- The principal must be one of the two co-chairs of the council with the other co-chair selected by the council
- The principal has the responsibility for defining the composition and overseeing the formation of the council
- By design, councils must consist of teachers, parents and community members

Legal Responsibilities



B. Membership

- The law leaves it up to each principal "pursuant to a representative process approved by the superintendent and school committee" to define the size and composition
- The process used needs to be fair, open and without influence
- Non-school members may be recruited by principals directly

The law makes three stipulations about membership:

1. Parents shall have parity with professional personnel and the number of parents must be equal to the number of teachers
2. Not more than 50% of the council shall be non-school members (those other than parents/teachers, students and staff)
3. If a parent of a child attending the school also serves as a teacher at the school, he/she can only serve as a teacher member of the council.

Selection and Composition



- The law is silent on the issue of the term of office leaving it up to the principal to decide
- Parent members are to be selected by the parents of students attending the school and, by intent of the law, elections are held by the local PTO/PTSO/PTFs
- Teacher members are to be selected by the teachers in the school

Role of School Councils



The MA General Law as well as School Committee policy outlines four major areas of responsibility for councils to assist principals in:

1. Adopting educational goals for the school that are consistent with local educational policies and statewide performance standards
2. Identifying the educational needs of students attending the school
3. Reviewing the annual school building budget
4. Reviewing and providing input into the School Improvement Plan

Within the high school, councils can also review the student handbook.

Role of the Principal within the School Council



- Co-Chair of the Council
- Promote participatory decision-making
- Establish school/community partnerships
- Provide information to help advance resources for instructional improvement, materials, and financial support

What is the Council's Role in School Budgeting?



•The law specifies that the school council shall assist the principal in the review of the annual school budget

•"Review" means reading through the documents that describe the budget in order to understand the implications for items in the school improvement plan

School Committees vs. School Councils



School Committees:

- Municipal/regional elevated legislature for schools
- Sets policy and the budget
- Engages in collective bargaining and establishes contracts
- Oversees the policy(s) around electing school councils

School Councils:

- Element of site-based management
- Primary goal of empowering parents
- Advisory Role
- Hold the potential to be very effective

Responsibilities of School Council Members



1. Focus on the interests of the school and all of its students
2. Stay informed on issues that affect student success and achievement
3. Attend and participate in all meetings
4. Communicate regularly with the population they represent
5. Promote participation in the school's improvement plan
6. Seek to reach consensus in the decision-making of the council

School Council Members are "public officials" and, as such, are subject to conflict of interest provisions.

School Councils and Operations



School Councils must comply with the Open-Meeting Law. *What does this mean in practice?*

- Hold all meetings in public and allow anyone to attend
- Post a notice of each meeting on the school website at least 48 business hours prior to the meeting
- Keep minutes indicating the date, time, place, members present and absent, actions taken, and a list of documents used
- Adhere to a quorum which is to be defined as a majority of the council members
- All documents used at meetings are subject to Public Records Law
- Do not exclude interested observers

Running Effective School Council Meetings



- Determine the dates and times of meetings at the beginning of each year
- Develop a focused agenda and distribute materials in advance
- Post minutes and distributed copies. A portion of a website of the school's main page is a good idea.
- Form subcommittees to address specific goals and/or tasks as appropriate
- Use consensus as the primary method to resolve issues and make recommendations
- Refer to Robert's Rules of Order for questions of procedure


School Improvement Plans



The fundamental role of the school council is to assist in the development of each school's improvement plan.


The district has two procedures that govern these plans:

1. School Improvement Plans, File: BDFA-R-1
2. Submission and Approval of the School Improvement Plan, File: BDFA-R-2

The Improvement Plan Contents 


Each school improvement can include topics such as the following:

- Educational goals developed with the needs of the school in mind
- Student assessment
- Program implementation
- Values of the school
- A focus on student learning
- Professional learning for the school's staff
- Parental involvement in the life of the school, safety, and discipline
- The diverse learning needs of every child
- Alignment with the district's strategic plan while also identifying those needs at the individual school level


Submission and Approval of the School Improvement Plan 

According to the School Committee procedure:

- The plan shall be submitted by the Principal to the Superintendent for review and approval by June 1st of each year
- If the school improvement plan is not approved, the plan may need to be revised with the Superintendent working in conjunction with the Principal and the school council.

**School Improvement Plan Schedule
2015-2016 School Year** 

- School Councils review the current school improvement plan throughout the fall
- The 2016-17 Plan should be developed through the late winter and into the spring
- Final plans will be due to the Superintendent by June 1, 2016 for approval
- School Improvement Plans will be presented to the School Committee beginning in September, 2016
- Presentations ideally will be done by representatives of each School Council

Questions 

PART I ADMINISTRATION OF THE GOVERNMENT**TITLE XII** EDUCATION**CHAPTER 71** PUBLIC SCHOOLS**Section 59C** School councils; members; meetings; duties

Section 59C. At each public elementary, secondary and independent vocational school in the commonwealth there shall be a school council consisting of the school principal, who shall co-chair the council; parents of students attending the school who shall be selected by the parents of students attending such school who will be chosen in elections held by the local recognized parent teacher organization under the direction of the principal, or if none exists, chosen by a representative process approved by the school committee. Said parents shall have parity with professional personnel on the school councils; teachers who shall be selected by the teachers in such school; other persons, not parents or teachers of students at the school, drawn from such groups or entities as municipal government, business and labor organizations, institutions of higher education, human services agencies or other interested groups including those from school age child care programs; and for schools containing any of the grades nine to twelve, at least one such student; provided, however, that not more that fifty percent of the council shall be non-school members. The principal, except as otherwise provided herein, shall have the responsibility for defining the composition of and forming the group pursuant to a representative process approved by the superintendent and school committee and for convening the first meeting no later than forty days after the first day of school, at which meeting a co-chairman shall be selected. School councils should be broadly representative of the racial and ethnic diversity of the school building and community. For purposes of this paragraph the term "non-school members" shall mean those members of the council, other than parents, teachers, students and staff of the school.

Nothing contained in this section shall require a new school council to be formed if an existing school council fulfills the intent of this section, the parent and teacher members thereof were selected in a manner consistent with the provisions of this section and the membership thereof complies with the aforesaid fifty percent requirement.

Meetings of the school council shall be subject to the provisions of sections twenty-three A, twenty-three B and twenty-three C of chapter thirty-nine.

The school council, including the school principal, shall meet regularly and shall assist in the identification of the educational needs of the students attending the school, make recommendations to the principal for the development, implementation and assessment of the curriculum accommodation plan required pursuant to section 38Q1/2, shall assist in the review

of the annual school budget and in the formulation of a school improvement plan, as provided below. Parent advisory councils, established under section 3 of chapter 71A, may, at their request, meet at least once annually with the school council.

The principal of each school, in consultation with the school council established pursuant to this section, shall on an annual basis, in conformity with the provisions of section 11 of chapter 69, develop and submit for approval by the district superintendent a plan for improving student performance. Said plan shall be prepared in a manner and form prescribed by the department of education and shall conform to any policies and practices of the district consistent therewith.

Nothing contained in this section shall prevent the school committee from granting a school council additional authority in the area of educational policy; provided, however, that school councils shall have no authority over matters which are subject to chapter one hundred and fifty E.

SCHOOL COUNCILS

The School Committees believe that the school is the key unit for educational improvement and change and that successful school improvement is best accomplished through a school-based decision-making process. By involving those directly affected by any action or decision of the school council in the process of determining that action or decision, it helps to strengthen the commitment to those decisions by those most affected by its implementation.

Under this policy, the Principal shall have primary responsibility for the management of the school. Decisions which are made at the school level must be aligned with the budget, policies, curriculum, and long-range and short-range goals adopted by the School Committees. In addition, decisions must comply with any state and federal laws and regulations and with any negotiated agreements of the school districts.

As enacted by the state legislature in the Education Reform Act of 1993, a school council shall be established in each school to advise the Principal in specific areas of school operation. The Principal, except as specifically defined in the law, shall have the responsibility for defining the composition of and forming the group pursuant to a representative process approved by the Superintendent.

The following guidelines define the role of the school council:

The School Council shall meet regularly with the Principal of the school and shall assist in:

1. Adoption of educational goals for the school that are consistent with state and local policies and standards.
2. Identification of the educational needs of the students attending the school.
3. Review of the school building budget.
4. Formulation of a school improvement plan in accordance with state statutes which is implemented only after the Superintendent's approval.

LEGAL REFS.: M.G.L. 71:38Q, 71:59C

SCHOOL IMPROVEMENT PLAN

Each Principal, in conjunction with the School Council, shall be responsible for preparing a written school improvement plan annually. This plan shall be written with the advice of the School Council and submitted for approval to the Superintendent. The plan should be drafted with the following in mind:

1. Educational goals developed with the needs of the school in mind.
2. A focus on student learning with plans around improvement.
3. Professional learning for the school's staff.
4. Parental involvement in the life of the school, safety, and discipline.
5. The diverse learning needs of every child.
6. Any further subjects as the Principal, in consultation with the school council, shall consider appropriate, except that:
 - a. The council shall have no authority over matters that are subject to Chapter 150E, the collective bargaining law, and
 - b. The council may not expand the scope of its authority beyond that established in law or expressly granted by School Committee policy.

10/2/15

SUBMISSION AND APPROVAL OF THE SCHOOL IMPROVEMENT PLAN

The written school improvement plan shall be submitted by the Principal to the Superintendent for review and approval by June 1st of each year. The Superintendent shall make copies of the plans for the School Committee's review.

It is important that the school council be aware of the expectations regarding the school improvement plan. The school improvement plan should:

1. Focus on student learning.
2. Describe expected student outcomes and observable results.
3. Align with the mission of the School Districts and any goals and policies of the School Districts.
4. Be consistent with state and federal law, School District policy, established curriculum and negotiated agreements.
5. Identify implementation plans.
6. Provide annual progress report including analysis of student performance.

If the school improvement plan is not approved by the Superintendent, it shall be returned to the Principal with specific comments as to the reason(s). The Principal shall revise the plan in cooperation with the School Council, and resubmit it for approval.

10/2/15

CONDUCT OF SCHOOL COUNCIL BUSINESS

The Principal shall, by law, serve as co-chair of the council. The second co-chair will be elected annually by the council members at its first meeting of the school year subsequent to the elections of new council members. The co-chairs will be responsible for the preparation of the agenda for the council meetings.

It is recommended that the school council meet a minimum of 6 – 8 times during the school year. Meetings will be held outside of school hours. At its first meeting of the school year, the council will set its calendar of regular meetings for the year. Where circumstances warrant, the council may choose to call additional meetings.

School councils shall use consensus as the primary method to resolve issues and to formulate recommendations. Votes by majority may be taken at the discretion of the Principal and Robert's Rules of Order shall prevail if there are questions of procedure.

All meetings of the School Council shall conform to the Open Meeting Law, Sections 23 A, B, and C, which stipulate that all meetings be open to the public, that meetings be posted at least 48 hours in advance, and that minutes of the meeting shall be maintained as required. The scope of the school council does not require, and therefore does not qualify for, executive session.

Agendas and approved minutes for all School Council meetings shall be posted on the school's website, ideally located within a specific section for School Council business.

10/2/15

2015-16 FAMILY LEARNING SERIES

*Acton-Boxborough Regional School District's
CURRICULUM & ED TECH DEPARTMENTS and SCHOLASTIC EDUCATION
Proudly present literacy expert and nationally recognized speaker,*

Matt Glover



Please note:

THIS EVENING IS SPECIALLY DESIGNED FOR ADULTS ONLY SO WE CAN TALK ABOUT OUR HOPES, DREAMS AND CHALLENGES FOR OUR CHILDREN!

DATE: Thursday, October 29, 2015

TIME: 7:00 – 8:30 p.m.

LOCATION: R.J. GREY JUNIOR HIGH SCHOOL, 16 CHARTER ROAD ACTON, MA 01720

TOPIC: - Early Literacy Learning, Pre-K to Grade 2

Matt is a full time educational consultant and coauthor of numerous literacy texts including:

**I am Reading, Engaging Young Writers, Projecting Possibilities for Writers,
and Already Ready.**

Matt is a nationally known literacy consultant and frequent presenter at conferences and in school districts on topics related to nurturing writers and supporting children's intellectual growth and development. Matt has been an educator for over 20 years, including 12 years as the principal and instructional leader of Creekside Early Childhood School. Matt lives in Cincinnati, Ohio with his wife and four children.

QUESTIONS? Please contact ABRSD Curriculum Department 978-264-4700 x 3213