



Acton-Boxborough Regional School
Committee Meeting

September 8, 2022

6:30 p.m.

Administration Building Auditorium
15 Charter Road, Acton

ACTON-BOXBOROUGH REGIONAL SCHOOL COMMITTEE (ABRSC)
MEETING AGENDA

Administration Building Auditorium
15 Charter Road, Acton
To view only: <https://www.youtube.com/actontv1>

September 8, 2022
6:30 p.m.

-
1. **Call to Order (6:30)**
 2. **Chairperson's Welcome - Kyra Cook**
 - a. **Public Participation**
 - b. **Superintendent's Update - Peter Light**
 3. **Guests & Presentations (6:40)**
 - a. AB Revolution logo design
 4. **New Business (6:45)**
 - a. Discussion of assuming responsibility and oversight for the planning and development of the junior high school technology education program.
 5. **ONGOING BUSINESS (7:00)**
 - a. **Consent Agenda/Action Items**
 - i. Approval of ABRSC Meeting Minutes of 08/25/22 - **VOTE** - Kyra Cook
 - ii. Recommendation to Approve grants from Eastern Bank of \$2,000 and United Way of \$7,000 to A-B Community Education - **VOTE** - Kyra Cook
 - iii. Recommendation to Approve new RJ Grey Junior High Student Activity Club - **VOTE** - Kyra Cook
 - b. **Subcommittee and Member Reports**
 - i. Pool Renaming
 - c. **Statement of Warrants and Recommendation to Approve - VOTE - Kyra Cook**
 6. **FYI**
 - a. **ABRSC FY23 Subcommittees and Assignments**
 - b. **Division of Open Government August 2022-Confidentiality of Executive Session Discussions and Recent Open Meeting Law Determination Highlights**
 7. **Adjourn (7:15)**

Posted on 9/2/2022 at 4:30 p.m.

NEXT MEETINGS:

September 22 & October 6 ABRSC at 7:00 p.m. in the Admin Building Auditorium



Acton-Boxborough Regional School Committee

Meeting Agenda Item Summary

MEETING DATE	09-08-22	AGENDA ITEM NUMBER	2.
AGENDA ITEM TITLE	Chairperson's Welcome		
PRESENTER(S)	Kyra Cook		
SUMMARY OF TOPIC	<p>The Chair welcomes members and the public to the meeting. The Chair is also required to state if the meeting is being taped. Acton TV tapes and broadcasts most School Committee meetings.</p> <p>Individuals who wish to view the meeting, but do not wish to speak may do so by using the YouTube Link posted on the agenda.</p>		

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

If formal action is requested, include a suggested motion or contact Julie LaLumiere.

APPROX AGENDA TIME	5 min
FOLLOW-UP	



Acton-Boxborough Regional School Committee

Meeting Agenda Item Summary

MEETING DATE	09-08-22	AGENDA ITEM NUMBER	2. a
AGENDA ITEM TITLE	Public Participation		
PRESENTER(S)	Kyra Cook		
SUMMARY OF TOPIC	Policy <u>BEDH</u> , permits members of the public to speak for up to 3 minutes on items not included on the agenda. Comments regarding items on the agenda would be made during that part of the meeting. The Committee/Administration typically does not respond to comments during public participation.		

WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?	
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	with the request that the School Committee take action immediately

If formal action is requested, include a suggested motion or contact Julie LaLumiere.

SUGGESTED MOTION	
APPROX. AGENDA TIME	10 min.
ATTACHMENTS	none



Acton-Boxborough Regional School Committee

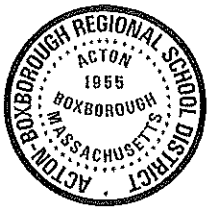
Meeting Agenda Item Summary

MEETING DATE	09-08-22	AGENDA ITEM NUMBER	2. b
AGENDA ITEM TITLE	Superintendent's Update		
PRESENTER(S)	Peter Light		
SUMMARY OF TOPIC	Bi-weekly Superintendent's Update. This is brought to the meeting and posted to our website for families and community the following day.		

<u>WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?</u>	
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	with the request that the School Committee take action immediately

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



Acton-Boxborough Regional School Committee

Meeting Agenda Item Summary

MEETING DATE	09-08-22	AGENDA ITEM NUMBER	3. a
AGENDA ITEM TITLE	Presentation		
PRESENTER(S)	Peter Light		
SUMMARY OF TOPIC	District will share new AB Revolution logo		

WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?	
<input checked="" type="checkbox"/>	No action requested - this is a short update or presentation of information
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If formal action is requested, include a suggested motion or contact Julie LaLumiere.

APPROX AGENDA TIME	5 min.
FOLLOW-UP	
ATTACHMENTS	Brought to meeting



Acton-Boxborough Regional School Committee

Meeting Agenda Item Summary

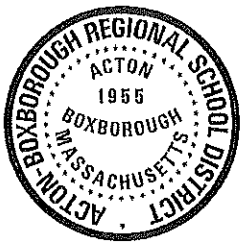
MEETING DATE	09-08-22	AGENDA ITEM NUMBER	4. a
AGENDA ITEM TITLE	New Business		
PRESENTER(S)	Peter Light		
SUMMARY OF TOPIC	This is a preliminary discussion of assuming responsibility and oversight for the planning and development of the JHS Technology Education Program that is currently run through Minuteman Regional Vocational Technical High School.		

<u>WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?</u>	
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If formal action is requested, include a suggested motion or contact Julie LaLumiere.

APPROX AGENDA TIME	15 min.
FOLLOW-UP	If the Committee is inclined to support the recommendation of the Administration, we request a vote to withdraw from the Minuteman Regional Vocational Technical Jr. High School Technology Education Program.
ATTACHMENTS	Memo, Intergovernmental Agreement Between the Minuteman Regional Vocational Technical School District Committee and the Acton-Boxborough Regional School Committee

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



Acton-Boxborough Regional School District

15 Charter Road Acton, MA 01720

978-264-4700

www.abschools.org

Peter J. Light

Superintendent of Schools

To: Acton-Boxborough School Committee
From: Peter Light, Superintendent of Schools
Re: STEAM-Related Planning and Middle School Programming
Date: September 2, 2022

This year I will be working with Assistant Superintendent Deborah Bookis to develop a vision for expanding STEAM education within our District, and at each grade level. This work is a continuation of the District's work around elementary STEAM education that took place prior to the pandemic. Our goal is to deepen and enhance opportunities to participate in a range of exciting STEAM-related programs within all of our schools. We have begun to create momentum in this area with the addition of STEAM coaches, and building out STEAM-labs at our elementary schools - starting with the two spaces included in the new Boardwalk Campus.

The multi-year plan that we are designing will involve designs for STEAM programs at the Junior High and High School. With that in mind, it is important to examine what programs and activities already exist at those schools and can serve as important aspects of our plans. At RJ Grey, the Minuteman Tech Outreach program in both the 7th and 8th grade has been central to engaging students in various aspects of engineering design and project-based learning.

Starting in 1998, Acton-Boxborough has hosted two full-time teachers at the Junior High who provide the Minuteman Outreach course to all students in the school. This arrangement was established to strengthen the connection between the Acton and Boxborough communities and the vocational school that (at the time) served both communities. The purpose of this partnership was and is to provide a curriculum that aligns with Minuteman's course goals and provide a meaningful preview of Minuteman programming and curricular offerings. The teachers are also ambassadors for Minuteman and are expected to support outreach efforts to students in the school who may consider applying to Minuteman. The two teachers who teach these classes are considered members of the RJ Grey staff, though they are officially employees of the Minuteman Regional School District. They are evaluated by Minuteman administrators and they are paid by the MRSD. The RJ Grey administrators work directly with the teachers and provide daily supervision and support, and collaborate with Minuteman administrators when necessary.

Units in the Minuteman Tech Exploratory courses have included, but not limited to, building air powered rockets to teach about lift, thrust and drag (aerodynamics), mag-lev trains and frictionless travel, building homemade audio speakers to learn about electromagnetism, and handheld reachers that ask students to practice the engineering design process and learning about assistive devices. Students typically attend the Minuteman Tech exploratory course for one semester (45 class meetings) in each year at RJ Grey.

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

In order for ABRSD to fully realize a coherent PreK-12 STEAM experience for our students, it is important that the curriculum be vertically aligned and span our entire grade range. The curricular and scheduling space that the Minuteman exploratory courses currently occupies would be the ideal starting point for the Junior High in terms of its participation in our K-12 vision and expansion of STEAM education. The infrastructure exists for us to build upon and adapt the ideas that are currently embedded at RJ Grey and can contribute to the larger goals that we have in the District. With this in mind, I believe it would be appropriate and prudent to consider withdrawing from the Minuteman Outreach program and allow our District the flexibility to expand and adjust this aspect of the RJ Grey curriculum to align with our broader vision.

When considering a withdrawal from the Minuteman Outreach program, the School Committee should be aware of the following:

- The cost of the program (salaries and benefits for the two teachers, supplies and materials) is paid for by ABRSD and is billed by Minuteman to the District, and is factored into the District's annual assessment by the Town of Acton
- The funding that our District paid to Minuteman for the Outreach program could be re-allocated to fund teachers hired directly by our District, and for purchasing materials and supplies. To that end, this proposal would come at no increase in cost, other than enhancements to the program that we chose to make.
- Withdrawal from the program must be made by a vote of either School Committee (ABRSD or Minuteman)
- A vote to withdraw must be made prior to October 1 and would go in effect the following June 30
- Notification of a vote to withdraw must be made to the other party by October 15
- Withdrawal from the Outreach program has no impact on the Town of Acton's membership in the Minuteman Regional School District and students from Acton will still be considered for admission as they are now.
- At present, Acton-Boxborough is the only district still participating in the Outreach Program

As the Committee considers this option, I am happy to answer questions at our September 8 meeting.

Peter Light
Superintendent

9.1

* Same version as
12/15/16/see 4
underlined
changes from
original
version

Intergovernmental Agreement
Between the Minuteman Regional Vocational Technical School District Committee
And the Acton-Boxborough Regional School Committee

This Intergovernmental Agreement is entered into between the Minuteman Regional Vocational Technical School District Committee ("Minuteman RSC" or "Minuteman") and the Acton-Boxborough Regional School Committee ("Acton-Boxborough RSC" or "Acton-Boxborough").

WHEREAS, the Minuteman RSC is the School Committee established pursuant to Massachusetts law for the Minuteman Regional Vocational Technical School District ("Minuteman"), a Regional Vocational School District presently comprised of 16 member towns, including both the Towns of Acton and Boxborough, and;

WHEREAS, the Acton-Boxborough RSC is the School Committee established pursuant to Massachusetts law for the Acton-Boxborough Regional School District, a K-12 school district comprised of the Towns of Acton and Boxborough, and;

WHEREAS, the Town of Boxborough has taken all necessary steps to effectuate its withdrawal from Minuteman, and said withdrawal will be effective July 1, 2017, after which date Boxborough will no longer be a member of Minuteman, and;

WHEREAS, the Acton-Boxborough RSC and the Minuteman RSC desire to enter into an agreement, to provide for the continued provision by Minuteman of a science and technology outreach program for 7th and 8th grade students at the RJ Grey Middle School in Acton, a school operated by the Acton-Boxborough RSC, and the terms on which said program will be provided by Minuteman and billed to Acton-Boxborough;

NOW THEREFORE, the Parties hereto hereby agree as follows:

1. Essentially, all students in the 7th and 8th grade enrolled at the RJ Grey Middle School will participate in an introduction to engineering program, which shall be provided by Minuteman. Minuteman will provide the appropriately licensed teaching staff, supplies, equipment and other resources as required to support one such program at the 7th grade level and one such program at the 8th grade level. Minuteman will be responsible for all curriculum development, preparation and instruction for the program. Acton-Boxborough will provide a suitable program space to accommodate programs in both grade levels. Supervision and placement of Minuteman teaching staff at RJ Grey for this program will continue to be done in partnership with the RJ Grey principal or his/her designee.

2. Minuteman will prepare an annual program budget identifying the costs of the program, including but not limited to, teacher salaries and benefit costs, supplies, equipment, and other course-related costs, and will provide said annual program budget to Acton-Boxborough by December 31 of the preceding school year. Minuteman will keep accurate and comprehensive records of services performed and costs incurred in the operation of the program, and will issue an invoice to Acton-Boxborough by October 1 of each school year for the costs of the program, based upon the annual program budget. This invoice will be for the actual amount, payable by Acton-Boxborough Regional School District in two installments, with half in November, and the second half in February.

3. This Agreement will have an initial term of July 1, 2017 to June 30, 2018, and shall thereafter renew annually for an additional one-year term unless, prior to October 1 of a given year, either School Committee votes to terminate the agreement. In the event that either School Committee so votes to terminate the agreement prior to October 1, and written notice of said vote is delivered to the other party by October 15, this Agreement will terminate effective the following June 30. It is understood that either party may terminate this agreement in the aforementioned manner for any reason.

For the Acton-Boxborough Regional
School Committee:

For the Minuteman Regional
School Committee:

Date: _____

Date: _____



Acton-Boxborough Regional School Committee

Meeting Agenda Item Summary

MEETING DATE	09-08-22	AGENDA ITEM NUMBER	
AGENDA ITEM TITLE	CONSENT AGENDA: Approval of Meeting Minutes		
PRESENTER(S)	Kyra Cook		
SUMMARY OF TOPIC	Items on the Consent Agenda do not usually require discussion and are approved with one vote. After members are asked if any items should be held out for individual consideration, a motion to approve the consent agenda is made, seconded, and voted on. Any items held from the consent agenda are then discussed and voted on separately.		

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

If formal action is requested, include a suggested motion or contact Julie LaLumiere.

SUGGESTED MOTION	"Move that the ABRSC approve the consent agenda as proposed/amended."
FOLLOW-UP	
APPROX. TIME FOR THE AGENDA ITEM (MIN.)	5 min.
ATTACHMENTS	Draft minutes of 08/25/22

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

Administration Building Auditorium
15 Charter Road, Acton

August 25, 2022
7:00 p.m.

To view only: <https://www.youtube.com/actontv1>

Members Present: Ben Bloomenthal, Evelyn Abayaah-Issah, Kyra Cook, Liz Fowlks, Adam Klein, Andrew Schwartz, Yebin Wang, Rebeccah Wilson
Members Absent: Ginny Kremer, Amy Krishnamurthy, Tessa McKinley
Others: Marie Altieri, Deborah Bookis, Peter Light, Beth Petr, Dave Verdolino

1. The ABRSC was called to order at 7:00 p.m. by Chairperson Kyra Cook.

2. **Chairperson's Welcome - Kyra Cook**

The Chairperson stated that the meeting was being recorded and would be posted on Acton TV's website at actontv.org. She described it as an honor to serve as the School Committee's new Chairperson, and a privilege to address the staff and faculty at the Opening Ceremony this morning.

a. **Public Participation**

Per School Committee Policy BEDH, members of the public were invited to speak for up to 3 minutes regarding items that were not on the agenda. For items on the agenda, the public was asked to wait for that item. The committee does not typically respond to comments during public participation.

Mike Balulescu, Acton parent and President of the Acton Boxborough Education Association (ABEA), introduced teacher Leah Lally. Leah's new role on the Executive Board is as the Observer/Liaison to the School Committee.

b. **Superintendent's Welcome - Peter Light**

i. *Operations Update*

Mr. Light welcomed all of the educators and staff back, noting that it was the first time in three years that an in-person assembly with all district staff could be held again. Everyone is very excited to get the school year started, especially with the move into the new building. The Preschool, Douglas and Gates teachers and staff worked extremely hard to get the new campus ready for students. Lastly, Mr. Light congratulated JD Head on his new job opportunity. He is thinking about how to reorganize the Operations Department leadership. Dave Verdolino will act as the Director of Finance and Operations for this school year.

3. **Guests & Presentations**

a. **Boardwalk Campus Opening Update - Mary Brolin, Peter Light**

Mary Brolin, Chairperson of the School Building Committee, gave an update on next week's opening of the new Boardwalk Campus. Although it is still an active construction site, it is a wonderful achievement that will provide outstanding educational opportunities for our children. "Huge thanks" were given to Acton and Boxborough taxpayers, the MSBA, our community members, and the building team of Consigli, Arrowstreet, and Skanska. Mary thanked the members of the School Building Committee and the Administration for all of their support throughout the seven year process. It began with a Feasibility Study, then a Visioning Process that resulted in five different possibilities. These options were brought to multiple community forums and recorded versions were posted on the website so people could learn more. Surveys were done and public input was gathered. The results led to the idea of another twin school, then evolved to include the Preschool Program. Building on the success of the Parker Damon Building, that two distinct schools could be in one building, the community considered the savings of time and money. Including the Preschool was beneficial because it allowed that expense to be partially funded as well, even though a preschool program is not usually reimbursable. Regarding the siting of the campus, the large amount of wetlands had a significant effect on the location of the building. Many Douglas parents were strongly in favor of a school they could still walk to.

Mr. Light shared slides of the new campus. Parking and access to the site will be tight until the Gates and Douglas buildings are taken down and permanent parking is done. The building will be triple net zero and one of the most sustainable buildings in the Commonwealth. It is very accessible with many inclusive spaces. Two CASE classrooms will be included.

The project is on budget and still has a fair amount in contingencies. A lot of this may be used over the next year including dealing with asbestos in the two old schools. Timing is still a challenge due to covid for some items like electronics. Mary noted that the project came in \$2.4M less than what the community voted. Some work had to be delayed due to parking issues, so completion will be Aug/Sept 2023 which was the original schedule. Consigli has done an amazing job keeping things moving as issues have come up.

A new [website](#) was created by Andrew Shen that includes Frequently Asked Questions. A Grand Opening for the community is scheduled for October 15th.

b. **Staffing Update** - Marie Altieri

Marie Altieri outlined the new school year staffing changes. At this time, 43 new teachers have been hired with only one opening. Nine new administrators have been hired. Eight new educators of color, including four new administrators were hired. This year, 10% of our teachers are new which is fairly typical. Seven of our eight Principals are in the first or second year of their Principal position. Hiring substitutes and part time staff continues to be a source of concern.

Comments from the Committee included:

- Good job on attracting teachers of color, it will be important to keep them.
- The video last year was great to attract this group. What are the next steps? Affinity groups for our staff are growing and successful. Social events for teachers of color. We tried to make our overall teacher package more fair/attractive, and it showed that we attracted people beyond those right out of school. Several have taught in other countries.
- We want to attract educators who really believe in our values, that we want working with others in our district. We want a wide range of educators.
- SEED training has been expanded for everyone.
- We have to dignify staff members and give them respect. If they don't feel respected, they will not stay.

4. New Business

a. **FY23 Assignments and Liaisons - VOTE - Kyra Cook**

Per School Committee policy, Kyra proposed the list of Assignments and Liaisons for FY23 based on members' schedules and requests.

Adam Klein moved, Ben Bloomenthal seconded, and it was unanimously,
VOTED: to approve the FY23 Subcommittee Assignments and Liaisons.

b. **Building Committee new member - VOTE - Peter Light**

Due to JD Head's departure from the District for a new job opportunity, Mr. Light proposed that Dave Verdolino replace JD on this Committee.

Adam Klein moved, Liz Fowlks seconded and it was unanimously,
VOTED: to approve the change of members to the School Building Committee as presented in the packet.

c. **Discussion of Process to Update Memorandum of Understanding (MOU) for School Resource Officer (SRO) Program - Peter Light**

Due to recent changes in the state law, Mr. Light informed the Committee that updates to the School Resource Officer MOU with the police department are now required. He requested members' feedback regarding the process the Committee wants to use to finalize the new MOU. Memos from the Superintendent, District's legal counsel, DEI Director Jen Faber and a draft MOU based on the required state template were reviewed. This template provides a minimum standard that the district must adopt. A district cannot eliminate or change any of the template wording, although additions can be made to it, but they cannot contradict the state's text.

Members discussed whether to

- have the Policy subcommittee review and discuss the requirements, then draft a proposed MOU for the School Committee to review for a First Read followed by a Second Read and then a vote, OR
- have the full School Committee handle the entire process directly instead of the subcommittee.

Mr. Light recommended involving the policy subcommittee but stated that this is a School Committee decision.

Members' comments included:

- Has the district done an analysis of how the SROs have been involved in the past? This information is needed before we decide how to proceed. (Mr. Light asked what information was needed so it could be provided.)
- What is the timeline? It sounds urgent. Is there a placeholder until the new MOU is final? (Our current MOU would remain in effect but it has been the same for many years.) It was agreed that the MOU should be done carefully and not rushed.
- A member was concerned that because she is not on the policy subcommittee that she would not be part of the discussion. She was assured that the subcommittee meetings are open public meetings that she could attend. When the proposal goes to the School Committee for the two (at least) readings, all members and the public can comment.
- Developing this MOU is too much for all 11 Committee members to go through. It's best to have a smaller group put together the "guard rails", then all can provide input, and/or attend policy sub. This is an important and very detailed document. The state will define it and tell us what to do.
- Are we assuming that we are keeping the SRO, or are we discussing not keeping this position? That decision needs to be made before we talk about the process. A second member agreed. Mr. Light stated that what was presented to the School Committee is that the District continues to have an SRO program, however it is a School Committee decision.
- Let's continue to keep the current MOU in place, and get input from the School Committee and the public about whether to keep this program.
- We don't want to get in trouble with the state, but let's make a decision in School Committee and then have the policy subcommittee work on it.
- Are there penalties for not complying and having this MOU in place? Mr. Light was not sure but he would keep members informed.
- A member of the public stated that before the start of school every year, the MOU is supposed to be reviewed and DESE has not enforced that. He also stated that a district has the ability to withdraw at any time, but in his opinion that should be decided by the whole School Committee.

Kyra Cook summarized that the Committee would like more information from the Administration about our current program, and the Committee would like to discuss whether or not to continue having an SRO Program. Members would like data from the community and a clear definition of the program before making a decision about it. What are the pros and cons? Mr. Light will gather the information that exists, including the ABSEJ survey data and will bring a timeline and framework back to the Committee.

5. ONGOING BUSINESS

a. Consent Agenda/Action Items

- i. Approval of ABRSC Meeting Minutes of 6/16/22 - **VOTE** - *Kyra Cook*

- ii. Approval of ABRSC Meeting Minutes of 7/21/22 - **VOTE** - *Kyra Cook*
- iii. Recommendation to Set the Imprest Balance of the Student Activity Checking Accounts for FY23 - **VOTE** - *Peter Light*
- iv. Approval of Change of Members of the Other Post Employment Benefits (OPEB) Trust Fund Board of Advisors - **VOTE** - *Peter Light*
- v. Recommendation to Approve PTSO donation check of \$3200 to RJ Grey for 8th Grade EOY field trip - **VOTE** - *Peter Light*
- vi. Recommendation to Approve PTSO donation to McCarthy-Towne School - **VOTE** - *Peter Light*

Ben Bloomenthal moved, Adam Klein seconded and it was unanimously **VOTED**: to approve the consent agenda as proposed.

b. Subcommittee and Member Reports

- i. School Building – see report above
- ii. Pool Renaming
Peter acknowledged that members hoped to have a recommendation for the School Committee to consider by the fall, but with JD Head transitioning from the district, the Subcommittee has not been able to meet. Peter looks forward to getting started.

Andrew Schwartz moved, Ben Bloomenthal seconded, and it was unanimously,

VOTED: to Appoint Peter Light as a staff representative to the Pool Renaming Subcommittee.

c. Statement of Warrants and Recommendation to Approve - VOTE – K. Cook

Adam Klein moved, Liz Fowlks seconded and it was unanimously,

VOTED: to approve the warrants (see memo).

Dave clarified that there are two cycles to this warrant, so HJ is correct.

6. FYI

a. ABRSC FY23 Meetings and Members

Kyra noted that even though today was opening day for staff, cars have been in the school parking lots all week. Everyone is obviously working hard.

7. Adjourn

Andrew Klein moved, Rebeccah Wilson seconded and it was unanimously,

VOTED: to adjourn the ABRSC at 8:44 p.m.

Respectfully submitted,
Beth Petr

List of Documents Used:

Agenda, Agenda Item Cover Pages, Boardwalk Campus FAQ'S and Presentation Slides, Staffing Report 2022-2023 from M. Altieri (8/19/22) including New Professional Staff List, Staffing Changes and New Certified Staff Descriptions, ABRSC 2022-2023 Proposed Subcommittees & Assignments, AB School Building Committee Members (pending ABRSC vote), Required Updates to School Resource Officer Memorandum of Understanding memo from P. Light (8/22/22), Memorandum of Understanding for School Resource Officers memo from Atty Colby Brunt (8/17/22), Summary of the DEI Family Advisory findings memo from J. Faber (8/16/22), 2022 School Resource Officer Memorandum of Understanding Between the ABRSD and Acton Police Department, Draft Minutes of ABRSC meetings on 6/16/22 and 7/21/22, Student Activity Account Funds; required annual reauthorization memo from D. Verdolino (8/28/22), Proposed Change to Members of the Board of Advisors of the OPEB Trust Fund memo from E. Petr (8/26/22), Donation from RJGJHS, Request for Approval of Donations Valued over \$1,000 from C. Nealon/McT (8/18/22), School Committee Agenda – Warrants memo from D. Verdolino (8/18/22), ABRSC Members 2022-2023, ABRSC Meetings 2022-2023

NEXT MEETINGS:

September 8 & 22 ABRSC at 7:00 p.m. in the Admin Building Auditorium



Acton-Boxborough Regional School Committee

Meeting Agenda Item Summary

MEETING DATE	September 8, 2022	AGENDA ITEM NUMBER	Leave blank
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AGENDA ITEM TITLE	Grants Received by Community Ed. Summer Day Program
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PRESENTER(S)	N/A
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SUMMARY OF TOPIC	Bernadette Keegan applied for and received grants from the AB United Way and Eastern Bank Charitable Foundation. They supported staff costs, supplies, and scholarships for this summer's program. The grants need to be formally accepted by the School Committee.
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WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?	
	No action requested - this is a short update or presentation of information
	Request input and questions from the School Committee, but no vote required
X	Request formal action with a specific vote to accept the grant monies.
	If formal action is requested, is this item being presented:
	for the first time, with a request that the School Committee vote at a subsequent meeting or
	with the request that the School Committee take action immediately

If formal action is requested, include a suggested motion or contact Julie LaLumiere.

APPROX AGENDA TIME	One minute
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FOLLOW-UP	
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ATTACHMENTS	Grant Checks
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Eastern Bank
BOSTON, MASSACHUSETTS 02110

XXX3434

DATE
08/15/2022
CHECK NO.
4671152
AMOUNT
\$*****2,000.00

53-179
113

PAY
Two Thousand DOLLARS AND NO CENTS

TO THE ORDER OF ACTON BOXBOROUGH REGIONAL SCHOOL DISTRICT-COMMUNITY EDUCATION

Doranne Abkarian
AUTHORIZED SIGNATURE

William J. ...
AUTHORIZED SIGNATURE



United Way of
Acton-Boxborough, Inc.
537 Massachusetts Ave Suite 101
Acton, MA 01720

Middlesex Savings Bank
Acton, MA 01720
53-7122/2113
53-7122/2113

4565

07/12/2022

PAY TO THE ORDER OF Acton-Boxborough Community Education

\$ **7,000.00

Seven thousand and 00/100***** DOLLARS

Acton-Boxborough Community Education
15 Charter Road
Acton, MA 01720

MEMO

Gandy Carter
AUTHORIZED SIGNATURE





Acton-Boxborough Regional School Committee

Meeting Agenda Item Summary

MEETING DATE	9/8/22	AGENDA ITEM NUMBER	
AGENDA ITEM TITLE	New JH Student Activity Club: Science Fair Project Club		
PRESENTER(S)	N/A		
SUMMARY OF TOPIC	New club paperwork is submitted for approval per Policy JJ-R. The Science Fair Project Club is a new club for JH starting September 2022.		

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

If formal action is requested, include a suggested motion or contact Julie LaLumiere.

APPROX AGENDA TIME	One minute
FOLLOW-UP	
ATTACHMENTS	New Club/JH Student Activity Program Request paperwork along with memo of request from James Marcotte.



RJ Grey Junior High School
Acton-Boxborough Regional School District
16 Charter Road, Acton, MA

Date: September 1, 2022
To: Acton-Boxborough Regional School Committee
Peter Light, Superintendent of Schools
From: Jim Marcotte, RJ Grey Principal
Re: New JH Club: Science Fair Project Club

Dear Peter,

Enclosed is our Student Activity program request for our new Science Fair Project Club. Your approval is required along with a vote to approve by the School Committee.

Please let me know if you have any questions.

Regards,

Jim Marcotte
Principal, RJ Grey JHS

/encl.

JH Student Activity Program Request - Club/Team/Organizations Operating Guidelines SY23

Club/Team/Organization Name:	SFP CLUB (SCIENCE FAIR PROJECT CLUB)
Advisor Name(s):	Andrew Thompson
Statement of purpose:	To guide students to use the scientific method to conduct real reserach and create a competitive science fair project.
Description of activities, including mid-year update:	Review of the steps of the scientific method, and their application to a science fair research project. Review best practices for creating a science fair project, create a timeline with benchmarks for getting projects created and submitted.
Number of participants:	15
Estimate of expenses, including transportation and salary factors:	Staff Stipend: \$2,278.00
Use of facility description and avallibility:	Room 405
Schedule of meetings:	Every other Wednesday, 2:45-3:45 PM
Statement of availability of competitions if appropriate:	N/A
Financial support from Principal for supplies? If yes, please indicate amount:	N/A
Statement of Fundraising:	N/A
Cost to students for transportation, fees and materials?	N/A

(over)

Club/Team/Organization Name:	SFP, Club	
School Year:	SY23	
Staff Stipend:	\$2,278.00	
Operating expenses:	\$300.00	
Total Costs for school year:	\$2,578.00	
<i>Financial Support:</i>	<i>\$300.00</i>	
<i>Student Activity Funds available:</i>	<i>\$0.00</i>	



Acton-Boxborough Regional School Committee

Meeting Agenda Item Summary

MEETING DATE	09-08-22	AGENDA ITEM NUMBER	
AGENDA ITEM TITLE	Subcommittee and Member Reports		
PRESENTER(S)	various		
SUMMARY OF TOPIC	Customary updates from the Subcommittees, ALG, BLF if they have met since the last School Committee meeting		

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

If formal action is requested, include a suggested motion or contact Julie LaLumiere.

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



Acton-Boxborough Regional School Committee

Meeting Agenda Item Summary

MEETING DATE	09-08-22	AGENDA ITEM NUMBER	
AGENDA ITEM TITLE	Statement of Warrants and Recommendation to Approve		
PRESENTER(S)	Kyra Cook		
SUMMARY OF TOPIC	Warrants are the listing of all payments made by the school district for the period, including payroll, vendors and others. The School Committee approves these at every meeting.		

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

If formal action is requested, include a suggested motion or contact Julie LaLumiere.

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



Acton-Boxborough Regional School District

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

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

September 2, 2022

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

Members –

Below please find a summary of warrants for which I am respectfully requesting your consideration and approval at the regular meeting on 09/08/2022.

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

1. (for vendor warrants, including payroll withholding remittances and student activities)
 - Declining balance register of payments (“Declining Dollar report”)
 - Warrant detail (payments by vendor)
2. (payroll)
 - Payroll warrant summary

As you know, these warrants, formerly provided in paper copy requiring physical signature, are now provided in digital copy with the School Committee meeting packet. A vote on the total memo value of warrants meets MGL guidelines for School Committee approval of warrants.

Thank you for your consideration and cooperation with this request.



Acton-Boxborough Regional School District

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

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

Recommended Motion Wording

I move that the School Committee vote to approve the below listed warrants totaling \$5,273,584.49.

AP Vendor warrant(s) as follows –

23-004	dated	8/18/2022	in the amount of	\$	3,656,378.23
23-005	dated	9/1/2022	in the amount of	\$	732,665.19

Payroll Vendor warrant(s) as follows -

23-004PR	dated	8/25/2022	in the amount of	\$	229,804.84
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Student Activities warrant(s) as follows –

23-005BL	dated	9/1/2022	in the amount of	\$	1,189.75
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Payroll warrant(s) as follows –

P2304	dated	8/25/2022	in the amount of	\$	653,546.48
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Acton-Boxborough Regional School Committee

Meeting Agenda Item Summary

MEETING DATE	08-25-22	AGENDA ITEM NUMBER	FYI
AGENDA ITEM TITLE	For Your Information (FYI)		
PRESENTER(S)	The Chairperson and/or Superintendent may highlight individual items		
SUMMARY OF TOPIC	A variety of items may be found in the FYI: announcements, awards, publicity, reference materials, etc. that do not need discussion.		

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

If formal action is requested, include a suggested motion or contact Julie LaLumiere.

SUGGESTED MOTION	
FOLLOW-UP	
APPROX. TIME FOR THE AGENDA ITEM (MIN.)	
ATTACHMENTS	ABRSC Subcommittees and Asslgnments, Division of Open Government August 2022-Confidentiality of Executive Session Discussions and Recent Open Meeting Law Determination Highlights

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

Acton-Boxborough Regional School Committee 2022-2023
Subcommittees & Assignments
Voted 8/25/22

ASSIGNMENTS:

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

SUBCOMMITTEES:

Budget Subcommittee	<u>Adam Klein (chair)</u> , Liz Fowlks, Rebeccah Wilson, Kyra Cook, Amy Krishnamurthy Liaison: Dave Verdolino
Capital Improvement Subcommittee	<u>Yebin Wang (chair)</u> , Ben Bloomenthal Liaison: Dave Verdolino
Community Engagement Subcommittee	<u>Andrew Schwartz (chair)</u> , Rebeccah Wilson, Liz Fowlks, Amy Krishnamurthy Liaison: Peter Light
Policy Subcommittee	<u>Ginny Kremer (chair)</u> , Evelyn Abayaah-Issah, Tessa McKinley, Yebin Wang, Liaison: Andrew Shen
School Building Committee	Adam Klein, Amy Krishnamurthy, Liaison: Marie Altieri
Warrant Signature Subcommittee (Budget)	Amy Krishnamurthy, Adam Klein, Kyra Cook, Liz Fowlks, Rebeccah Wilson Liaison: Dave Verdolino
Negotiations Subcommittee	Kyra Cook, Amy Krishnamurthy, Liz Fowlks

[View this email in your browser](#)



This Month in the Division of Open Government August 2022

Good afternoon,

We are writing to share updates from the Attorney General's Division of Open Government.

Included in this month's edition:

- Guidance Spotlight: Confidentiality of Executive Session Discussions
- Training Opportunities
- Recent Open Meeting Law Determination Highlights

Please pass along the information below to your constituencies and to anyone else who might be interested.

As always, you are welcome to contact us at (617) 963-2540 or OpenMeeting@mass.gov with any Open Meeting Law questions.

The Division of Open Government requests that correspondence, including Open Meeting Law complaints, public body responses, and requests for review, be sent by email.

In partnership,

Guidance Spotlight: Confidentiality of Executive Session Discussions

This month in the Division of Open Government we explain the Open Meeting Law's provisions with regard to maintaining the confidentiality of matters discussed during executive session.

The Open Meeting Law allows public bodies to enter an executive, or closed, session for any of the ten purposes enumerated in the Open Meeting Law. Executive session minutes may be withheld from disclosure to the public "as long as publication may defeat the lawful purposes of the executive session, but no longer." G.L. c. 30A, § 22(f). When the purpose for a valid executive session has been served, the minutes and any documents or exhibits used at the session must be disclosed unless the attorney-client privilege or an exemption to the public records law applies to withhold them, in whole or in part, from disclosure.

Although the Open Meeting Law *allows* public bodies to keep executive session discussions confidential for a period of time, the Open Meeting Law does not *require* that public body members keep topics discussed in executive session confidential prior to the approval and release of the executive session minutes nor does the law impose penalties for members' failure to do so. Therefore, the public disclosure of information or matters discussed in executive session prior to the approved release of executive session minutes will not constitute a violation of the Open Meeting Law. We do not review whether local rules, bylaws, contractual provisions, or other laws may require public body members to maintain the confidentiality of an executive session.

Training Opportunities

Thursday, September 8, 2022 6:30 pm EST

Registration link to follow; will be available at:

https://us06web.zoom.us/webinar/register/WN_xUBqFBhkRculuQOuS3IYzQ

Wednesday, September 21, 2022 12:30pm EST

Click here to register:

https://us06web.zoom.us/webinar/register/WN_stoQjwjzTaiNyboH85838g

October webinar dates will be scheduled soon

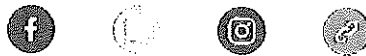
Recent Open Meeting Law Determination Highlights

OML 2022-154: Finding a violation of the Open Meeting Law where a public body posted an insufficiently specific notice by not identifying the six specific sections of a Zoning By-Law that it anticipated discussing and actually discussed during the meeting.

broader policy matters, such as expanding the practice for contracting for certain Town positions, the authority of the public body to contract with respect to these positions, and past recruitment efforts by the Town.

OML 2022-169: A public body's description of two topics to be discussed in executive session was inadequate, where the meeting notice and announcement cited only "an Open Meeting Law complaint" and "litigation filed in the US District Court of Massachusetts" but did not otherwise describe or identify the specific topics, and there was no showing that identifying the specific complaint and litigation matter would have compromised the purpose for the executive session.

Open Meeting Law determinations may be found at the Attorney General's website, <https://www.mass.gov/the-open-meeting-law>



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