



**Acton Public
School Committee Meeting
September 17, 2009
7:30 p.m.
at the
Gates School Cafetorium**

ACTON PUBLIC SCHOOL COMMITTEE MEETING

Cafetorium
Gates School

September 17, 2009
7:30 p.m.

AGENDA

- I. 7:30 CALL TO ORDER
- II. CHAIRPERSON'S INTRODUCTION
- III. APPROVAL OF MINUTES OF AUGUST 6, 2009 AND STATEMENT OF WARRANT
- IV. PUBLIC PARTICIPATION
- V. 7:35 EDUCATION REPORT – Gates School, Principal Lynne Newman
- VI. UNFINISHED BUSINESS
 - 8:00 1. ALG Info-Report/ Acton Fin.Com. Report – *Xuan Kong/ Sharon McManus*
 - 8:10 2. Health Insurance Trust Update – *John Petersen/Tess Summers*
 - 8:20 3. Student Enrollment Update – *Marie Altieri*
 - 8:25 4. School Email Addresses for School Committee Members – *Xuan Kong*
- VII. NEW BUSINESS
 - 8:30 1. Preparing For the Flu – *Liza Huber*
- VIII. 8:40 FOR YOUR INFORMATION
 - 1. Website Links to School Newsletters:
 - Conant Crier: <http://conant.ab.mec.edu/pto/newsletter.html>
 - Douglas Digest: <http://douglas.ab.mec.edu/index.html?pto/pto>
 - Gates Gazette: <http://gates.ab.mec.edu/gazette.html>
 - McCarthy-Towne Bulletin: <http://www.mctptso.org/bulletin/>
 - Merriam Community News: <http://merriam.ab.mec.edu/newsletters.html>
 - Acton Public School Preschool: <http://ab.mec.edu/Preschool/index.htm>
 - 2. ESL Student Population, September 2009
 - 3. Monthly FY'10 Financial Summaries – School Object and Special Education
 - 4. Fall Open House Schedule
 - 5. Douglas Walk for Peace – Sept. 21
 - 6. Invitation to Annual O.D.P. (Occupation Development Program) Coffee
- IX. ISSUES FOR THE COMMITTEE
- X. EXECUTIVE SESSION (*if needed*)
- XI. NEXT MEETING: October 15, 7:30 pm, at Merriam School
- XII. 9:00 ADJOURNMENT

**ACTON PUBLIC SCHOOL COMMITTEE MEETING
DRAFT MINUTES**

**Library
RJ Grey Junior High School**

**August 6, 2009
8:45 pm (following Jt. Meeting)**

Members Present: Jonathan Chinitz (7:44), Michael Coppolino, Terry Lindgren,
Sharon Smith McManus, John Petersen
Others: Stephen Mills, Marie Altieri, Beth Petr

The meeting was called to order at 6:40 pm by Michael Coppolino.

The Acton Public School Committee was polled and voted unanimously to go into Executive Session (Joint School Committee) according to Chapter 39 Section 23A Paragraph 3, "To discuss strategy with respect to litigation if an open meeting may have a detrimental effect on the litigating position of the governmental body and to approve and release minutes with respect to strategy sessions in preparation for negotiations with nonunion personnel."

The Acton Public School Committee was polled and voted to go out of Executive Session at 8:11 pm.

VOTED: at 8:15pm, it was moved, seconded, and unanimously voted to suspend the Acton Public School Committee meeting.

The Acton Public School Committee meeting resumed at 10:30 pm.

CHAIRPERSON'S INTRODUCTION

Recommendation to Appoint Beth Petr as Acton Public School Committee Secretary, 2009-2010

It was moved, seconded, and unanimously

VOTED: to appoint Beth Petr as Acton Public School Committee Secretary, 2009-2010

APPROVAL OF MINUTES

The minutes of June 18, 2009 were approved as presented.

STATEMENT OF WARRANT

The following warrants were signed by the chairperson and circulated to the rest of the Committee for signatures: Warrant #2009-27 in the amount of \$102,002.71, Warrant #2009-28 in the amount of \$139,695.49, Warrant #2010-01A in the amount of \$257,970.24, Warrant #2010-1 in the amount of \$107,283.31, and Warrant #2010-2 in the amount of \$84,574.73.

PUBLIC PARTICIPATION - none

UNFINISHED BUSINESS

1. Student Enrollment Update

Marie Altieri said that as of 8/6/09, 106 new students had enrolled in our schools this summer. By the same date last year, we had enrolled 96 students. Kindergarten and the first grades are looking very large. We have added 35 first graders compared to last year when we added 24. Phone calls keep coming from families moving, or considering moving, to town. Marie confirmed John Petersen's observation that none of our second or third grade classes are within the School Committee class size guidelines.

2. Staffing Update

Marie Altieri said that 10 new certified staff members have been hired for the elementary schools (the equivalent of 7.7 FTEs). 7 certified staff members retired, 5 others are not returning, and 8 are taking leaves of absence. 2 staff members are returning to APS. Lynne Laramie has been appointed as Interim Elementary Pupil Services/Special Education Coordinator.

NEW BUSINESS

1. Recommendation to Approve Food and Related Products (TEC) Bid

It was moved, seconded, and unanimously

VOTED: To approve the Food and Related Products (TEC) Bid.

2. Recommendation to Approve McCarthy-Towne Field Trip to Merrowvista, October 28-30, 2009

It was moved, seconded, and unanimously

VOTED: To approve the McCarthy-Towne Field Trip to Merrowvista, October 28-30, 2009.

3. Recommendation to Accept Gift from Merriam School

It was moved, seconded, and unanimously

VOTED: To accept, with gratitude, funds of \$36,068 from the Merriam School After Hours Program to be used to purchase and install 6 Smartboards and a wireless internet system at the Merriam School.

4. Recommendation to Accept Gift from Douglas School

It was moved, seconded, and unanimously

VOTED: To accept, with gratitude, funds of \$59,501.69 from the Douglas at Dawn & Dusk program to be used to purchase 2 Mobile computer labs, a wireless Internet system, and 3 Smartboard replacement bulbs.

5. Recommendation to Accept Gift from AB Community Education

It was moved, seconded, and unanimously

VOTED: To accept, with gratitude, the generous gift of \$2,082.05 from AB Community Education.

This check represents the additional surplus from the All Day Kindergarten Program for FY'09.

6. Recommendation to Accept Gift from AB Community Education

It was moved, seconded, and unanimously

VOTED: To accept, with gratitude, the generous gift of \$3,615.54 from AB Community Education to the Conant School.

This check represents the final disbursement of Conant's share of funds earned in FY'09 by the Extended Day Program Community Education that is operating at Conant.

FOR YOUR INFORMATION

The Superintendent referred to several items including:

- A very generous donation from Peter and Mai Nguyen was made to the Acton Public Preschool ABA Program. It will be used to purchase a DVD player and related materials/programs to foster social skills growth through video modeling, as well as a VB-MAPP Assessment, a tool used in evaluating students on the Autism Spectrum. The gift was accepted with much gratitude by the Committee.
- A letter from the Massachusetts DESE acknowledged that our schools have met their "Highly Qualified Teacher Goal" of 100%.

ISSUES FOR THE COMMITTEE

The Committee is concerned about the length of their meetings and discussed how the Education Reports given at the School Committee meetings should be handled. Starting meetings before 7:30 makes it difficult for some members to arrive on time. "Long discussions late at night" are not always constructive. John Petersen said, "It's great to go and see the schools, but that part needs to be separated from the business of the Committee." Dr. Mills will convey the Committee's thoughts to the Principals.

NEXT MEETING: September 17, 7:30 pm, at **Gates School**

The meeting was adjourned at 11:00 pm.

Respectfully submitted,
Beth Petr
Secretary

ALG Minutes
September 9, 2009

Present: Bart Wendell, facilitator,: Mary Ann Ashton, Herman Kabakoff, FinCom; Sharon McManus, Xuan Kong, School Committee: Paulina Knibbe, Peter Berry, Board of Selectmen; Steve Ledoux, Steve Mills, Marie Altieri, Staff.

Audience: Members of the public

Bart Wendell called the meeting to order at 7:15AM

There was a motion to approve the minutes of the 7-29-09 meeting. Minutes were approved unanimously.

At Steve Ledoux's suggestion, I (Steve Mills) reviewed my recent recommendation to the School Committees calling for budget cuts totaling \$500,000 in the current fiscal year. The one page document delineating those cuts was circulated and included:

- the elimination of one position in the schools' central office,
- a 5% freeze on all materials and supplies,
- a projected savings in the health insurance account,
- the use of \$250,000 of \$450,000 ARRA stimulus funds

Steve Ledoux talked about the overlay account and one time tax payment of \$160,000. Marie Altieri informed the ALG of the school department close out of the '09 fiscal year that included \$525,000 into the Excess and Deficiency (E&D) account, and \$400,000 free cash from the Acton Public Schools.

Herman Kabakoff represented the Fincom and talked about the 97% solution. He noted that the town has a AAA bond rating in large part due to our prudent financial approach. It was agreed upon that the 97% solution was not a numeric goal but a fiscal theme moving forward. Both sides (municipal and school) talked about a hiring freeze remaining in effect.

At 7:40 a.m. Marie reviewed the current ALG spreadsheet and stated that with tax title revenues, overlay, and the lower APS assessment, this gets us to a balanced budget. Marie then reviewed the spreadsheet that includes projections for the fiscal 2010, 2011, and 2012 budgets. This spreadsheet made three different predicted estimates:

1. level funded local aid
2. 10 % cut in local aid
3. 20 % cut in local aid

as we move forward over the next two fiscal years (2011 and 2012). After much discussion the ALG agreed on assuming a predicted 10% cut in local aid.

This will create a \$2.2 million deficit for Acton next year and an additional \$2.2 million deficit for 2012.

Steve Ledoux estimated the overlay surplus at \$1.275 million. After some discussion, Mary Ann Ashton recommended that we wait for the Board of Assessors to react on moving overlay to free cash, and this was agreed upon by the ALG. Bart provided a tentative schedule for ALG meetings over the next 6 months that was accepted as submitted. See attached.

A member of the public in the audience noted his disapproval of the set up of the room and felt that it was not conducive to citizens having the opportunity to be respected.

The meeting was adjourned at 8:15 a.m.

Respectfully submitted,
Stephen Mills

The next meeting is October 14, 2009 at 7:15 a.m.

Acton Leadership Group Schedule 2009-2010

2009

July 29	7:15 AM	Complete
August 19	7:15 AM	Complete
September 2	7:15 AM	Cancelled
September 9	7 :15 AM	Rescheduled
October 14	7:15 AM	
November 18	7:15 AM	
December 16	7:15 AM	

2010

January 13	January 27	7:15 AM
February 10	February 24	7:15 AM
March 10	March 24	7:15 AM

****This calendar was approved at the September 9, 2009 meeting.

DRAFT

9/9/2009 ALG Model FY '10 Voted State Budget

10% Cut in State Aid and 3% budget increases for FY '11 and FY '12

Multi-Year Model

*All numbers are early projections and are subject to change

Revenues:	FY08	FY08	FY09	FY10	FY10	FY11	FY12
Tax Levy:		Actuals		Town Meeting	09/09/09		
Base	\$ 54,361	\$ 54,361	\$ 56,521	\$ 58,969	\$ 58,969	\$ 61,044	\$ 63,170
2 1/2%	\$ 761	\$ 761	\$ 1,413	\$ 1,474	\$ 1,474	\$ 1,526	\$ 1,579
New Growth	\$ 650	\$ 801	\$ 1,035	\$ 600	\$ 600	\$ 600	\$ 600
Debt Excl.	\$ 3,332	\$ 3,332	\$ 3,102	\$ 3,064	\$ 3,064	\$ 3,018	\$ 3,018
Overlay	\$ (500)	\$ (605)	\$ (900)	\$ (850)	\$ (649)	\$ (600)	\$ (600)
Total Tax Levy (excl. current yr. override)	\$ 58,604	\$ 58,650	\$ 61,172	\$ 63,258	\$ 63,459	\$ 65,588	\$ 67,767
Cherry Sheet	\$ 6,066	\$ 6,183	\$ 6,851	\$ 6,641	\$ 6,270	\$ 5,643	\$ 5,643
SBAB - Twin School	\$ 1,086	\$ 1,086	\$ 1,086	\$ 1,009	\$ 1,009	\$ 1,009	\$ 1,009
Excise Taxes	\$ 3,100	\$ 2,870	\$ 2,870	\$ 2,730	\$ 2,520	\$ 2,520	\$ 2,520
Fees	\$ 1,365	\$ 1,056	\$ 1,080	\$ 1,080	\$ 835	\$ 835	\$ 835
Int. Income	\$ 368	\$ 712	\$ 400	\$ 400	\$ 275	\$ 275	\$ 275
Regional Revenue	\$ 4,825	\$ 4,825	\$ 5,787	\$ 5,817	\$ 5,817	\$ 5,235	\$ 5,235
Regional E&D Acton's share	\$ 286	\$ 286	\$ 511	\$ 355	\$ 355	\$ 300	\$ 331
Free Cash	\$ 1,594	\$ 1,594	\$ 450	\$ 1,142	\$ 1,142	\$ 800	\$ 900
NESWC for capital	\$ -	\$ -	\$ 750	\$ 455	\$ 455	\$ 808	\$ 900
Tax Title					\$ 200		
Additional Tax Title					\$ 150		
Revenues before Overrides	\$ 77,294	\$ 77,262	\$ 80,957	\$ 82,887	\$ 82,487	\$ 83,013	\$ 85,415
Revenue incl override excluding debt/SBAB	\$	\$ 72,844	\$ 76,768	\$ 78,814	\$ 78,414	\$ 78,986	\$ 81,388
Debt Exclusion:							
Debt on APS	\$ 517	\$ 517	\$ 527	\$ 608	\$ 608	\$ 608	\$ 608
Debt on JHS/SHS	\$ 1,778	\$ 1,778	\$ 1,612	\$ 1,516	\$ 1,516	\$ 1,500	\$ 1,500
Municipal Debt Incurred	\$ 520	\$ 520	\$ 454	\$ 439	\$ 439	\$ 420	\$ 420
Debt on Police station	\$ 517	\$ 517	\$ 509	\$ 501	\$ 501	\$ 490	\$ 490
Total Debt Exclusions	\$ 3,332	\$ 3,332	\$ 3,102	\$ 3,064	\$ 3,064	\$ 3,018	\$ 3,018
Budgets Excluding Debt:							
Municipal Budget	\$ 22,325	\$ 22,325	\$ 23,614	\$ 24,276	\$ 24,276	\$ 25,004	\$ 25,754
APS Budget	\$ 23,310	\$ 23,310	\$ 24,974	\$ 25,754	\$ 25,754	\$ 26,527	\$ 27,322
ABRSD Budget - Acton Share *	\$ 25,811	\$ 25,811	\$ 27,374	\$ 28,073	\$ 27,673	\$ 28,915	\$ 29,783
MM Assumption	\$ 787	\$ 787	\$ 771	\$ 711	\$ 711	\$ 732	\$ 754
Subtotal schools	\$ 49,995	\$ 49,908	\$ 53,119	\$ 54,538	\$ 54,138	\$ 56,174	\$ 57,859
TOTAL	\$ 72,320	\$ 72,233	\$ 76,733	\$ 78,814	\$ 78,414	\$ 81,178	\$ 83,614
% increase			6.1%	2.7%	2.2%	3.0%	3.0%
Subtotal NET POSITION	\$ 556	\$ 611	\$ 35	\$ (0)	\$ (0)	\$ (2,192)	\$ (2,226)
NET POSITION				\$ (0)	\$ (0)	\$ (2,192)	\$ (2,226)
Reserves:							
Free Cash	\$ 2,405	\$ 1,900	\$ 2,455	\$ 1,598	\$ 1,348	\$ 1,798	\$ 2,148
NESWC	\$ 4,886	\$ 4,886	\$ 4,469	\$ 4,014	\$ 4,014	\$ 3,206	\$ 2,306
E&D	\$ 1,100	\$ 1,100	\$ 971	\$ 766	\$ 766	\$ 1,030	\$ 1,263
FY '09 Turnbacks (E&D)				\$	\$ 414		
FY '09 Turnbacks (Free Cash)				\$	\$ 1,000		
TOTAL	\$ 8,391	\$ 7,886	\$ 7,895	\$ 6,379	\$ 7,543	\$ 6,035	\$ 5,718
Tax Impact:							
Existing Valuation ('000s)	\$ 3,851,376	\$ 3,851,376	\$ 3,751,255	\$ 3,751,255	\$ 3,751,255	\$ 3,787,553	\$ 3,823,001
New Growth value ('000s)				\$ 36,298	\$ 36,298	\$ 35,449	\$ 34,656
Total Valuation ('000s)	\$ 3,851,376	\$ 3,851,376	\$ 3,751,255	\$ 3,787,553	\$ 3,787,553	\$ 3,823,001	\$ 3,857,657
Tax Rate	\$ 15.39	\$ 15.39	\$ 16.53	\$ 16.93	\$ 16.93	\$ 17.31	\$ 17.72
SF Value	\$ 523,109	\$ 523,109	\$ 507,466	\$ 507,466	\$ 507,466	\$ 507,466	\$ 507,466
SF Tax Bill	\$ 8,051	\$ 8,051	\$ 8,388	\$ 8,589	\$ 8,589	\$ 8,786	\$ 8,994
% Change	1.29%	1.29%	4.19%	2.39%	2.39%	2.29%	2.36%
\$ Change		\$ 123	\$ 337	\$ 201	\$ 201	\$ 196	\$ 208

State Aid numbers come from Cherry Sheets for voted state budget distributed June 2009

The FY '09 Turnbacks are \$600K from the Municipal Budget; \$400K APS budget; and \$525K from the Regional Budget (Acton Share = \$414)

The FY '09 turnbacks do not necessarily reflect actual Free Cash numbers. All revenue projections in this economy are highly volatile, subject to extraordinary variation and should be discounted heavily

Sep-09

MONTHLY ENROLLMENT
ACTON PUBLIC SCHOOLS
ACTON-BOXBOROUGH REGIONAL SCHOOLS
2009- 2010 ACADEMIC YEAR

	Sept. 1				Oct. 1				Nov. 1				Dec. 1				Jan. 1				Feb. 1				Mar. 1				Apr. 1				May 1				Jun 1			
Levels	A	B	C	Tot	A	B	C	Tot	A	B	C	Tot	A	B	C	Tot	A	B	C	Tot	A	B	C	Tot	A	B	C	Tot	A	B	C	Tot	A	B	C	Tot				
K	334	47	6	340				0				0				0				0			0			0			0			0			0			0		
1	334	61	3	337				0				0				0				0			0			0			0			0			0			0		
2	349	67	2	351				0				0				0				0			0			0			0			0			0			0		
3	354	69	5	359				0				0				0				0			0			0			0			0			0			0		
4	360	81	2	362				0				0				0				0			0			0			0			0			0			0		
5	391	79	1	392				0				0				0				0			0			0			0			0			0			0		
6	407	77	1	408				0				0				0				0			0			0			0			0			0			0		
K-6 Ungr.	0	0	0	0				0				0				0				0			0			0			0			0			0			0		
In D.Pre-sch.	48	4	0	48				0				0				0				0			0			0			0			0			0			0		
O.D. Pre-sch.	8	4	0	8				0				0				0				0			0			0			0			0			0			0		
O.D. SPED K-6	14	5	0	14				0				0				0				0			0			0			0			0			0			0		
A.P.S. Total	2599	494	20	2619	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
7	395	78	8	481				0				0				0				0			0			0			0			0			0			0		
8	402	99	2	503				0				0				0				0			0			0			0			0			0			0		
J.H.S. Total	797	177	10	984	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
9	406	93	6	505				0				0				0				0			0			0			0			0			0			0		
10	386	86	7	479				0				0				0				0			0			0			0			0			0			0		
11	387	117	11	515				0				0				0				0			0			0			0			0			0			0		
12	340	101	21	462				0				0				0				0			0			0			0			0			0			0		
9-12 Ungr.	0	0	0	0				0				0				0				0			0			0			0			0			0			0		
P.G.	0	0	0	0				0				0				0				0			0			0			0			0			0			0		
H.S. Total	1519	397	45	1961	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
Total JHS & HS	2316	574	55	2945	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
O.D. SPED 7-12	44	14	0	58				0				0				0				0			0			0			0			0			0			0		
Reg. Total	2360	588	55	3003	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
A.P.S. Total	2599	494	20	2619	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
Reg. Total	2360	588	55	3003	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
Grand Total	4959	588	75	5622	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		

A = ACTON
 B = BOXBOROUGH
 C = Choice/Staff/Tuition In

Pre-School = SPED
 P.G. = Post Graduates
 Ungr. = Ungraded
 O.D. = SPED Out of District

In D. = In District

Distribution:

S. Mills
 M. Altieri
 S. Horn
 L. Huber

T. Summers
 S. Hall
 K. Nelson
 K. Trahan

C. Bates

All Principals (2)

Students other than Choice counted under column C:
 Staff Students -
 Tuition In Students -
 Sped Tuition in Students

9/15/09
8:53 AM

2008-2009

Grade	Proj	Actual	Staff	Oct 1st Enrollm ent	Delta from Proj	Sections	Class Sizes
K	276	301	3	304	25	15	20.3
1	302	326	2	328	24	15	21.9
2	334	336	5	341	2	15	22.7
3	351	349	2	351	-2	15	23.4
4	396	381	1	382	-15	16	23.9
5	402	404	0	404	2	16	25.3
6	393	384	2	386	-9	16	24.1
Totals	2454	2481	15	2496	27	108	23.1

2009-2010

	Proj	Sept 1 Enrollme nt	Staff	Total	Sections	Class Size
K	287	334	6	340	16	21.3
1	320	334	3	337	15	22.5
2	342	349	2	351	15	23.4
3	347	354	5	359	15	23.9
4	353	360	2	362	15	24.1
5	389	391	1	392	16	24.5
6	415	407	1	408	16	25.5
	2453	2529	20	2549	108	23.6

Enrollment Comparison
2008 - 2009

Levels	Sept. 1, 2008				June 1, 2009				Sept. 1, 2009				Sept. 09-Sept 08.				Ashton	NESDEC
	A	B (I)	C	Tot	A	B (I)	C	Tot	A	B (I)	C	Tot	A	B (I)	C	Tot	Projection	Projection
K	303	60	3	306	302	59	3	305	334	47	6	340	31	-13	3	34	287	286
1	327	66	2	329	331	63	2	333	334	61	3	337	7	-5	1	8	320	321
2	336	75	5	341	342	73	5	347	349	67	2	351	13	-8	-3	10	342	343
3	348	78	2	350	351	78	2	353	354	69	5	359	6	-9	3	9	347	348
4	384	76	1	385	385	77	1	386	360	81	2	362	-24	5	1	-23	353	353
5	402	81	0	402	404	78	0	404	391	79	1	392	-11	-2	1	-10	389	390
6	383	81	2	385	384	80	2	386	407	77	1	408	24	-4	-1	23	415	414
A.P.S. Total	2483	517	15	2498	2499	508	15	2514	2529	481	20	2549	46	-36	5	51	2453	2455
7	401	98	3	502	400	98	2	500	395	78	8	481	-6	-20	5	-21	471	470
8	407	93	0	500	403	93	0	496	402	99	2	503	-5	6	2	3	506	509
J.H.S. Total	808	191	3	1002	803	191	2	996	797	177	10	984	-11	-14	7	-18	977	979
9	388	86	6	480	382	87	6	475	406	93	6	505	18	7	0	25	500	498
10	393	116	11	520	390	118	11	519	386	86	7	479	-7	-30	-4	-41	470	472
11	341	101	23	465	343	100	23	466	387	117	11	515	46	16	-12	50	515	513
12	366	105	26	497	356	107	25	488	340	101	21	462	-26	-4	-5	-35	436	438
H.S. Total	1488	408	66	1962	1471	412	65	1948	1519	397	45	1961	31	-11	-21	-1	1921	1921
Total JHS & HS	2296	599	69	2964	2274	603	67	2944	2316	574	55	2945	20	-25	-14	-19	2898	2900
Grand Total	4779	1116	84	5462	4773	1111	82	5458	4845	1055	75	5494	66	-61	-9	32	5351	5355

Projections do not include Choice Column C or Special Ed Pre Sch & Out of District

Withdrawn from Elementary 59

New Gr. 1 to 6 140

2008-2009

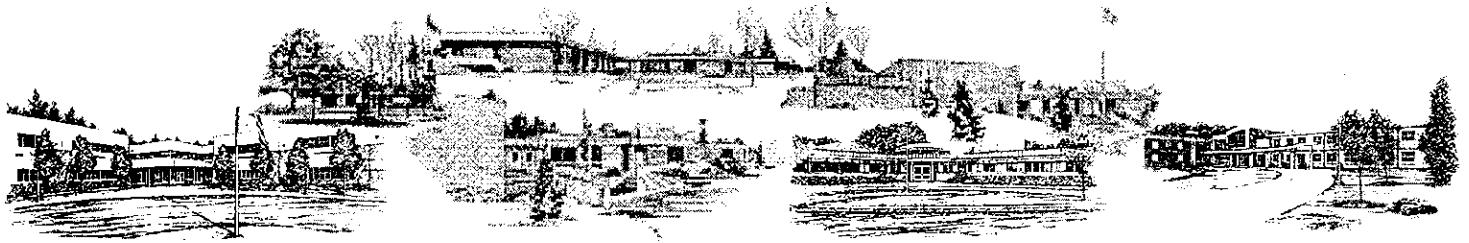
2009-2010

Grade	Proj	Actual	Staff	Oct 1st Delta		Section	Class	Sept 1		Total	Section	Class	Delta		Newly
				Enroll	from			ment	Proj				from	Enrolled	
K	276	301	3	304	25	15	20.3								
1	302	326	2	328	24	15	21.9								
2	334	336	5	341	2	15	22.7								
3	351	349	2	351	-2	15	23.4								
4	396	381	1	382	-15	16	23.9								
5	402	404	0	404	2	16	25.3								
6	393	384	2	386	-9	16	24.1								
Totals	2454	2481	15	2496	27	108	23.1								

Proj	Enrollm	Staff	Total	Section	Class	Delta		Newly
						from	Enrolled	
K	287	334	6	340	16	21.3	47	43
1	320	334	3	337	15	22.5	14	24
2	342	349	2	351	15	23.4	7	22
3	347	354	5	359	15	23.9	7	19
4	353	360	2	362	15	24.1	7	17
5	389	391	1	392	16	24.5	2	15
6	415	407	1	408	16	25.5	-8	
Totals	2453	2529	20	2549	108	23.6	76	140



NEW BUSINESS



ACTON PUBLIC SCHOOLS ♦ ACTON-BOXBOROUGH REGIONAL SCHOOL DISTRICT

16 Charter Road Acton, MA 01720-2995 Phone: 978-264-4700 x3211 Fax: 978-264-3340 Email: smills@mail.ab.mec.edu

September 7, 2009

Stephen E. Mills, Ed.D.
Superintendent of Schools

Dear Parents and Guardians,

As you probably know, there are different strains of flu, including the new H1N1 strain ("swine flu"). So far, the symptoms of the new H1N1 flu are similar to those of seasonal flu. But **any** flu virus can cause serious illness, so we are working every closely with local and state health and school officials to try to prevent the spread of the flu among students and staff.

As you may know, flu can be easily spread from person to person. The U.S. Center for Disease Control (CDC) anticipates a significant increase in H1N1 flu this year with school-aged children being one of the groups most likely to become sick and spread the illness. Therefore, the Acton and Acton-Boxborough School leadership team, including the Superintendent, Director of Pupil Services, school nurses and school physicians, is working with the Acton Board of Health to plan for a possible H1N1 flu outbreak as well as for the regular seasonal flu season. Following current guidelines from the CDC, the Massachusetts Department of Public Health (MDPH) and the Department of Elementary and Secondary Education (DESE), **our goal is to keep schools open to students and functioning in a normal manner during this flu season.**

Here are a few things parents/guardians, school staff and other adults can do to help:

- **Get your child both the H1N1 and seasonal flu shots.** Vaccination is the best way to keep your child from getting the flu.
- **Teach children to wash their hands often.** Washing with soap and hot water for at least 20 seconds is ideal (about as long as it takes to sing the "Happy Birthday" song twice). You can set a good example by doing this yourself.
- **Teach children to use hand sanitizer.** Gels, rubs, and hand wipes all work well, as long as they contain at least 60% alcohol. Watch small children using gels so they don't swallow it.
- **Teach children to cough or sneeze into their elbow—not their hands!** Cover coughs and sneezes with tissues or by coughing into the inside of their elbow. They should wash their hands after blowing their nose or coughing into a tissue.
- **Teach children to avoid touching their nose, mouth or eyes.** They should keep their hands away from their face.

- **Teach children not to share personal items** like drinks, food or unwashed utensils.
- **Know the signs and symptoms of the flu.** Symptoms of the flu include fever (100.4 degrees Fahrenheit, 38.0 degrees Celsius or greater), cough, sore throat, a runny or stuffy nose, body aches, headache, and feeling very tired. Some people may also vomit or have diarrhea.
- **Keep sick children at home** for at least 24 hours *after* they no longer have fever without using fever-reducing drugs like Motrin, Advil, Tylenol or a store brand. For most children, this will be about 4 days. Keeping children with a fever at home will reduce the number of people who may get infected.

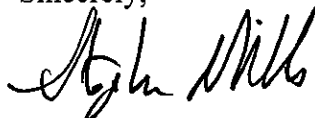
For more information about flu in our community and what our school is doing, you may wish to refer to our district website, <http://ab.mec.edu>.

For more information from the Massachusetts Department of Elementary and Secondary Schools (DESE) and/or the Center for Disease Control and Prevention (CDC), please refer to the following websites:

Center for Disease Control and Prevention:
www.cdc.gov/swineflu

DESE Swine Information for Schools:
<http://www.doe.mass.edu/pandemic/swineflu>.

Sincerely,

A handwritten signature in black ink, appearing to read "Stephen Mills". The signature is fluid and cursive, with the first name "Stephen" and last name "Mills" clearly distinguishable.

Stephen Mills



*The Commonwealth of Massachusetts
Executive Office of Health and Human Services
Department of Public Health*

Flu Symptom Check List for Families and Schools

Updated August 31, 2009

The main symptoms of influenza (flu) include **fever and cough and/or sore throat**. Some people also have a runny nose, body aches, headache, chills and feel tired. Some people also have diarrhea and vomiting. The most important thing that you can do to keep flu from spreading in the community is to keep your sick child at home when they are sick.

SHOULD I KEEP MY CHILD HOME?

☐ Yes ☐ No Has your child had a fever of 100.4 degrees or more in the past 24 hours?

☐ Yes ☐ No Does your child have a cough **OR** sore throat?

If you answered YES to both questions above, keep your child home.

Your child has an influenza-like illness.

CAN MY CHILD RETURN TO SCHOOL?

☐ Yes ☐ No Has your child had a fever of 100.4 degrees or more in the past 24 hours?

☐ Yes ☐ No Has your child had acetaminophen (Tylenol) or ibuprofen (Motrin or Advil) in the past 24 hours?

If you answered NO to both questions above, your child can return to school.

If you answered YES to either one of the questions above, your child CANNOT return to school. Keep your child home for at least another day to observe for additional symptoms. Then use the check list questions again to decide whether you should continue to keep your child home.

Where can I find more information about influenza?

- 1) Call the Massachusetts Department of Public Health information line: 211
- 2) Go to the Massachusetts Department of Public Health influenza website: [mass.gov/ flu](http://mass.gov/flu)
- 3) A "**Fever Fact Sheet**" with information on how to take a temperature is also available.



FOR YOUR
INFORMATION

SEPTEMBER 11, 2009

FOR 2010 13

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED

1005 GENERAL FUND SCHOOL							

01 SALARIES, TEACHING	11,589,980	0	11,589,980	468,191.18	10,581,132.06	540,656.76	95.3%
02 SALARIES, PRINCIPALS	534,285	0	534,285	102,051.65	430,658.35	1,575.00	99.7%
03 SALARIES, CENTRAL AD	408,505	0	408,505	79,123.44	323,222.16	6,159.40	98.5%
04 SALARIES, SUPP STAFF	2,776,490	0	2,776,490	189,891.15	2,499,373.03	87,225.82	96.9%
06 SALARIES, BUILDINGS	247,342	0	247,342	67,441.20	171,989.44	7,911.36	96.8%
07 SALARIES, CUSTODIAL	671,236	0	671,236	131,482.39	460,683.94	79,069.67	88.2%
08 SALARIES, HOME INSTR	1,051	0	1,051	.00	.00	1,051.00	.0%
09 SALARIES, SUBSTITUTE	266,973	0	266,973	6,317.10	14,859.52	245,796.38	7.9%
10 FRINGES, COURSE REIM	17,000	0	17,000	1,800.00	.00	15,200.00	10.6%
11 FRINGES, HEALTH INSU	3,792,778	0	3,792,778	834,666.87	.00	2,958,111.13	22.0%
16 INSTRUCTIONAL SUPPLI	239,839	0	239,839	17,300.68	132,444.65	90,093.67	62.4%
17 INSTRUCTIONAL TEXTBO	70,736	0	70,736	11,374.05	42,685.09	16,676.86	76.4%
18 INSTRUCTIONAL, LIBRA	18,347	0	18,347	1,540.57	6,411.05	10,395.38	43.3%
19 OTHER, CAPITAL OUTLA	273,560	0	273,560	146,290.11	106,918.30	20,351.59	92.6%
23 OTHER, MAINTENANCE B	211,468	0	211,468	44,883.53	30,048.96	136,535.51	35.4%
24 OTHER, MAINTENANCE O	97,993	0	97,993	30,386.30	12,564.34	55,042.36	43.8%
26 OTHER, LEGAL SERVICE	65,000	0	65,000	.00	.00	65,000.00	.0%
27 OTHER, ADMIN SUPPLIE	223,358	0	223,358	43,759.12	27,068.67	152,530.21	31.7%
29 OTHER, CUSTODIAL SUP	45,100	0	45,100	30,502.60	1,056.75	13,540.65	70.0%
30 OTHER, SPED TRANSPOR	526,497	0	526,497	259,061.00	258,998.50	8,437.50	98.4%
31 OTHER, STUDENT TRANS	338,716	0	338,716	198,822.16	6,914.98	132,978.86	60.7%
32 OTHER, TRAVEL	13,340	0	13,340	712.80	1,325.00	11,302.20	15.3%
33 OTHER, SPED TUITION/	2,304,524	0	2,304,524	628,560.83	1,684,478.06	-8,514.89	100.4%
34 OTHER, UTILITIES	1,019,664	0	1,019,664	87,284.55	35,762.11	896,617.34	12.1%
57 OTHER	0	0	0	746.56	.00	-746.56	100.0%
TOTAL GENERAL FUND SCHOOL	25,753,782	0	25,753,782	3,382,189.84	16,828,594.96	5,542,997.20	78.5%
GRAND TOTAL	25,753,782	0	25,753,782	3,382,189.84	16,828,594.96	5,542,997.20	78.5%

** END OF REPORT - Generated by Denise Kelly **

SEPTEMBER 11, 2009

FOR 2010 13

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED

1005 GENERAL FUND SCHOOL							

05 SW SPECIAL EDUCATION							

05010501 52401 SPED LEGAL SERVICES	45,000	0	45,000	.00	.00	45,000.00	.0%
11040501 51502 PS:SECRETARY	47,020	0	47,020	8,290.22	38,565.62	164.16	99.7%
14040501 51411 SPED CHAIRPERSON	88,013	0	88,013	4,047.62	80,952.38	3,013.00	96.6%
14050503 51433 SUMMER PROGRAM STIPE	40,000	0	40,000	38,432.28	.00	1,567.72	96.1%
14050504 51615 SUMMER SPED ASST	20,000	0	20,000	35,016.12	.00	-15,016.12	175.1%*
14050509 54305 SPED TEXTBOOKS	2,444	0	2,444	477.40	2,024.75	-58.15	102.4%*
14050510 54302 OCCUPATIONAL THERAPY	847	0	847	.00	849.90	-2.90	100.3%*
14050511 52409 IN SERVICE CONFERENC	1,188	0	1,188	.00	.00	1,188.00	.0%
14050520 51409 REFERRAL TO SPECIALI	0	0	0	414.89	.00	-414.89	100.0%*
14050521 52443 SPED REFERRAL TO SPE	118,130	0	118,130	3,269.49	43,540.51	71,320.00	39.6%
14050521 52452 SUMMER PROGRAM, CS	65,000	0	65,000	3,112.00	30,000.00	31,888.00	50.9%
14050522 52462 PS SEC 504 CONTR SVC	1,025	0	1,025	.00	.00	1,025.00	.0%
14050524 51419 COORDINATOR	27,571	0	27,571	22,492.25	21,911.25	-16,832.50	161.1%*
TOTAL SW SPECIAL EDUCATION	456,238	0	456,238	115,552.27	217,844.41	122,841.32	73.1%

18 SPECIAL EDUCATION							

05051801 52416 SPED INDEP EVALUATIO	4,990	0	4,990	.00	.00	4,990.00	.0%
05051802 52404 SPED PERIODICALS/SUB	808	0	808	.00	100.00	708.00	12.4%
05051802 52406 SPED POSTAGE	2,695	0	2,695	862.70	1,905.30	-73.00	102.7%*
05051802 52407 SPED INSVC CONFERENC	352	0	352	.00	.00	352.00	.0%
05051802 52408 SPED TRAVEL - LOCAL	181	0	181	.00	.00	181.00	.0%
05051802 52410 SPED DUES & FEES	305	0	305	.00	305.00	.00	100.0%
05051802 52455 SPED MNT COPY EQUIP	3,475	0	3,475	2,224.86	1,250.14	.00	100.0%
05051802 52456 SPED MNT OFFICE EQUI	283	0	283	.00	.00	283.00	.0%
05051803 54301 SPED OFFICE SUPPLIES	3,507	0	3,507	231.39	1,664.29	1,611.32	54.1%
05051804 58708 SPED OUTLAY EQUIP	10,979	0	10,979	4,448.59	4,770.10	1,760.31	84.0%
05051805 52424 MEDICAID SERVICES	1,072	0	1,072	.00	.00	1,072.00	.0%
05051806 52413 SPED MEDICAL SERVICE	2,496	0	2,496	.00	.00	2,496.00	.0%
05051807 52425 SPED TUITION - CASE	645,131	0	645,131	349,656.00	.00	295,475.00	54.2%
05051808 52426 SPED TUITION PRIVATE	1,278,435	0	1,278,435	152,802.78	1,032,487.68	93,144.54	92.7%
05051808 52465 CIRCUIT BREAKER TUIT	-500,738	0	-500,738	.00	.00	-500,738.00	.0%*
05051809 51614 SPED TRANSP ASST	5,000	0	5,000	62.50	.00	4,937.50	1.3%
05051809 51627 SPED DRIVERS	3,500	0	3,500	.00	.00	3,500.00	.0%

SEPTEMBER 11, 2009

FOR 2010 13

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
05051810 52430 CO: SPED CASE TRANSP	517,997	0	517,997	258,998.50	258,998.50	.00	100.0%
06041801 51408 SPED TEACHER	278,571	0	278,571	10,714.27	267,856.73	.00	100.0%
06041802 51418 SPEECH TEACHER	72,202	0	72,202	2,777.01	69,425.24	-.25	100.0%*
06041803 51624 SPED EDUCATION ASST	229,855	0	229,855	3,115.62	160,590.17	66,149.21	71.2%
06051801 54305 RES TEXTBOOKS	537	0	537	121.92	621.40	-206.32	138.4%*
06051802 54332 EDUC NEEDS SUPPLIES	593	0	593	132.76	464.55	-4.31	100.7%*
06051802 54333 SPEECH SUPPLIES	442	0	442	183.70	136.38	121.92	72.4%
07041801 51408 SPED TEACHER	154,147	0	154,147	6,609.14	147,537.86	.00	100.0%
07041802 51418 SPEECH TEACHER	86,723	0	86,723	3,454.23	86,355.77	-3,087.00	103.6%*
07041803 51624 SPED EDUCATION ASST	68,272	0	68,272	1,232.43	59,613.03	7,426.54	89.1%
07051801 54305 RES TEXTBOOKS	537	0	537	.00	377.65	159.35	70.3%
07051801 54334 EDUC NEEDS TEXTS	0	0	0	.00	340.38	-340.38	100.0%*
07051802 54332 EDUC NEEDS SUPPLIES	593	0	593	97.80	551.00	-55.80	109.4%*
07051802 54333 SPEECH SUPPLIES	436	0	436	.00	593.00	-157.00	136.0%*
08041801 51408 SPED TEACHER	230,758	0	230,758	11,525.11	190,551.92	28,680.97	87.6%
08041802 51418 SPEECH TEACHER	86,218	0	86,218	3,316.08	82,901.92	.00	100.0%
08041803 51624 SPED EDUCATION ASST	114,698	0	114,698	2,322.61	107,537.23	4,838.16	95.8%
08051801 54305 RES TEXTBOOKS	537	0	537	.00	288.14	248.86	53.7%
08051802 54332 EDUC NEEDS SUPPLIES	494	0	494	35.00	490.91	-31.91	106.5%*
08051802 54333 SPEECH SUPPLIES	442	0	442	.00	609.33	-167.33	137.9%*
09041801 51408 SPED TEACHER	249,070	0	249,070	9,579.62	239,490.38	.00	100.0%
09041802 51418 SPEECH TEACHER	85,341	0	85,341	3,450.70	82,928.90	-1,038.60	101.2%*
09041803 51624 SPED EDUCATION ASST	56,005	0	56,005	993.92	50,257.77	4,753.31	91.5%
09051801 54334 EDUC NEEDS TEXTS	641	0	641	151.59	428.77	60.64	90.5%
09051802 54330 RESOURCE SUPPLIES	494	0	494	114.32	377.27	2.41	99.5%
09051802 54333 SPEECH SUPPLIES	442	0	442	129.60	327.58	-15.18	103.4%*
10041801 51408 SPED TEACHER	285,529	0	285,529	10,981.88	274,547.12	.00	100.0%
10041802 51418 SPEECH TEACHER	75,295	0	75,295	2,895.96	72,399.04	.00	100.0%
10041803 51624 SPED EDUCATION ASST	150,574	0	150,574	3,822.09	174,206.27	-27,454.36	118.2%*
10051801 54334 EDUC NEEDS TEXTS	641	0	641	.00	640.90	.10	100.0%
10051802 54332 EDUC NEEDS SUPPLIES	589	0	589	1,170.62	309.40	-891.02	251.3%*
10051802 54333 SPEECH SUPPLIES	442	0	442	53.90	427.00	-38.90	108.8%*
14041801 51416 SPED OCCUP THERAPIST	205,399	0	205,399	7,536.68	200,314.24	-2,451.92	101.2%*
14041801 51417 PHYSICAL THERAPIST	74,398	0	74,398	2,861.49	71,536.76	-.25	100.0%*
14051801 51407 HOME INSTRUCT TEACHE	1,051	0	1,051	.00	.00	1,051.00	.0%
14051803 54338 SPED EDUC SUPPLIES	3,200	0	3,200	119.90	3,397.34	-317.24	109.9%*
TOTAL SPECIAL EDUCATION	4,495,634	0	4,495,634	858,787.27	3,649,912.36	-13,065.63	100.3%

51 AUTISTIC SERVICES

14055101 51436 AUTISTIC COORDINATOR	63,833	0	63,833	6,705.00	28,295.00	28,833.00	54.8%
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09/11/2009 11:41 | TOWN OF ACTON / ACTON PUBLIC SCHOOLS
dkelly | FY '10 SPED PROGRAMS

PG 3
glytdbud

SEPTEMBER 11, 2009

FOR 2010 13

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
14055102 51616 TRAINER	658,220	0	658,220	11,304.40	571,784.13	75,131.47	88.6%
14055103 52463 AUTISTIC CONTRACT SE	0	0	0	1,140.00	.00	-1,140.00	100.0%
TOTAL AUTISTIC SERVICES	722,053	0	722,053	19,149.40	600,079.13	102,824.47	85.8%
TOTAL GENERAL FUND SCHOOL	5,673,925	0	5,673,925	993,488.94	4,467,835.90	212,600.16	96.3%
TOTAL EXPENSES	5,673,925	0	5,673,925	993,488.94	4,467,835.90	212,600.16	
GRAND TOTAL	5,673,925	0	5,673,925	993,488.94	4,467,835.90	212,600.16	96.3%

** END OF REPORT - Generated by Denise Kelly **

Open House Dates

Fall 2009

CONANT - Sept. 14, 7-8 pm, gr. K, 1, 2
Sept. 15, 7-8 pm, gr. 3 & 4
Sept. 16, 7-8 pm, gr. 5 & 6

DOUGLAS – Sept. 16, 6 - 9 p.m.
6-6:45 pm - A.M. /All-Day Kindergarten
7-7:45 pm - Grades 3-4
8-8:45 pm - Grades 5-6

Sept. 23, 6 - 7:45 p.m.
6-6:45 pm - P.M. Kindergarten
7-7:45 pm - Grades 1 & 2

GATES - Sept. 22, 7 p.m.

McTOWNE - Sept. 16, 6:45 – 8 p.m.

MERRIAM - Sept. 15, 7 p.m.

* * *

JUNIOR HIGH – Sept. 30, 7 p.m.

HIGH SCHOOL – Sept. 24, 6:50 p.m.

We invite you to join us
for the ninth annual
C. T. Douglas School
Walk for Peace
Monday, September 21, 2009
Agenda

9:40 Pledge of Allegiance, Douglas School Circle

Speakers: Dr. Chris Whitbeck, Principal
Senator Jamie Eldridge
Representative Jennifer Benson
Dr. Stephen Mills, Superintendent
Reading, student

Song - Peace Like a River, led by Mr. Peter Broggi

10:00 One mile walk through Indian Village

10:30 After the walk - Reconvene in the circle

Closing Remarks – Reading, student
Lauren Rosenzweig
Dr. Chris Whitbeck, Principal

Song - We Shall Live In Peace, led by Mr. Peter Broggi

In celebration of the United Nations Day of Peace,
Douglas School is sponsoring its ninth annual Walk for Peace.
Rain or shine, Douglas students and members of the school community
will walk one mile to raise funds for peace.
Money raised from this effort will be donated to
Pennies for Peace, part of the Central Asian Institute,
to support the building of schools in Pakistan. More information available at
<https://www.ikat.org/pennies-for-peace>

Please join us in this positive and empowering effort.

VIII. 6.
9-17-09

You are invited to attend the

O.D.P. Fall Coffee

*Hosted by the students of the
Occupational Development Program*

Date: Wednesday September 23, 2009

Time: 7:45-9:00 A.M.

Place: Room 124 East

