



**Acton Public
School Committee Meeting
February 17, 2011
7:30 p.m.
at the
R.J. Grey Junior High School Library**

ACTON PUBLIC SCHOOL COMMITTEE MEETING

Library
R.J. Grey Junior High School

February 17, 2011
7:30 p.m.

AGENDA

- 1.0 CALL TO ORDER
- 2.0 CHAIRPERSON'S INTRODUCTION
- 3.0 APPROVAL OF MINUTES of December 16, 2010 (addendum) and STATEMENT OF WARRANT
- 4.0 PUBLIC PARTICIPATION
- 5.0 UNFINISHED BUSINESS
 - 5.1 ALG Report – *John Petersen/Xuan Kong*
 - 5.1.1. Draft Minutes of 1/31/11 meeting
 - 5.2 Acton Finance Committee Report – *Sharon McManus/Xuan Kong (oral)*
 - 5.3 BOS Update – *Herman Kabakoff (oral)*
 - 5.4 FY'11 and FY'12 Budget Update – *Steve Mills/Don Aicardi*
 - 5.4.1. Classroom Assistants
 - 5.4.2. Number of Kindergarten Sections (*oral*)
 - 5.4.3. Presentation slides (*brought to meeting*)
 - 5.4.4. Recommendation to Approve FY'12 APS Budget – **VOTE** – *Steve Mills*
 - 5.5 Health Trust Report – *John Petersen*
 - 5.5.1. 2/10/11 meeting
 - 5.6 Subcommittee Updates
 - 5.6.1. Class Size – *Terry Lindgren (oral)*
 - 5.6.2. Long-Range Strategic Planning – *Steve Mills (oral)*
 - 5.6.3. Policy – *Sharon McManus*
 - 5.6.3.1. Recommendation to Approve New School Committee Policy on Admission of Exchange Students (File: JFABB) – **FIRST READING** – *Marie Altieri*
- 6.0 NEW BUSINESS
- 7.0 FOR YOUR INFORMATION
 - 7.1 Superintendent's Updates, *Steve Mills*
 - 7.1.1. School Cancellations and Determining the Last Day of School (June 21, 2011)
 - 7.1.2. Roof Safety and Snow Removal
 - 7.1.3. Interschool Council meeting on 2/9/11
 - 7.1.4. Race To Nowhere Panel, March 15 at 7 p.m. in High School Auditorium
<http://www.racetonowhere.com/home>
 - 7.2 ELL Student Population Report – January 1 and February 1, *Liza Huber*
 - 7.3 FY'11 Monthly APS Financial Reports, *Don Aicardi*
 - 7.3.1. Budget Status Summary
 - 7.3.2. Budget Status Summary - SPED
 - 7.4 Student Enrollment Numbers/Class Size Info - February 1, 2011, *Marie Altieri*
 - 7.5 Kindergarten Information Night Slides (1/11/11), *Marie Altieri*

Materials for this meeting are posted on the schools' website at <http://ab.mec.edu/about/meetings.shtml>.

- 7.6 Curriculum Update, *Deborah Bookis*
 - 7.6.1 Teacher-to-Teacher Initiative, Session I Feedback Sampling
 - 7.6.2 Giant Traveling Map of Asia Coming to Acton and Boxborough Schools
 - 7.6.3 Mapping the Past – Free workshop for Educators and Map Lovers, 3/3/11
 - 7.6.4 McCarthy-Towne School Change in NCLB Accountability Status 1/27/11
 - 7.6.4.1. Letter to McT Families from D.Krane re Change in NCLB Status
 - 7.6.5 AB Star Party on February 28th 6:30 – 9:00 p.m. Parker Damon Building
 - 7.6.6 5th Grade Market Math Mania was February 8th
 - 7.6.7 3rd Grade Market Math Mania on April 13th 4:30 – 7:30 p.m. at Roche Bros.
- 7.7 APS Food Services Reports, *Kirsten Nelson*
 - 7.7.1. Annual Food Services Update and Point of Sale System
 - 7.7.2. APS Food Services Balances FY’08 – FY’10
 - 7.7.3. FY’10 APS Food Services Report (*same as 1/22/11 binder*)
- 7.8 Correspondence from the Community
 - 7.8.1 “Please Fund Teaching Assistants”
 - 7.8.2 “Vote to Fund Additional School Assistant Hours”
 - 7.8.3 “Proposed Funding of Teachers Assistants”
- 7.9 Links to School Newsletters:
 - Acton Public School Preschool: <http://ab.mec.edu/Preschool/index.htm>
 - 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>

8.0 NEXT MEETINGS

- March 3 at 7:30 pm AB SC at R.J. Grey Junior High School Library
- March 17 at 7:30 pm APS SC at GATES SCHOOL
- March 24 at 7:30 pm Joint AB/APS SC at RJG JH Library (serves as April meetings)
(*Note: January 20, 2011 APS SC meeting was cancelled.*)

9.0 ADJOURNMENT

ALG Minutes Jan 31 Draft

Present: Bart Wendell, facilitator; Lauren Rosenzweig Morton, Mike Gowing BoS; John Petersen, Xuan Kong, SC; Mary Ann Ashton, FC; Steve Mills, Don Aicardi, Steve Ledoux & John Murray, staff. Absent; Bill Mullin, FC.

Audience: Marie Altieri, school staff, Clint Seward, FC; Ruth Kohls, LWV; Paul Huff & Bob Ingram, AVG

Minutes of Jan 13th were accepted

Budget Revenue Update FY 11& 12

Steve L: there has been no indication of 9c cuts. Excise tax bills will be due in Feb where approximately 80% of that revenue will come in. The snow & ice budget was all spent up by the last storm. In the past, they tried to cover the deficit from the operational budget before the close of the FY. "The situation does not look good" based on the weather forecasts.

For FTY 12 House I has a 10% cut in local aid & level Ch 70---going by the ALG plan it is a positive \$1.6m swing.

Mills: Aton, unlike other districts has tried to protect services—but there have been serious cuts. I do like the Governor's statement to increase Ch 70 ; we've downsized the IT dept: have not replaced an asst. superintendent. We've spent \$1m less than budgeted—have not spent the all the stimulus money; holding off on Ed Jobs money. The vote on the regional budget is next Thursday. The report to the SC gave the following options: A. Judicial spending to keep level service B buy needed technology & text books C. let the money flow back into E&D & free cash D. combination. Mills said that if he knew last September what he now knows, he would have spent the ARRA money on the textbooks & technology. In some cases our assumptions have been too conservative---we have a lot of needs—especially in personnel---our class sizes are far too large.

Bart: what about the revenue side?

Lauren: we need to have more discussions. Last year the town shifted \$96k to the schools & now the town is faced with a snow & ice deficit; there are critical positions we have not filled

Bart: I have a sense that ALG was put together out of desperation because we could not talk together. Things can "blow up " here or outside---it's far better that it happens here rather than "back stage" You all need to decide & be very clear as to what you want & need

John I think we're talking about the spreadsheet--**#3 on the agenda**

Don went through the changes in the spreadsheets; on the revenue side the \$500k in new growth has been lowered to \$75k; revenues that are directed solely to the library & school on the recap sheets have been removed; school choice revenue is removed making a \$299k drop in available revenues; Minuteman assessment (\$288k) HIT correction \$104k positive

Basically there is a \$2m deficit for FY 12

MA: last year the FC asked that the use of reserves be kept to \$2m---it was in the ALG plan. We now see that \$3.28m was used

Don: the actions of Town Meeting---contracts, the purchase of the Caouette land (\$753,190) the use of \$808K from NESWC & \$748 from E&D makes the total \$3,278k

J. Petersen: the contracts were not discussed at ALG & were outside the model.

J. Murray; we must go back to Town Meeting to vote on the contracts & cannot take the money from operations but must use that set aside for the contracts. Once the contracts are settled, the money comes from the operating budget

JP: ALG sheet is a model not a plan---it is one of the tools for budget planning; the ALG plan is at least \$1.5m in error for revenues. The issue is to use these numbers as a gut feeling to get to the budgets---it would be a happy case to look at the Town budget as providing needed services at a reasonable total.

Mike: it's tool, much as a speedometer---we have to be in the same realm---as to the State numbers we really don't have a clue---I think it's pushing it a bit to say we have a big error. All we're talking about is the use of reserves---we don't have any "extra"

Lauren: We need to focus on the budgets---I think both are sound---efforts need to keep them at level service & honoring past agreements where everyone is covered for what they need.

JM On the comparison sheet---above the \$2m we need another \$2.1m to balance the use levels or do cuts---House I has \$330k gift or cut. We are already saving from HIT@ \$70k so the amount drops to \$260k

J P: the rates for the HIT last year were too high---I think we will vote to lower the increase to 8%

MA: I think we have done well in the past with our projections. But House I is the first budget to come out---it still needs to go through the House & then the Senate---it could change a lot. There is still a structural state deficit.

I would like to use the Governor's budget less 5%

JP: agree & disagree. We have been way too conservative and have left money unused where there have been real needs that are unmet---we need to state that our unmet needs will require \$2.5m in reserves

Mike: we can put a "stick in the ground" at \$2.5m The town also has capital needs if we use all the reserves in two years we will not have any left.

MA: the FC feels very strongly that the \$2m is the limit for reserve use. We had that limit last year but in fact spent \$3.278m---there are still contracts to be settled and we have the snow & ice...we need to be conservative

Bart: I am hearing a strong push-back on the \$2.5m

Xuan: I have been listening but I need to be an advocate for the schools---the Sc will have to make the ultimate choice---we cannot allow the children to have 20 year-old text books. I know the FC said \$2m but if the SC really needs the money (\$200K) we do not want to be held to a precise number

Bart: I'm hearing between \$2 & \$2.5m range for the reserve use—is that before the close of Town Meeting---before the payment for the deficit in the snow & Ice?

JM: what about the reserves of AARA & EdJobs?

Lauren this money was meant to plug holes in the schools budget---so they don't need to use as many tax dollars

Bart: can someone suggest a proposal for agreement?

Mary Ann: my proposal: Steve Mills saves the Ed Jobs for FY 13--& it does not appear on the ALG spreadsheet this year BUT does appear as reserves for FY 13

Steve M: If I knew this I would have spent the ARRA money last fall. I don't want to see pain on the town side—feel quite strongly that 5% is a \$970k problem (HIT needs to be scrubbed---as do others. What I see as constituting local revenues is the Cherry sheet—Ch 70 Ed Jobs id for FY 13 & is a one-time revenue

Mike: when you use Ed Jobs money you free up other cash

Bart: do we have an agreement to include a proposal for Ed Jobs & AARA?

Don: there's no AARA pot

JM: some want the capacity generated by AARA should be in reserves, others say capacity should not

Bart reminded that one ALG could not tie the hands of the next year.

There was concern on the Town side that there would be level service on one side & level service plus on the other.

It was agreed that Ed Jobs money would be shown as revenue for FY 13

Mary Ann: let's assume from the governor's budget 5% off; ---that will give the sc a better chance to decide which numbers to use; with HIT at 5%

There was a general consensus that there needs to be better scrubbing of the numbers & the info that was now in hand did now allow that---reducing the budgets to stay within the \$2m use of reserves will mean cutbacks. There was also a recognition that each entity would need to make priority lists and as the revenues become clearer, items will be added to the operations or eliminated.

Mary Ann: asked that three year plan be added to the agenda

Bart said he could not make the next scheduled meeting.

The next date will be decided by email.

Adjourned 9:15

Ann Chang

Acton Public Schools
Acton-Boxborough Regional Schools
Personnel Office

TO: Dr. Stephen Mills, Superintendent
DATE: February 9, 2011
FROM: Marie Altieri
SUBJECT: Acton Public Schools Assistants

Acton Public Schools
FY'11
Classroom Assistant Breakout

<u>Classroom Assistants</u>	<u>Hours Per Week</u>	
Appropriated Budget	230 (44 hours per school)	7.67 FTE
PTO Funded	402	13.40 FTE
Extended Day and Before/After School Funded	<u>461.5</u>	<u>15.38 FTE</u>
Total Classroom Assistants	1,093.5	36.45 FTE

FY '12 Recommendation

1. Increase Funding for Classroom Assistants by 18 hours per school per week

Current Budget:	230 (44 per school)	\$136,804
Add:	90 (18 hours per school)	+ \$54,000
Total	320 (62 hours per school)	\$190,804

2. Add 18 hours of Math Instructional Assistant to each elementary school \$54,000

Total Increase:	\$108,000
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5.4.11

Office of the Superintendent
Acton Public Schools
Acton-Boxborough Regional School District
(978) 264-4700 x 3211
<http://ab.mec.edu>

TO: Acton Public School Committee
FROM: Steve Mills
DATE: February 3, 2011
RE: **Recommendation for FY'12 Acton Public School District Budget**

The Administration recommends that the school year 2011-2012 Acton Public School District Budget be set at \$26,374,059. This budget covers the period July 1, 2011 through June 30, 2012.

CC: Donald Aicardi, Director of Finance
Marie Altieri, Director of Personnel

Acton Health Insurance Trust Report

John Petersen

The Trust met on February 10, 2011

- Cash Flow Report (Jul-Feb) showed a favorable variance of \$763K (+8%ytd)
- The Health Insurance Trust FY10 audit report was approved
- The trustees determined that reserves should be maintained between 15-25% of annual expenses
- Trustees considered various factors contributing to rate changes for FY12
 - Favorable performance YTD, reserve levels
 - Health Care Inflation
 - Migration from MHP and PPO
 - Changed Federal requirements
 - No co-pays allowed for preventative care
 - family plan coverage extended to adults under 26

The trustees set preliminary rates as follows:

Preliminary Health Insurance Rates by Plan for 2012 – As voted 10 Feb 2011

Town & School Rates - \$/month, % increase re 2010

	MHP		Blue Care Elect		Net Blue		HPHC	
Individual	1309	8.0%	1096	4.5%	653	4.5%	653	2.9%
Family	3067	12.0%	2580	7.5%	1544	6.5%	1544	4.3%
Ratio	2.34		2.35		2.36		2.36	

Ratio is family rate to individual rate

1. The rate proposal below continues to move family/individual rate ratios to align with general actuarial experience.
 2. The same rate was voted for both Net Blue and HPHC
 3. The average rate increase for MHP is about 10% (unfavorable ytd experience)
 4. The average rate increase for the HMO's and PPO is about 5%
 5. Town and School rates were unified (Copays will be reviewed at 24 Feb meeting to determine if the town rate should be lower than the school rate)
 6. Medex rate unchanged at \$425/month. Cook & Co to present proposal harmonizing drug co-pays with other plans and adjusting rates at 24 Feb meeting
- The trustees will vote final rates at our meeting on February 24th.
 - Next Trust Meeting Thursday February 24th at 8am RJ Grey CO conference room

File: JFABB**ADMISSION OF EXCHANGE STUDENTS**

The District may accept, on a tuition free basis, with the approval of the building Principal and the Superintendent and on a space available basis, up to three exchange students per year. The exchange student must:

Deleted: Committee

- 1) Be sponsored by an officially recognized exchange student program.
- 2) Reside with a host family in one of the district towns.
- 3) Have a working knowledge of the English Language.
- 4) Hold a J1 Visa.

Formatted: Bullets and Numbering

Students who are accepted and placed in grade 12 will be ineligible to receive a diploma, but may be awarded a certificate of attainment.

Verification of local residence and pertinent records must be provided by the student/organization to the District before approvals are issued.

Deleted: administration

2/1/11

Deleted: 1/27

Office of the Superintendent
 Acton Public Schools
 Acton-Boxborough Regional School District
 (978) 264-4700 x 3211
<http://ab.mec.edu>

TO: All Members of the Acton Public and Acton-Boxborough Regional School Communities
 FROM: Superintendent Stephen Mills
 DATE: 1/27/11
 RE: School Cancellations and Determining the Last Day of School

As you know, we are experiencing a very severe winter in terms of temperature and record snow fall. It has been years since the school superintendent in these districts has had to cancel school four times before the end of January, as we have had to do. Having received a number of emails and phone calls, I thought it might be helpful to explain the process involved in canceling school due to weather.

Certain factors are nonnegotiable:

1. The physical safety of everyone in the community is top priority.
2. Two travel times each day, morning and afternoon, must be considered.
3. We are required by law to have 180 school days that must be completed by June 30th, the end of the fiscal year.

Conversations are coming up in the media about canceling February or April school vacations to make up for snow days. I fully understand that many of you plan months/years in advance for family vacations during those weeks so I have no intention of recommending to the School Committees that either of those vacation weeks be canceled.

Please let me explain my decision-making process regarding delays and cancellations. Like you, I carefully watch the weather forecast on numerous stations, the day and evening preceding a potential storm. The next day, I get up at 4:00 a.m. and check several television stations and internet weather sites reporting on the local forecast. At 4:30 a.m., I talk with a professional meteorologist who focuses on the Metrowest/west Boston communities. I speak with a group of my colleague superintendents in neighboring communities and listen to their thinking. I call my Director of Facilities who has usually spoken to our Acton and Boxborough highway and safety personnel to check on the roads.

At approximately 4:45 a.m. I decide to do one of three things:

1. Let school proceed as usual
2. Delay the opening of school for 1-2 hours (particularly problematic on a Thursday because the APS elementary schools dismiss early that day)
3. Cancel school for the day

As in everything I do, I make a decision based on the best available information that I have at the time.

This being New England, school superintendents are very reticent to cancel school if the forecast calls for less than 4 inches or so of snow. This type of forecast happens 10 – 20 times every winter. Understanding that we are required by law to have 180 school days, the last day of school at this time will be Monday, June 20, 2011. The school calendar every year builds in 5 snow days for your planning purposes. If there is another cancelled day, that will take us to Tuesday, June 21. I understand that many families make plans for the last week in June including summer camps, vacations, etc. Please know that given it is only late January, there is a distinct probability that we will have to go further into that week of June 20 to meet our legal obligation. I respectfully request that you plan accordingly now for that week.

I hope this memo helps to inform our community about the importance of this issue and that I take my responsibility to insure all of our safety most seriously.

Thank you.

Office of the Superintendent
Acton Public Schools
Acton-Boxborough Regional School District
(978) 264-4700 x 3211
<http://ab.mec.edu>

TO: All Members of the Acton Public and Acton-Boxborough Regional School
Communities
FROM: Superintendent Stephen Mills
DATE: 2/3/11
RE: Roof Safety and Snow Removal

Understandably, there have been some concerns expressed about the structural integrity of the roofs of our school buildings given the recent snow storms. I have met extensively with JD Head, our District Facilities Manager, and am confident that these concerns are being addressed.

Mr. Head has 25 staff members working full time removing snow from sections of roofs that have the potential to be problematic. He has spot checked some areas and no weight has approached the minimum code requirements of 30-40 lbs per square foot. Every storm drain has been cleared to maximize drainage thereby relieving the pressure of the snow. Certain areas that would pose the greatest concern have been shoveled. This includes flat sections of roofing adjacent to pitched sections where larger amounts of snow accumulate. Similarly the external corridors leading to the modulars, as well as the modular roofs are being cleared. According to Mr. Head, the vast majority of the interior roof of any school building, such as over classrooms, are quite safe because they have weight bearing walls supporting the roof. Large roof surfaces such as the gymnasiums and auditoriums that do not have weight bearing support from below are being cleared. Our school facilities personnel will regularly monitor the situation and keep me apprised of any changes if there is further snow accumulation. At this time, Mr. Head feels certain that the roofs are safe for building occupancy.

Office of the Superintendent
Acton Public Schools
Acton-Boxborough Regional School District
Acton, MA 01720

INTERSCHOOL COUNCIL MEETING

Wednesday, February 9, 2011

6:00 - 7:00 p.m.

R.J. Grey Junior High School Classroom #409

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AGENDA

1. Welcome
2. Superintendent's Update
 - 2011-2012 School Calendar
 - Long-Range Strategic Planning Subcommittee
3. FY'12 Budget
 - Regional Assessment voted on 2/3/11
 - Local APS Budget to be voted on 2/17/11
4. Sharing between Schools
5. Next Meeting: April

**MONTHLY REPORTING OF
ELL STUDENT POPULATION**

Acton Public Schools

February 1, 2011

Category	Total as of 1/1/2011	Additions	Subtractions	Total as of 2/1/2011
Conant	27	0	-1	26
Douglas	21	0	0	21
McCarthy-Towne	20	+1	0	21
Merriam	32	0	0	32
APS TOTAL	100	+1	-1	100

**MONTHLY REPORTING OF
ELL STUDENT POPULATION**

Acton Public Schools

January 1, 2011

Category	Total as of 12/1/2010	Additions	Subtractions	Total as of 1/1/2011
Conant	28	0	-1	27
Douglas	23	0	-2	21
McCarthy-Towne	19	+1	0	20
Merriam	33	0	-1	32
APS TOTAL	103	+1	-4	100

7.3.1.

02/11/2011 13:06 |TOWN OF ACTON / ACTON PUBLIC SCHOOLS
dkelly |FY11 OBJECT SUMMARY

|PG 1
|glytdbud

FEBRUARY 11, 2011

FOR 2011 99

	ORIGINAL APPROP	TRANSFERS/ ADJUSTMENTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED

1005 GENERAL FUND SCHOOL							

01 SALARIES, TEACHING	12,053,190	-120,182	11,933,008	5,693,789.67	5,833,124.08	406,094.25	96.6%
02 SALARIES, PRINCIPALS	532,710	173,477	706,187	434,633.00	271,554.00	.00	100.0%
03 SALARIES, CENTRAL AD	405,664	0	405,664	241,366.62	153,784.86	10,512.52	97.4%
04 SALARIES, SUPP STAFF	2,949,771	-63,295	2,886,476	1,392,435.02	1,224,693.07	269,347.91	90.7%
06 SALARIES, BUILDINGS	247,342	0	247,342	167,220.67	81,449.34	-1,328.01	100.5%
07 SALARIES, CUSTODIAL	658,951	0	658,951	377,824.94	190,893.77	90,232.29	86.3%
08 SALARIES, HOME INSTR	1,019	0	1,019	.00	.00	1,019.00	.0%
09 SALARIES, SUBSTITUTE	265,973	1,000	266,973	180,922.94	4,315.24	81,734.82	69.4%
10 FRINGES, COURSE REIM	17,000	0	17,000	9,068.25	.00	7,931.75	53.3%
11 FRINGES, HEALTH INSU	3,628,313	0	3,628,313	2,485,952.52	.00	1,142,360.48	68.5%
16 INSTRUCTIONAL SUPPLI	232,400	-4,052	228,348	171,300.32	18,846.95	38,200.96	83.3%
17 INSTRUCTIONAL TEXTBO	83,379	3,552	86,931	56,470.73	3,437.26	27,022.78	68.9%
18 INSTRUCTIONAL, LIBRA	17,042	0	17,042	10,249.40	4,183.18	2,609.42	84.7%
19 OTHER, CAPITAL OUTLA	262,688	-500	262,188	186,418.50	21,250.52	54,518.98	79.2%
23 OTHER, MAINTENANCE B	211,468	0	211,468	132,973.46	16,744.13	61,750.41	70.8%
24 OTHER, MAINTENANCE O	83,998	0	83,998	59,489.04	6,227.53	18,281.43	78.2%
26 OTHER, LEGAL SERVICE	65,000	0	65,000	11,311.25	120.00	53,568.75	17.6%
27 OTHER, ADMIN SUPPLIE	189,879	10,000	199,879	106,601.83	11,752.59	81,524.58	59.2%
29 OTHER, CUSTODIAL SUP	45,100	0	45,100	31,962.38	834.66	12,302.96	72.7%
30 OTHER, SPED TRANSPOR	446,033	0	446,033	446,033.00	.00	.00	100.0%
31 OTHER, STUDENT TRANS	338,716	0	338,716	286,772.74	7,508.28	44,434.98	86.9%
32 OTHER, TRAVEL	11,761	0	11,761	8,017.76	.00	3,743.24	68.2%
33 OTHER, SPED TUITION/	2,192,407	0	2,192,407	1,264,460.94	941,931.31	-13,985.25	100.6%
34 OTHER, UTILITIES	970,645	0	970,645	481,013.07	16,360.37	473,271.56	51.2%
TOTAL GENERAL FUND SCHOOL	25,910,449	0	25,910,449	14,236,288.05	8,809,011.14	2,865,149.81	88.9%
GRAND TOTAL	25,910,449	0	25,910,449	14,236,288.05	8,809,011.14	2,865,149.81	88.9%

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

Note: The following will be reclassified from Appropriated once monies are received and processed:

Circuit Breaker Reimbursement	\$299,099
ARRA SPFSF	\$ 27,204
ARRA IDEA	\$ 1,486
Ed Jobs	\$353,078

7.3.2

02/11/2011 13:07 | TOWN OF ACTON / ACTON PUBLIC SCHOOLS
dkelly | PY11 SPED PROGRAMS

PG 1
glytdbud

FEBRUARY 11, 2011

FOR 2011 99

	ORIGINAL APPROP	TRANFRS/ ADJUSTMIS	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	375.00	120.00	44,505.00	1.1%
11040501 51502 PS:SECRETARY	47,020	0	47,020	37,473.41	29,859.38	-20,312.79	143.2%
14040501 51411 SPED CHAIRPERSON	92,000	0	92,000	56,398.40	35,601.60	.00	100.0%
14040524 51419 COORDINATOR	27,104	0	27,104	16,615.20	10,488.30	.50	100.0%
14050503 51433 SUMMER PROGRAM STIPE	38,800	15,450	54,250	54,197.00	.00	53.00	99.9%
14050504 51615 SUMMER SPED ASST	38,800	38,000	76,800	61,317.49	.00	15,482.51	79.8%
14050505 52468 TRANSLATION	0	10,000	10,000	9,050.00	950.00	.00	100.0%
14050509 54305 SPED TEXTBOOKS	2,371	0	2,371	2,566.60	.00	-195.60	108.2%
14050510 54302 OCCUPATIONAL THERAPY	822	0	822	796.28	.00	25.72	96.9%
14050511 52409 IN SERVICE CONFERENC	1,152	0	1,152	125.00	.00	1,027.00	10.9%
14050520 51409 REFERRAL TO SPECIALI	0	0	0	15,920.10	500.00	-16,420.10	100.0%
14050521 52443 SPED REFERRAL TO SPE	114,586	-10,000	104,586	52,799.10	52,743.78	-956.88	100.9%
14050521 52452 SUMMER PROGRAM, CS	43,650	-53,450	-9,800	.00	.00	-9,800.00	.0%
14050522 52462 PS SEC 504 CONTR SVC	996	0	996	.00	.00	996.00	.0%
TOTAL SW SPECIAL EDUCATION	452,301	0	452,301	307,633.58	130,263.06	14,404.36	96.8%
18 SPECIAL EDUCATION							

05051801 52416 SPED INDEP EVALUATIO	4,840	0	4,840	900.00	.00	3,940.00	18.6%
05051802 52404 SPED PERIODICALS/SUB	780	0	780	773.87	.00	6.13	99.2%
05051802 52406 SPED POSTAGE	2,614	0	2,614	2,614.00	.00	.00	100.0%
05051802 52407 SPED INSVC CONFERENC	341	0	341	420.00	.00	-79.00	123.2%
05051802 52408 SPED TRAVEL - LOCAL	176	0	176	.00	.00	176.00	.0%
05051802 52410 SPED DUES & FEES	296	0	296	430.00	.00	-134.00	145.3%
05051802 52455 SPED MNT COPY EQUIP	3,371	0	3,371	2,781.79	3,184.21	-2,595.00	177.0%
05051802 52456 SPED MNT OFFICE EQUI	275	0	275	285.00	.00	-10.00	103.6%
05051803 54301 SPED OFFICE SUPPLIES	3,402	0	3,402	3,086.78	736.46	-421.24	112.4%
05051804 58708 SPED OUTLAY EQUIP	10,650	0	10,650	16,225.24	10,670.00	-16,245.24	252.5%
05051805 52424 MEDICAID SERVICES	1,040	0	1,040	.00	.00	1,040.00	.0%
05051806 52413 SPED MEDICAL SERVICE	2,421	0	2,421	.00	.00	2,421.00	.0%
05051807 52425 SPED TUITION - CASE	501,007	0	501,007	452,545.00	.00	48,462.00	90.3%
05051808 52426 SPED TUITION PRIVATE	1,163,435	0	1,163,435	368,614.99	552,237.95	242,582.06	79.1%
05051808 52465 CIRCUIT BREAKER TUIT	-321,575	0	-321,575	.00	.00	-321,575.00	.0%
05051810 52430 CD: SPED CASE TRANSP	446,033	0	446,033	446,033.00	.00	.00	100.0%

1 of 3

FEBRUARY 11, 2011

FOR 2011 99

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
06041801 51408 SPED TEACHER	281,717	0	281,717	131,571.72	153,500.28	-3,355.00	101.2%
06041802 51418 SPEECH TEACHER	75,135	0	75,135	34,677.83	40,457.41	-.24	100.0%
06041803 51624 SPED EDUCATION ASST	210,246	0	210,246	67,225.11	69,916.16	73,104.73	65.2%
06051801 54305 RES TEXTBOOKS	521	0	521	659.29	.00	-138.29	126.5%
06051802 54332 EDUC NEEDS SUPPLIES	575	0	575	1,207.47	.00	-632.47	210.0%
06051802 54333 SPEECH SUPPLIES	429	0	429	258.60	.00	170.40	60.3%
07041801 51408 SPED TEACHER	156,169	0	156,169	81,067.20	76,650.80	-1,549.00	101.0%
07041802 51418 SPEECH TEACHER	90,863	0	90,863	41,936.76	48,926.24	.00	100.0%
07041803 51624 SPED EDUCATION ASST	85,689	0	85,689	29,290.02	27,985.29	28,413.69	66.8%
07051801 54305 RES TEXTBOOKS	521	0	521	429.57	.00	91.43	82.5%
07051801 54334 EDUC NEEDS TEXTS	330	0	330	331.33	.00	-1.33	100.4%
07051802 54330 RESOURCE SUPPLIES	0	0	0	112.20	.00	-112.20	100.0%
07051802 54332 EDUC NEEDS SUPPLIES	575	0	575	881.06	.00	-306.06	153.2%
07051802 54333 SPEECH SUPPLIES	423	0	423	351.38	.00	71.62	83.1%
08041801 51408 SPED TEACHER	233,740	-22,733	211,007	93,291.24	108,839.76	8,876.00	95.8%
08041802 51418 SPEECH TEACHER	87,246	0	87,246	40,982.28	47,812.72	-1,549.00	101.8%
08041803 51624 SPED EDUCATION ASST	187,102	0	187,102	55,879.02	55,919.50	75,303.48	59.8%
08051801 54305 RES TEXTBOOKS	521	0	521	1,017.70	.00	-496.70	195.3%
08051802 54332 EDUC NEEDS SUPPLIES	479	0	479	593.07	.00	-114.07	123.8%
08051802 54333 SPEECH SUPPLIES	429	0	429	305.35	.00	123.65	71.2%
09041801 51408 SPED TEACHER	260,502	0	260,502	120,702.12	140,818.88	-1,019.00	100.4%
09041802 51418 SPEECH TEACHER	87,634	0	87,634	29,156.16	25,017.84	33,460.00	61.8%
09041803 51624 SPED EDUCATION ASST	87,351	0	87,351	32,022.09	32,882.76	22,446.15	74.3%
09051801 54334 EDUC NEEDS TEXTS	622	0	622	627.33	.00	-5.33	100.9%
09051802 54330 RESOURCE SUPPLIES	479	0	479	477.43	81.99	-80.42	116.8%
09051802 54333 SPEECH SUPPLIES	429	0	429	864.67	.00	-435.67	201.6%
10041801 51408 SPED TEACHER	291,873	0	291,873	127,595.72	152,050.63	12,226.65	95.8%
10041802 51418 SPEECH TEACHER	76,289	0	76,289	35,210.28	41,078.72	.00	100.0%
10041803 51624 SPED EDUCATION ASST	187,385	0	187,385	79,204.94	73,225.49	34,954.57	81.3%
10051801 54334 EDUC NEEDS TEXTS	622	0	622	.00	.00	622.00	.0%
10051802 54332 EDUC NEEDS SUPPLIES	571	0	571	593.07	.00	-22.07	103.9%
10051802 54333 SPEECH SUPPLIES	429	0	429	.00	.00	429.00	.0%
14041801 51416 SPED OCCUP THERAPIST	210,901	0	210,901	99,154.00	110,752.52	994.48	99.5%
14041801 51417 PHYSICAL THERAPIST	75,372	0	75,372	34,787.04	40,584.96	.00	100.0%
14051801 51407 HOME INSTRUCT TEACHE	1,019	0	1,019	.00	.00	1,019.00	.0%
14051803 54338 SPED EDUC SUPPLIES	3,104	0	3,104	3,251.54	53.80	-201.34	106.5%
TOTAL SPECIAL EDUCATION	4,516,398	-22,733	4,493,665	2,440,424.26	1,813,384.37	239,856.37	94.7%

51 AUTISTIC SERVICES

14045101 51436 AUTISTIC COORDINATOR	35,000	0	35,000	25,425.81	26,909.19	-17,335.00	149.5%
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02/11/2011 13:07 |TOWN OF ACTON / ACTON PUBLIC SCHOOLS
dkelly |FY11 SPED PROGRAMS

|PG 3
|glytdbud

FEBRUARY 11, 2011

FOR 2011 99

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	PCT USED
14045102 51616 TRAINER	658,220	0	658,220	279,930.44	352,295.87	25,993.69	96.1%
14055103 52463 AUTISTIC CONTRACT SE	1,106	0	1,106	.00	.00	1,106.00	.0%
TOTAL AUTISTIC SERVICES	694,326	0	694,326	305,356.25	379,205.06	9,764.69	98.6%
TOTAL GENERAL FUND SCHOOL	5,663,025	-22,733	5,640,292	3,053,414.09	2,322,852.49	264,025.42	95.3%
TOTAL EXPENSES	5,663,025	-22,733	5,640,292	3,053,414.09	2,322,852.49	264,025.42	
GRAND TOTAL	5,663,025	-22,733	5,640,292	3,053,414.09	2,322,852.49	264,025.42	95.3%

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

Note: The following will be reclassified from Appropriated once monies are received and processed:
Circuit Breaker Reimbursement \$299,099
ARRA IDEA \$ 1,486

MONTHLY ENROLLMENT
ACTON PUBLIC SCHOOLS
ACTON-BOXBOROUGH REGIONAL SCHOOLS
2010-2011 ACADEMIC YEAR

Feb-11

Levels	Sept. 1			Oct. 1			Nov. 1			Dec. 1			Jan. 1			Feb. 1			Mar. 1			Apr. 1			May 1			Jun 1					
	A	B(f)	C	Tot	A	B(f)	C	Tot	A	B(f)	C	Tot	A	B(f)	C	Tot	A	B(f)	C	Tot	A	B(f)	C	Tot	A	B(f)	C	Tot					
K	318	48	8	326	320	49	8	328	325	49	8	333	324	51	8	332	323	51	8	331	324	50	8	332	0	0	0	0	0				
1	347	54	7	354	347	55	6	353	347	54	6	353	349	54	6	355	350	54	6	356	350	54	6	356	0	0	0	0	0				
2	344	69	2	346	342	68	2	344	346	68	2	348	347	67	2	349	346	67	2	348	347	67	2	349	0	0	0	0	0				
3	343	68	2	345	344	68	2	346	342	68	2	344	344	68	2	346	343	67	2	345	344	67	2	346	0	0	0	0	0				
4	370	71	5	375	369	71	5	374	370	71	5	375	370	71	5	375	371	70	5	376	371	70	5	376	0	0	0	0	0				
5	362	80	3	365	360	80	4	364	364	82	4	368	361	82	4	365	359	82	4	363	362	82	4	366	0	0	0	0	0				
6	393	75	1	394	394	75	1	395	394	76	1	395	392	76	1	393	392	76	1	393	394	76	1	395	0	0	0	0	0				
K-6 Ungr.	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				
In D.Pre-sch.	40	7	0	40	41	7	0	41	44	7	0	44	48	7	0	48	50	9	0	50	50	10	0	50	0	0	0	0	0	0			
O.D. Pre-sch.	8	3	0	8	5	3	0	5	1	3	0	1	1	3	0	1	1	2	0	1	1	2	0	1	0	0	0	0	0	0			
O.D. SPED K-6	13	4	0	13	13	4	0	13	20	4	0	20	20	4	0	20	20	4	0	20	20	4	0	20	0	0	0	0	0	0			
A.P.S. Total	2538	478	28	2566	2535	480	28	2563	2553	482	28	2581	2556	483	28	2584	2555	462	28	2563	2563	462	28	2591	0	0	0	0	0	0	0		
7	400	73	8	481	395	69	9	473	397	70	9	476	396	70	9	475	394	71	9	474	394	70	9	473	0	0	0	0	0	0	0		
8	401	76	5	482	401	75	5	481	401	75	5	481	400	75	5	480	402	76	5	483	402	76	5	483	0	0	0	0	0	0	0	0	
J.H.S. Total	801	149	13	963	796	144	14	954	798	145	14	957	796	145	14	955	796	147	14	957	796	146	14	956	0	0	0	0	0	0	0	0	
9	416	110	3	529	402	108	4	514	404	108	4	516	406	108	4	518	406	108	4	518	408	108	4	520	0	0	0	0	0	0	0	0	
10	394	100	6	500	390	101	6	497	392	101	6	499	391	100	6	497	388	101	6	495	386	100	6	492	0	0	0	0	0	0	0	0	
11	381	93	6	480	370	97	8	475	370	97	8	475	370	96	8	474	368	96	6	470	368	96	6	470	0	0	0	0	0	0	0	0	
12	385	117	12	514	381	115	12	508	381	115	12	508	381	115	12	508	382	114	12	508	382	114	12	508	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	0	0	0	0	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	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
H.S. Total	1576	420	27	2023	1543	421	30	1994	1547	421	30	1998	1548	419	30	1997	1544	419	28	1991	1544	418	28	1990	0	0	0	0	0	0	0	0	0
Total JHS & HS	2377	569	40	2986	2339	565	44	2948	2345	566	44	2955	2344	564	44	2952	2340	566	42	2948	2340	564	42	2946	0	0	0	0	0	0	0	0	0
O.D. SPED 7-12	43	10	0	53	42	11	0	53	41	10	0	51	40	11	0	51	41	11	0	52	38	11	0	49	0	0	0	0	0	0	0	0	0
Reg. Total	2420	579	40	3039	2381	576	44	3001	2386	576	44	3006	2384	575	44	3003	2381	577	42	3000	2378	575	42	2995	0	0	0	0	0	0	0	0	0
A.P.S. Total	2538	478	28	2566	2535	480	28	2563	2553	482	28	2581	2556	483	28	2584	2555	462	28	2563	2563	462	28	2591	0	0	0	0	0	0	0	0	0
Reg. Total	2420	579	40	3039	2381	576	44	3001	2386	576	44	3006	2384	575	44	3003	2381	577	42	3000	2378	575	42	2995	0	0	0	0	0	0	0	0	0
Grand Total	4958	579	68	5605	4916	576	72	5564	4939	576	72	5587	4940	575	72	5587	4936	577	70	5583	4941	575	70	5586	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

NESDEC Correction 10/6/10 7th Sheet

Students other than Choice counted under column C:

Staff Students -
 Tuition In Students -
 Sped Tuition in Students

D. Alcardi
 A. Bisewicz
 K. Nelson
 E. Weiner

C. Bates

All Principals (2)

Distribution:

In D. = In District

S. Mills
 M. Altieri
 D. Bookis
 L. Huber

7.4

10f2

Grade	YO	Conant			Total	Douglas			Total	Gates			Total	McCarthy-Towne			Total	Merriam			Total	#Sec.	Avg.	Size	
	Rm	CAD	CB	CC		DAD	DB	DC		GAD	GB	GC	2#	TAD	TB	TC	[3]2#	MAD	MB	MC	MC2	4#	8#		
K-23		21	21	21	63	21	21	21	63	21	20	21	62	20	20	21	61	21	21	21	20	83	332	16	20.8
	Rm	3	4	6	1#	3	4	5	1#	1	3	8	1#	113	311	312	[2]2#	323	234	20	224	1#	6#		
Gr. 1-2		22	23	23	68	22	22	22	66	21	23	22	66	22	23	23	68	22	22	22	22	88	356	16	22.3
	Rm	5	7	8	6	6	7	8	6	5	6	10	1#	114	301	302	[1]	231	321	321	135	1#	2#		
Gr. 2-2		23	24	23	70	23	23	24	70	24	24	23	71	21	23	24	68	23	23	24	70	349	15	23.3	
	Rm	9	10	17	9	9	10	11	7	7	9	17		212	213	314	[2]1#	222	233	332	1#	2#			
Gr. 3-2		24	23	23	70	22	22	24	68	23	23	24	70	24	23	23	70	23	23	22	68	346	15	23.1	
	Rm	18	19	20	24	12	13	14	18	18	19	20	1#	115	210	310	[0]	330	331	230	4#	5#			
Gr. 4-1		25	25	26	76	25	25	25	75	25	25	25	75	25	25	25	75	25	25	25	75	376	15	25.1	
	Rm	14	15	16	19	19	20	21	1#	14	15	16		211	303	313	[4]	223	335	235	3#	4#			
Gr. 5-1		24	24	25	73	24	25	25	74	24	24	25	73	25	24	25	74	24	24	24	72	366	15	24.4	
	Rm	11	12	13	15	16	17		11	11	12	13		112	214	215		333	324	232	335	1#	1#		
Gr. 6-1		25	25	25	75	25	24	25	74	24	24	24	72	25	25	25	75	25	24	25	99	395	16	24.7	
	Total Staff				1#				2#				5#	Case +	[12]	Average	24.0	5#				15#	28#		
Total		21	21	21	495	21	21	21	490	21	21	21	489	21	21	21	491	24	24	24	24	555	2520	108	23.3
	Range	21	26			21	25			20	25			20	25			20	25			20	26		

Kindergarten Registration Evening

January 2011

Welcome Class of 2024!

Excitement
Anxiety
KINDERGARTEN
Fun
Independence



1/11/11

2

"Open Enrollment"

- Parents specify order of preference for five elementary schools.
- Lottery held in April for schools that are over-subscribed.



1/11/11

3

Timeline

- Tonight: General Overview
Curriculum
Registration
- The next Two Months:
Visit and learn about each of the five schools
- March 15 and 16 Register with order of preference.
- Mid-April Lottery and school assignment.



1/11/11

4

In the Acton Public Schools, You will Find

- Caring experienced Principals
- Rich Curriculum
- Exciting caring teachers
- Diverse engaged students
- Committed Parents
- Children who thrive



1/11/11

5

Welcome to a
Day in the
Life of a
Kindergartener



1/11/11

6

Choice Time

Typically, the Kindergarten day begins with choice time. This child directed time is a chance for children to transition into the school day, to explore the classroom, and to interact with their peers.



1/11/11

7

Choice Time

Choice time is a great time to explore and build new creations.



Children explore topics together through fantasy play.

1/11/11

8

Morning Meeting

When Choice time is over, the class comes together for Morning Meeting. This is a time for children to practice the hands on, listening and behavior skills they will need for school.



Morning Meeting is also a time when children are actively engaged in important elements of the academic kindergarten curriculum. Meeting might include sharing a story, counting the days of school, or a discussion of weather.



1/11/11

9

Morning Meeting

Teachers give children roles as helpers, which give the children opportunities to develop their sense of responsibility, and to experience a taste of leadership.



1/11/11

10

Curriculum & Instruction

After Meeting, it's generally time for more teacher directed instructional time. Sometimes instruction is independent, sometimes it is done in groups, and sometimes there are whole class learning activities. As you will see, there's plenty to do, endless fun to be had, and so much to learn!



1/11/11

11

Mathematics

In kindergarten children learn math through many hands on activities:

Counting with blocks



Geometric shapes



Measurement



1/11/11

12

Science



Science in Kindergarten is a chance for children to improve their observational skills, and to become more aware of the world around them.



1/11/11

13

Science

Reading a map



Nature Trails



Looking through handmade binoculars

Guessing...what's in the Mystery Box?



1/11/11

14

Reading and Literacy

In Kindergarten children work on a variety of pre-literacy and early literacy skills.



1/11/11

15

Reading and Literacy



1/11/11

Art, Music & Phys Ed

The Kindergarten curriculum includes Art, Music, and Physical Education. These are critical components to the development of well-rounded kindergarten students.



1/11/11

17

Learning through Art

Instructional time often includes art as part of many curricular units. Art encourages children to use observational skills, to improve their hand-eye coordination, and to expand their imaginations and express themselves.



1/11/11

18

Fieldtrips and Special Activities

Value is added to the curriculum through the use of outside resources including visitors and fieldtrips.



1/11/11

19

Snack and Recess



1/11/11

Then, it is time to go home!



1/11/11

21

Two School Districts

- Acton Public Schools
Grades K - 6
5 Elementary Schools
2500 Students
- Acton-Boxborough Regional Schools
Grades 7 - 12
R.J. Grey Jr. High Grades 7 & 8 1000 Students
Acton-Boxborough Regional High School
Grades 9 - 12 2000 Students

Students attend the Jr. High and High School from the five Acton elementary schools and Boxborough's Blanchard elementary school.

1/11/11

22

Five Elementary Schools

The Parker Damon Building



McCarthy-Towne

Merriam

1/11/11

23

Five Elementary Schools



Conant



Douglas



Gates

1/11/11

24

Five Elementary Schools

McCarthy-Towne	Rt. 111 - School Campus
Merriam	Rt. 111 - School Campus
Conant	Taylor Rd./Route 2
Douglas	Elm St. West Acton
Gates	Spruce St. West Acton

1/11/11

25

All Day and Half Day Kindergarten

- Each school has three kindergarten sections

Two Half Day

- » One AM
- » One PM
- » Switch at end of January

One All Day

- » Fee based
- » \$4300 per year

*Merriam has a fourth kindergarten this year and will likely have a fourth kindergarten next year (3 half day and one all day)

1/11/11

26

Early and Late Schedules

- Early Schedule 8:30 - 2:45
2011: Conant, Merriam and McCarthy-Towne
Kindergarten 8:30 - 11:15 (Thursday 12:15)
12:00 - 2:45
 - Late Schedule 9:15 - 3:30
2011: Gates and Douglas
Kindergarten 9:15 - 12:00 (Thursday 1:00)
12:45 - 3:30
- Elementary Schools have half days every Thursday - no PM Kindergarten
- Early and Late Schedules alternate each year

1/11/11

27

Kindergarten Entrance Age

Children reaching the age of five
on or before
September 1st
are eligible and expected to be enrolled in
Kindergarten in September of that
calendar year.

1/11/11

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Priority Enrollment

Families will be placed at their first choice school if they meet certain criteria:

- Siblings of students currently in grades K-12 who attend or attended that elementary school.
- Walkers - families who live less than a one mile "safe walk"
- Some children with special needs

1/11/11

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Children with Special Needs

- Most children with special needs can be placed at any of the five schools.
- If a child needs to be placed at a specific school, it will be discussed at the Team Meeting.

1/11/11

30

English Language Learners

- We have support programs for children for whom English is not their primary language.
- The Registration form has questions related to spoken languages. The ELL Teacher will screen students before placement.
- ELL is available at all elementary schools except for Gates.

1/11/11

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Handouts

- Kindergarten Registration Schedule - **Purple**
- Kindergarten Handbook 2010 - **Yellow**
- Kindergarten Registration Forms - **Blue**
- Extended Day Program
Registration Form - **White**,
Information Form - **Goldenrod**
Brochure - **Pink**

1/11/11

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Registration Schedule

- School Daytime Tours - **January - March**
- Early Registration for Priority Candidates -
Siblings & Walkers Jan 18 9:00 am to 12:00 noon
and 7:00 to 9:00 pm
Jan 19 9:00 am to 12:00 noon
- School Based Parent Information Evening
Meetings - **Tuesday nights January 25 - March 1**
- Kindergarten Registration for new families -
March 15th 9:00 am - 12:00 noon and 7:00 - 9:00 pm
March 16th 9:00 am - 12:00 noon
- **Lottery and Placements: April**

1/11/11

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School Daytime Tours

1/19; 1/25; 2/2; 2/7

Conant, McCarthy-Towne and Merriam :
9:30 - 10:45 &
11:00 - 12:15
Douglas and Gates:
8:45 - 10:00 &
12:30 - 2:00

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Early Registration for Priority Candidates

- **January 18** 9:00 am - noon; 7:00 - 9:00 pm
- **January 19** 9:00 am - noon
- Siblings of current Acton/AB students
- Walkers

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Parent Information Evening Meetings

Will be held in the Cafetorium at each school

- Tuesday, January 25, 7:00 p.m. @ **Gates**
- Tuesday, February 1, 7:00 p.m. @ **Merriam**
- Tuesday, February 8, 7:00 p.m. @ **Douglas**
- Tuesday, February 15, 7:00 p.m. @ **McCarthy-Towne**
- Tuesday, March 1, 7:00 p.m. @ **Conant**

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Kindergarten Registration

- March 15th and 16th
 - at R J Grey Junior High
 - **3/15**
 - 9 am- noon & 7 pm- 9 pm
 - **3/16**
 - 9 am- noon

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All Day Kindergarten

- All-Day Kindergarten is an optional fee based program. It is available at all schools.
- This year, All-Day Kindergarten tuition will be \$4,300.
- A non-refundable deposit of \$430 will be due on May 13 to secure placement. This payment will be applied to June, 2012.
- The remaining tuition is paid in nine monthly installments August 1 to April 1.
- Withdrawals will not be accepted after August 1. After that date, families will be responsible for the full year's tuition.

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All Day K Lottery

- One third of the students enrolled in each school will be able to attend all day kindergarten.
- Students are placed in a school first. Then the all day K lottery is held among the students in each school.
- Historically, most schools have had a waitlist of 5-15 students for the all day kindergarten program.

1/11/11

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Before and After School Care

- **Available at all five schools plus Admin Building**
- **Community Ed Extended Day**
Gates; McCarthy-Towne; Conant; and Admin
- **School Based Programs**
Douglas and Merriam

Full Description at 8:15

1/11/11

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What to bring to Registration?

- Copy of birth certificate or Passport
- Copy of immunization record & most recent physical exam from your physician.
- Complete all forms in packet:
 - Registration form
 - State demographic information form
 - Language Form
 - Completed CORI forms for each adult who may wish to volunteer for school activities
 - *If applicable*, All-Day Kindergarten form

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Health Forms

Child's completed immunization history and record of a full physical completed within one year due at the school nurse's office:

July 31

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Selecting a School

- Tour each school
 - visit K-3 classes
 - talk to the Principal
- Review available printed materials
- Check our website: <http://ab.mec.edu> and each school's website from there

Attend parent nights at each school

Talk to other parents

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On School Tours and at Parent Evenings, Ask About...

- Of what are the faculty and parents most proud?
- School staffing and structure
- The roles that parents play in the life of the school
- The school's goals and improvement plan

*Watch and listen to how people
relate to one another*

1/11/11

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Making a Decision

- Consider who your child is and what kinds of settings would work for him or her
- Consider which settings make you feel most comfortable

1/11/11

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Kindergarten Enrollment and Class Size

- In **October 2008**, there were **304** children enrolled in **15** sections. The average class size was **20.3**.
- In **October 2009**, there were **340** children enrolled in **16** sections. The average class size was **21.3**. A fourth kindergarten section was added to Merriam.
- In **October 2010**, there were **328** children enrolled in **16** sections. The average class size was **20.5**. We continued to have a fourth kindergarten section at Merriam.
- The projection for **2011** is between **288** and **325** kindergarten students. The School Committee is budgeting for **16** sections, but will make a final determination after March registration.. The fourth kindergarten would be at Merriam.

1/11/11

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Placement in Schools

- Siblings and Walkers register in January
- Post counts of siblings and walkers on school website late January
- New families enroll in March.

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Kindergarten Lottery

- Lottery Held in mid-April
Two parents (without kindergarteners)
from each school attend lottery.

Each school is filled with first choices

Parents draw names for waitlists for over
subscribed schools

Second choice students are placed, then third, etc.

Once all five schools are full, an all day K
lottery is held for each school.

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What if we don't get our first choice?

- Waitlists are kept for all schools.
- Your placement letter will tell you where you are on the waitlist.
- As new families move to town, they are placed making room for students to move schools.
- We will call you if a spot opens up in your school.

1/11/11

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What if we don't get into all day K

- Waitlists are kept for all schools
- We will call you if a spot opens up
- Non-refundable deposit is due May 13. Second month is due August 1.
- Community Ed offers extended day for the other half of the kindergarten day.

1/11/11

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Remember to Enjoy...

- Your child will have a wonderful kindergarten experience.
- You have an opportunity to learn a great deal about all five schools as well as the development of five year olds.
- See how happy the kids are in each of the schools.
- There are advantages to each of the schools and each of the programs.

You can't make a bad choice...

1/11/11

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Questions?

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Before and After School Programs

January 2011

Before and After School Programs

- Various programs available across the five schools and the school administration building that provide care beginning at 7 am and ending at 6 pm.
- Last year we were able to place all students.
- Half day kindergarten program available for the other half of the kindergarten day. There is room for any kindergarten students who would like to attend.



AM Kindergarten Day

7 AM to Before School

AM Kindergarten

Half Day Kindergarten
Extended Day

End of School Day
Until 6 PM



PM Kindergarten Day

7 AM to Before School

Half Day Kindergarten
Extended Day

PM Kindergarten

End of School Day
Until 6 PM



All Day Kindergarten Day

7 AM to Before School

All Day Kindergarten

End of School Day
Until 6 PM



Before and After School Care

- Available at **all five schools** plus Admin Bldg
- **Hours** *All Programs*
7 am until beginning of AM Kindergarten;
End of PM Kindergarten until 6 pm
- **Community Ed Extended Day**
Gates; McCarthy-Towne; Conant; and Admin
- **School Based Programs**
Merriam *"Merriam After Hours"*
Douglas *"Douglas at Dawn/Dusk"*



The Other Half of the Kindergarten Day "Half Day Kin" Extended Day

- Community Education runs a program for half day kindergarteners
 - Admin Building
 - Conant.
- If child is in AM Kindergarten → Can Attend half day kin extended day in the afternoon
- If child is in PM Kindergarten → Can attend half day kin extended day in the morning
- Switches in the middle of the year



Rates

- Various rate schedules depending on program days per week, hours, etc.
See Handouts
- Example: Half Day Kin Extended Day =
 - \$373 per month for all five days
 - \$329 per month for four days per week
 - \$179 per month for two days per week
- Before and after school additional



AM Kindergarten Day



Douglas at Dawn
Merriam After
Hours

7 AM to Before School

Extended Day
at Gates;
Conant, McT,
Admin

AM Kindergarten

Admin Building or
Conant

Half Day Kindergarten
Extended Day at
Admin or Conant



Douglas Dusk
Merriam After
Hours

End of School Day
Until 6 PM

Extended Day at
Gates; Conant,
McT, Admin

PM Kindergarten Day



Douglas at Dawn
Merriam After
Hours

7 AM to Before School

Extended Day
at Gates;
Conant, McT,
Admin

Admin Building or
Conant

Half Day Kindergarten
Extended Day at
Admin or Conant

PM Kindergarten



Douglas Dusk
Merriam After
Hours

End of School Day
Until 6 PM

Extended Day at
Gates; Conant,
McT, Admin

All Day Kindergarten Day

Douglas at Dawn
Merriam After
Hours

7 AM to Before School

Extended Day
at Gates;
Conant, McT,
Admin

All Day Kindergarten

End of School Day
Until 6 PM

Extended Day at
Gates; Conant,
McT, Admin



Registration

- Community Education Extended Day Programs
Half Day Kin; Before and/or After School
February 21 through March 4
Mail or Drop into Comm Ed at Admin Bldg.
Lottery and Placement on March 7
- School Based Programs (Douglas/Merriam)
AFTER Placed in Schools
(Learn more about these programs at the
individual school visits.)



Registration

- Lottery and placement in Community Ed. Extended Day is held before kindergarten and all day K lottery.
- To be safe - sign up for Community Ed \$50 non-refundable deposit if you withdraw later to sign up for another program (e.g. Douglas or Merriam)
- Community Ed will make adjustments once you are placed in a school. \$50 will be refunded if moved to All Day K.



School Based Programs

- Merriam After Hours program will be described in more detail at Merriam K night Feb 1
- Douglas at Dawn/Dusk program will be described in more detail at Douglas K night Feb 8
- Flyers for all programs are in the lobby tonight.
- Registration takes place after child is placed at that school.
- Can withdraw from Community Ed Extended Day at that time.



Questions?



Office of the Director of Curriculum and Assessment

Acton Public Schools

Acton-Boxborough Regional School District

(978) 264-4700 x 3213

<http://ab.mec.edu/curriculum/curriculum.shtml>

TO: Stephen Mills, Superintendent
FROM: Deborah Bookis, Director of Curriculum and Assessment
DATE: January 2011
RE: Teacher-to-Teacher Initiative, Session I Feedback Sampling

"I brought back some valuable information from my nursing colleague in Lancaster and shared some things that she found valuable also." Elementary Nurse Leader

"I went to Tyngsboro Elementary School to see their resource room and it was helpful to see what others do with their K students." Special Educator K-2

"I hope it (T-to-T) continues." Gr. 7 Science

"I think this is a terrific initiative and incredibly valuable." Gr. 7 Social Studies

"... it is just a great way to look beyond ourselves and be open to what else is out there." Gr. 1 teacher

"Thank you for putting me in touch with the Arlington Public Schools Reading Specialist. The kindergarten teacher I visited was excellent ... I loved observing her Foundations lesson." K teacher

"I thoroughly enjoyed my time visiting three different classes, one eighth grade and 2 sixth grades. I always like to see other teachers working with students." Gr. 7 Mathematics

"I'm grateful for the opportunity. It allowed me an opportunity to share my challenges and joys in my classroom with a colleague at a very different grade level. My students loved articulating their learning process to her, and I look forward to continuing our conversations this year and next!" Gr. 1 teacher

"Great opportunity! Let's keep this going!" Gr. 5 teacher

"I think it is a great opportunity for teachers, and I think every teacher should take advantage of it." Gr. 10 English (who job-shadowed two instructional technology specialists in Newton)

"This kind of program is one of the things that makes Acton a great school system to work for. I really hope they keep it up." Primary, Resource Room teacher

7.6.2

FOR IMMEDIATE RELEASE

CONTACT: Eileen Sullivan

PHONE 978-254-3380

EMAIL esullivan@mail.ab.mec.edu



GIANT TRAVELING MAP OF ASIA COMING TO ACTON AND BOXBOROUGH SCHOOLS

Acton, MA 01720—Students in Acton and Boxborough will be exploring Asia in a big way in February — with the world's largest map of the continent. The map measures 26 feet by 35 feet and weighs 138 pounds, and is designed as giant game board to introduce students to the diverse geography of Asia. It will be in Acton and Boxborough from February 1 through the 18th as part of National Geographic's Giant Traveling Maps program, organized by *National Geographic Live*, the public programming division of the National Geographic Society.

The map's brightly colored, smooth vinyl surface accurately illustrates Asia's oceans, seas, rivers, mountains, countries and capitals. Designed for grades K-8, the map comes with a trunk full of accessories, including activities, games, books and music that teach students about the physical characteristics of the continent. Foam balls, hoops and flag football belts are used in "Geo-gym" games that aim to teach students the diverse geography of the Asian continent.

"These maps teach geography in a way that nothing else does. It is a physical as well as mental experience," said Dan Beaupré, director of education partnerships for *National Geographic Live*. "The hands- and feet-on experience makes a lasting impression on students and sparks further interest."

"We are very excited to be able to have our second experience with the travelling map program" said Eileen Sullivan, Acton Public Schools' Elementary Curriculum Specialist. "We were fortunate to have over 2500 people "walk across Africa" last spring and this year we will have the map for an additional week, during which the students at Blanchard School will be able to participate as well."

National Geographic's Giant Traveling Maps program was introduced in 2006 with a map of Africa, and has since expanded to include maps of Asia, North America and South America. Each map measures 26 feet by 35 feet and is loaned to schools and other hosts with an assortment of activities. In the 2010-2011 school year it is estimated more than 300,000 students will interact with one of these maps. In addition to school visits, they appear at *National Geographic Live* events around the country featuring explorers, scientists and journalists.

The maps also help showcase *My Wonderful World*, a multiyear National Geographic-led campaign to improve geographic literacy and to help students become more informed global citizens. The campaign (mywonderfulworld.org) is designed to improve the geographic literacy of young people ages 8-17 by motivating parents and educators to make geography more available and accessible in school, at home and in the community.

####

MAPPING THE PAST

A FREE WORKSHOP FOR EDUCATORS AND MAP LOVERS

Thursday, March 3, 2011

2-4 pm

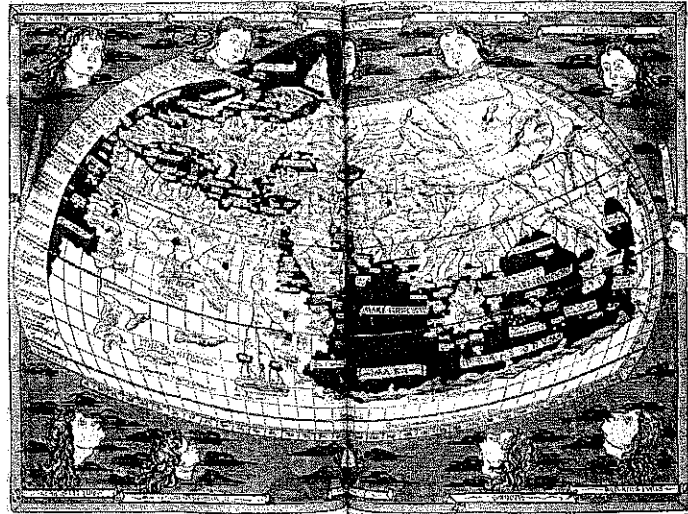
Acton Memorial Library

486 Main Street

Acton MA

Debra Block, Director of
Education

Norman Leventhal Map Center
Boston Public Library



Debra Block will join us for an afternoon workshop exploring the amazing website of the Norman Leventhal Map Collection of the Boston Public Library.

<http://maps.bpl.org/> and the use of historic maps in the classroom. In addition to covering the basics of geography and history, she will show us curriculum that uses maps as efficient tools to teach broader concepts such as bias and perspective as well as skills such as critical thinking, research and language development.

Specific historic topics include World Geography, Colonial Boston and the American Revolution.

Please join us for this wonderful opportunity.

To register, please contact:

Eileen Sullivan

esullivan@mail.ab.mec.edu



978-264-3380

7.6.4


Printed by: **Stephen Mills**


Thursday, January 27, 2011 5:04:05 PM


Title: **McCarthy-Towne - Change in NCLB Accountability Status : APS-ABRSD**

From:  "NCLB Accountability" <ayp@doe.mass.edu> Thu, Jan 27, 2011 4:36:42 PM 

Subject: McCarthy-Towne - Change in NCLB Accountability Status

To:  **Stephen Mills**

Cc:  dkrane@mail.ab.mec.edu

Attachments:  Attach0.html 7K

Superintendent Mills:

This email is to inform you of a change in the 2010 NCLB Accountability Status of the McCarthy-Towne School due to a recalculation of AYP data for certain special education students.

As you may know, beginning with 2010 AYP determinations we are required to ensure that the total number of students taking the MCAS-Alt who receive 100 CPI points and are included in AYP determinations under federal guidelines does not exceed one percent of the total number of students assessed. The AYP data posted to the Department's website in September 2010 reflected this change. However, in early December we identified 622 additional students statewide, including one student enrolled in the McCarthy-Towne School, who could be assigned 100 CPI points in mathematics under these rules, and applied this change accordingly to school and district AYP determinations. As a result, the school now makes AYP in mathematics for all reportable groups, and the school's NCLB Accountability Status changed from Improvement Year 1 (Subgroups) to the positive No Status category. For more information on these guidelines, please refer to page 2 of the School Leader's Guide to 2010 School and District Accountability Reports at <http://www.doe.mass.edu/sda/ayp/2010/schleadersguide.doc>.

Updated AYP information for the school is available on the Department's School and District Profiles website. If you have any questions, please contact us via email at ayp@doe.mass.edu.

Sincerely,

Ken

Kenneth Klau

School Improvement Grant Programs

Division for Accountability, Partnerships and Assistance

Massachusetts Department of Elementary and Secondary Education

75 Pleasant Street

Malden, MA 02148-5023

781.338.3505 phone and fax

January 31, 2011

Dear McCarthy-Towne Families,

Last week, I received an email from the DESE (Department of Elementary and Secondary Education) informing us that due to a "recalculation of AYP data for certain... students", the McCarthy-Towne school "... now makes AYP in mathematics for all reportable groups, and the school's NCLB Accountability Status changed from Improvement Year 1 (Subgroups) to the positive No Status category."

This is wonderful news. We have an extraordinarily gifted staff at McT and their hard work with the children here is evident every day in every classroom. Special educators are particularly scrupulous in the way that they tailor instruction to fit the needs of the individual children in their charge. Teachers continually collaborate with their colleagues, both classroom teachers and special educators, about the issues, social and academic, that all of our students here face on a daily basis.

It was a tremendous shock to have received the designation last summer and it was difficult to accept. It caused much reflection among us all, individually and collectively. As a school, we were compelled to change our School Improvement Plan goals and incorporate remedial approaches to address this perceived shortcoming. Our attention was diverted from other issues to meet this apparent need. Teachers were deflated, frankly, and there was some emotional toll. But this school rallied and we began a collaborative effort to make the change, an effort that will continue. That's what good teaching is, anyway: a constant and critical examination of practice.

Thank you for all your support. We are successful because of the students, the families and the staff here. The best educational interest of the children is what motivates us now and what will always motivate us.

David Krane
Principal, McCarthy-Towne School

AB STAR PARTY 2011!

Sponsored by the Acton & Boxborough Public Schools, the Amateur Telescope Makers of Boston (ATMoB) and AB PIP (Parent Involvement Project).

This is our ninth annual event - don't miss it! We expect over 600 participants!



What is a "star party"? It is a chance for fourth graders *and their parents* to meet amateur astronomers and get a peek at the night sky using telescopes and binoculars, learn about the night sky, meet Galileo and try some "star-art" projects provided by Village Art. Jupiter will be visible early in the evening, and the Orion Nebula. Indoor and Outdoor astronomy activities are planned.

WHEN: Monday, February 28, (Cloud dates- March 1, 2, and 3.) Star Party will be a "go" on Thursday- even if it's cloudy- indoor activities only.

WHERE: Parker Damon Building, 11 Charter Road, Acton, MA

TIME: 6:30-9:00 pm, arrive any time- but please come before 8:30.

STUDENTS MUST BE SUPERVISED AT ALL TIMES.

WHAT TO BRING: Besides very warm clothing? A flashlight, and binoculars if you have them. We have red plastic to cover your flashlight in order to maximize night vision.

WHAT NOT TO BRING: Students/children who are NOT fourth graders

RSVP?: To your teacher if you can bring a snack or volunteer- it is not necessary to RSVP to participate- just come along!

SUPERVISION: STUDENTS MUST BE ACCOMPANIED BY A PARENT/ADULT AT ALL TIMES. Parents are strongly encouraged to leave young children at home due to expensive equipment involved and potentially cold temperatures.

VOLUNTEERS ARE NEEDED - Volunteers *without* student supervisory responsibilities are needed for set-up/clean-up and traffic control during the event. **CONTACT: JOHN PETERSEN AT: ACTONPIP@YAHOO.COM OR 978-263-6144**

We will cancel by 2 pm. for clouds or extreme cold. Students will be informed. If it is cloudy on Thursday, we will run the indoor activities anyway.

CANCELLATION INFO/PROGRAM UPDATES WILL BE AVAILABLE AT WWW.ACTONSTARPARTY.COM

If you can bring a snack or volunteer, please return this to your child's teacher:

Family Name/s _____

☐ We will bring some cookies/snack to share

☐ I can volunteer to help. Please contact me with more info.

My e-mail address is: _____

A decorative border surrounds the text. At the top and bottom are green banners with yellow pencils, pink erasers, and white rulers. The sides are orange banners with colorful balloons (blue, yellow, green, pink). In each corner is a grey box filled with colorful numbers (1, 2, 3, 4).

You and your 5th grade child are
cordially invited to participate in

5th Grade *Market Math Mania*

A Parent/Child Math Event

Featuring an extravaganza of higher level "super" market math activities throughout the store, samples, and give-a-ways...

Sponsors: Acton-Boxborough PIP* & Roche Bros. of Acton

WHEN: Tuesday, February 8, 2011
OPEN HOUSE 4:30pm to 7:30pm
(all activities can be completed in about an hour)

WHERE: Roche Bros. of Acton (387 Mass Ave)

To learn more, please call John Petersen (978) 263-6144 or e-mail us at
actonpip@yahoo.com.

For more information, visit www.actonpip.org.

*Acton-Boxborough PIP (Parent Involvement Project) is a group of parents, educators, and community partners supporting Science, Technology, Engineering and Math (STEM) education.



You and your 3rd grade child are
cordially invited to participate in

3rd Grade

Market Math Mania

A Parent/Child Math Event

Featuring an extravaganza of hands on "super" market math activities and "real world" math, samples, and give-a-ways and even more fun math activities to try with your child at home...

Sponsors: Acton-Boxborough PIP* & Roche Bros. of Acton

WHEN: Wednesday April 13, 2011

OPEN HOUSE

4:30pm to 7:30pm

(plan to spend about an hour if all activities
are completed)

WHERE: Roche Bros. Supermarket of
Acton (387 Mass Ave)

*Acton-Boxborough PIP (Parent Involvement Project) is a group of parents, educators and community partners supporting Science, Technology, Engineering and Math (STEM) education.

To learn more, please call John Petersen at (978) 263-6144, or
e-mail us at actonpip@yahoo.com or check the A-B PIP website at actonpip.org.

Acton Public Schools
Acton-Boxborough Regional Schools

To: Dr. Stephen Mills, Superintendent
Date: February 11, 2011
From: Marie Altieri
Subject: Annual Food Services Update and Point of Sale System

Attached are Kirsten Nelson's annual food services financial report, a three year financial summary, and a description of the benefits of a new Point of Sale "Scanner" system that she will be implementing over the next several months. We are not recommending an increase in pricing at APS this year, although we will want to analyze it again next year.

The fund balance at APS had decreased from \$97,000 to \$87,000 in the last three years. We are anticipating an operating loss this year, although it is hard to predict how much at this point. The snow days alone account for a decrease in revenues of \$7,000 as June daily sales are much lower than January and February.

We believe the addition of the Point of Sale system will be a great convenience for families. They will be able to log in from home and use credit cards to place a balance on their children's account. Students will continue to be able to pay by cash or check, as well as credit from home. It will also provide much more privacy for students on free or reduced lunch.

As usual, Kirsten continues to do an excellent job serving the nutritional needs of our students, while managing staff and budgets. She continues to move the district forward with initiatives such as the point of sale system. She has met several times with Don to review the finances of the food services revolving account. Please let us know if you have any questions.

Benefits of a Point of Sale System

Administrative benefits:

- Quick access to upload student information.
- Automatically tracks and maintains student's account information
- Establishes the districts eligibility for additional funding based on Free & Reduced level.
- Saves time in reporting

Staff benefits:

- Cashier Friendly design allows the cashier to see necessary buttons to process students quickly through the line.
- Easy to learn and operate
- Saves time in reporting

Parent benefits:

- Prevents students identification by income status
- Allergy information can be added to the data upon request
- Allows the parent to decide how student balances can be spent at the Serving line
- Pre-Payments may be made by cash, check or on line.

Student benefits:

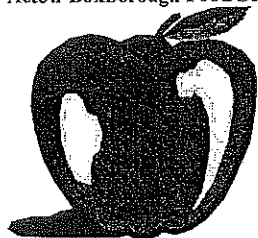
- Avoids overt identification
- Efficiently processes students through the serving line, giving them more time to eat.
- Maintains consistent Student ID numbers from K-12th grade.

Acton Public Schools
Food Service Department
FY '08-FY '11

	A	B	C	D	E	F	G	H	I	J	K	L	M
1													
2													
3													
4													
5		REV	Reim Rcvd	Tot cash AV	Cst /Food	Cst/Supp	Labor	Fringe	Equipment	Other	Total Exp	NetP/L	Beg Bal
6	FY'08	\$447,679.55	\$63,534.21	\$511,213.76	\$161,876.73	\$19,686.94	\$289,031.03	\$22,701.12	n/a	\$17,772.72	\$511,068.54	\$145.22	\$97,823.60
7	FY'09	\$472,051.24	\$67,894.67	\$539,945.91	\$174,878.45	\$20,042.59	\$290,920.99	\$22,701.02	\$33,987.81	\$9,566.20	\$552,097.06	(\$12,151.15)	\$97,968.82
8	FY'10	\$453,121.65	\$82,535.05	\$535,656.70	\$164,830.21	\$19,062.65	\$293,976.51	\$35,601.28	\$16,329.52	\$4,247.21	\$534,047.38	\$1,609.32	\$85,817.67
9													\$87,426.99
10													
11													
12													
13													
14													
15													
16													
17													
18													
19		\$1,372,852.44	\$213,963.93	\$1,586,816.37	\$501,585.39	\$58,792.18	\$873,928.53	\$81,003.42	\$50,317.33	\$31,586.13	\$1,597,212.98	(\$10,396.61)	
20													
21													
22		*Revenue includes student lunches, adult lunches and ala carte Sales											
23													
24		*Reimbursement monies received not earned											
25													
26		*Expenses include cost of food , cost of supplies, Labor, Fringe(Health) Benefits, Other (Maintenance of equipment, equipment purchase, phone,											
27		small wares											
28													
29													

7.7.2.

Acton-Boxborough Food Services



Serving Education Daily

**Acton Public Schools
Acton-Boxborough Regional School District
Food Service Department
16 Charter Road
Acton, MA 01720-2995
Phone # 1-978-264-4700x3221
Fax # 1-978-264-3340
Kirsten Nelson, Director**

To: Stephen Mills
From: Kirsten Nelson
Date: January 12, 2011
RE: FY'10 Food Service Department Reports for APS School Committee packet

Enclosed please find reports for the 2009-2010 school year.

- Cash report and balance
- Profit & loss statement
- Acton Public Schools July 09-June 10 Spreadsheet
- Three year comparison of Type A reimbursable meals served
- Classification of revenue
- Comparison of reimbursable meals and a la carte sales
- Total revenue

(Binder
1-22-11)

Acton Public Schools
Food Service Dept.
FY'10 Fund Report

Sales to Children				\$435,353.95
Sales to Adults				\$17,767.70
State and Federal Reimbursements Received				\$82,535.05
Total Receipts				\$535,656.70
Minus Total Expenditures				\$534,047.38
Increase or (Decrease)				\$1,609.32
Closing Fund balance June 30, 2009				\$85,817.67
Closing Fund Balance June 30, 2010				\$87,426.99

	A	B	C	D	E	F	G	H
1								
2				Acton Public Schools				
3				School Lunch Program				
4				Monthly Profit & Loss Statement				
5				July 2009- June 2010				
6								
7	INCOME:							
8								
9	1. Sales			\$435,353.95				
10	2.*Reimbursement earned			\$75,672.25				
11	3. Other income			\$17,767.70				
12								
13	TOTAL INCOME				\$528,793.90			
14								
15	EXPENSES:							
16	Cost of food used							
17	1.**Beginning inventory			\$3,969.82				
18	2.Plus purchases			\$164,830.21				
19	3.Total food available			\$168,800.03				
20	4.**Minus ending inventory			\$5,252.56				
21								
22	TOTAL COST OF FOOD USED				\$163,547.47			
23								
24	Cost of supplies used							
25	1.**Beginning inventory			\$3,389.24				
26	2.Plus purchases			\$19,062.65				
27	3.Total supplies available			\$22,451.89				
28	4.Minus ending inventory			\$3,375.31				
29								
30	TOTAL COST OF SUPPLIES USED				\$19,076.58			
31								
32	1.COST OF LABOR				\$293,976.51			
33	2.FRINGE BENEFITS				\$35,601.28			
34	3.OTHER EXPENSES				\$20,576.73			
35								
36	4.TOTAL EXPENSES				\$532,778.57			
37								
38	PROFIT OR (LOSS) FOR THE YEAR				(\$3,984.67)			
39								
40	*Reimbursement earned during the year but not completely received by June 30,2010							
41	**Inventories do not include the value of USDA Commodity foods.							
42	It only includes the amount paid for those commodities.							
43								
44								

July 09-June 10

[illegible]

Acton Public Schools
Food Service Dept.
3 year comparison of Type A Meals Served
FY'10

	A	B	C	D	E	F
1						
2						
3						
4						
5						
6						
7		2007-2008	2008-2009	2009-2010	Dif. 09-10	Dif. 09-10
8					From 08-09	From 07-08
9						
10	Enrollment	2604	2560	2619	59	15
11	July					
12	August	19233	19629	19319	-310	86
13	September	22761	20796	20519	-277	-2242
14	October	19156	17842	14393	-3449	-4763
15	November	17644	16794	18828	2034	1184
16	December	21763	17894	20107	2213	-1656
17	January	18598	16749	14368	-2381	-4230
18	February	23354	23201	25620	2419	2266
19	March	20612	16248	16358	110	-4254
20	April	23650	21573	21751	178	-1899
21	May	16291	20266	13758	-6508	-2533
22	June				0	0
23						
24	Total	203062	190992	185021	-5661	-18127
25						
26	Percent Change Meals Served		-5.94%	-3.13%		
27			(price increase)			
28	Percent Change Enrollment		-1.69%	2.30%		

[illegible][illegible]



Acton Public Schools
Food Service Department
Comparison of FY' 09 and FY'10 Student Revenue, Type A Meals and A La Carte Sales


	FY 09	FY10	Type A Meal	FY 09	FY 10	Type A	FY 09	FY 10	ALA Carte	Total
	Type A Meal	Type A Meal	Percent	Type A	Type A	Revenue	A La Carte	A La Carte	Revenue	Revenue
	Served	Served	Change	Revenue	Revenue	Percent	& Vending	& Vending	Percent	Percent
						Change	Revenue	Revenue	Change	Change
July				\$60.00						
August				\$0.00						
September	19,629	19,319	-1.6%	\$74,216.50	\$75,867.70	2.2%	\$6,353.75	\$5,120.25	-19.4%	0.5%
October	20,796	20,519	-1.3%	\$42,946.20	\$37,692.45	-12.2%	\$4,028.75	\$3,502.75	-13.1%	-12.3%
November	17,842	14,393	-19.3%	\$36,469.65	\$33,807.55	-7.3%	\$3,134.25	\$2,596.25	-17.2%	-8.1%
December	16,794	18,828	12.1%	\$35,514.75	\$35,454.30	-0.2%	\$2,843.75	\$3,023.25	6.3%	0.3%
January	17,894	20,107	12.4%	\$43,870.80	\$49,585.75	13.0%	\$3,359.00	\$3,471.25	3.3%	12.3%
February	16,749	14,368	-14.2%	\$34,156.55	\$29,956.55	-12.3%	\$2,582.25	\$2,599.25	0.7%	-11.4%
March	23,201	25,620	10.4%	\$47,091.55	\$54,555.80	15.9%	\$3,960.50	\$4,322.55	9.1%	15.3%
April	16,248	16,358	0.7%	\$35,627.35	\$30,444.10	-14.5%	\$2,834.75	\$2,604.25	-8.1%	-14.1%
May	21,573	21,751	0.8%	\$39,672.45	\$38,474.10	-3.0%	\$3,491.00	\$3,649.00	4.5%	-2.4%
June	20,266	13,758	-32.1%	\$28,298.55	\$15,617.60	-44.8%	\$3,055.00	\$3,009.25	-1.5%	-40.6%
Total	190,992	185,021	-3.1%	\$417,864.35	\$401,455.90	-3.9%	\$35,643.00	\$33,898.05	-4.9%	-4.0%

Acton Public Schools
School Lunch Program
Revenue-Reimbursement Report
2009-2010

	Lunch		Vending		Total Revenue
July	\$380.21		\$0.00		\$380.21
August	\$0.00		\$0.00		\$0.00
September	\$83,011.75		\$0.00		\$83,011.75
October	\$43,014.63		\$100.00		\$43,114.63
November	\$37,360.01		\$0.00		\$37,360.01
December	\$40,057.30		\$113.50		\$40,170.80
January	\$55,093.77		\$95.00		\$55,188.77
February	\$34,852.09		\$75.00		\$34,927.09
March	\$60,631.42		\$55.00		\$60,686.42
April	\$34,074.98		\$24.00		\$34,098.98
May	\$44,138.94		\$0.00		\$44,138.94
June	\$19,767.55		\$276.50		\$20,044.05
Totals	\$452,382.65		\$739.00		\$453,121.65
Reimbursements		State	Federal 11	Federal 4	Total Reimb.
Received					
July		\$1,063.97	\$1,749.10	\$4,662.34	\$7,475.41
August		\$0.00	\$0.00	\$0.00	\$0.00
September		\$1,328.39	\$0.00	\$0.00	\$1,328.39
October		\$1,014.25	\$1,880.28	\$4,579.75	\$7,474.28
November		\$1,077.25	\$1,980.09	\$4,920.25	\$7,977.59
December		\$755.63	\$1,382.04	\$3,598.25	\$5,735.92
January		\$988.47	\$1,847.64	\$4,379.13	\$7,215.24
February		\$1,055.62	\$2,186.82	\$5,026.75	\$8,269.19
March		\$754.32	\$1,611.87	\$3,123.00	\$5,489.19
April		\$1,345.05	\$2,856.97	\$6,140.83	\$10,342.85
May		\$858.80	\$1,878.49	\$3,844.20	\$6,581.49
June		\$1,864.23	\$4,079.18	\$8,702.09	\$14,645.50
					\$0.00
Totals		\$12,105.98	\$21,452.48	\$48,976.59	\$82,535.05
Total Revenue		\$453,121.65			
State Total		\$12,105.98			
Federal Total		\$70,429.07			
Grand Total		\$535,656.70			

7.8.1

From: 
Subject: please fund Teaching Assitant
To:  <apsc@acton-ma.gov>

Sunday, February 06, 2011 3:24:33 PM 

Attachments:  Attach0.html

2K

Dear School Committee-

I am a parent at Gates school and I believe the town should be funding the teaching assistants in our school and in all the schools. The class sizes really require the teaching assistants in the classroom to enhance the learning experience. Also, the PTO at Gates can no longer carry the burden of raising the money to pay the assistants.


Raising enough money at Gates has been a issue for several years and we can no longer be responsible for this huge expense. The economic pressures on every family are great, we have seen this in people having less time to donate to fundraising and in less money being raised at each event.

I feel strongly that this line item on the budget must be the responsibility of the School Committee.

Thank you very much,
Cynthia Hoggard

7.8.2

From:  Michele •

Sunday, February 06, 2011 4:11:55 PM 

Subject: Vote to Fund Additional School Assistant Hours

To:  <apsc@acton-ma.gov>

Attachments:  Attach0.html

3K

Dear School Committee:

I am in support of Superintendent Mills' budget proposal to fund additional assistant hours at each school, which will be voted on at the committee meeting Thursday, February 17th. I believe the town should be funding the assistants at our schools, instead of PTOs carrying the burden of these critical staff salaries.

As an active member of our school's PTO, we are finding it more and more difficult each year to raise funds to cover these expenses. Very few families volunteer to help with fundraising, and they tend to be the same families who are contributing financially to the fundraising. As the amount of participation drops each year for some schools, the town will no longer be able to say that all 5 schools are equal, if each school does not have the same amount of staff hours. It is also becoming apparent at our school that the same handful of families are not longer willing and/or able to fund the positions on a permanent basis. PTO members get burnt out fast, and we have a hard time getting parents to help with school events and fundraising because it is such a huge commitment, so the school community suffers.

Thank you for your consideration,
Michele Kenerson

February 11, 2011

To the Members of the Acton School Committee:

I am a parent of 4 elementary school children in Acton, and am writing to you today in support of Superintendent Mills' proposed budget, specifically as is outlined in 'APS Personnel Needs Not Yet Included in FY'12 Level Service (Prioritized)'. I urge you to approve his proposed budget, especially as it relates to the addition of K-6 Classroom Assistants, Librarian/Media Specialist, and K-6 Math Assistants.

As not only a parent, but as a former Massachusetts teacher myself, I understand the importance of Teacher Assistants in our schools. With the ever increasing demands and expectations along with larger class sizes, Teacher Assistants play a crucial role in enabling Classroom Teachers to best meet the needs of all students.

I am also taking this opportunity to urge you to consider the larger issue at hand. Not only is it inappropriate for parents and PTOs to fund staffing positions, it also sets the stage for great inequality. It is no secret that the amount of parent funded teacher assistant hours at each of the elementary schools in Acton, varies greatly. However, in reality many parents and even teachers are unaware of how great a discrepancy there is.

I not only volunteer in my children's classrooms, but am also actively involved in the PTO. It is through these experiences that I have gained a better understanding of the role/responsibility of the PTO in Acton.

I understand that each of the schools have their own philosophy and priorities as to how funding, should be best spent. However, the amount of staffing that a school receives should not be based on how much the parents of that school are willing or able to pay. After all, it is still public education that we are talking about.

At one time, the PTOs agreed to take on the burden of paying for teacher assistants, and they were in a position to do so. However, for some of the schools this is no longer something that we can afford to do. Despite the greatest of efforts, some PTOs are now unable to raise the necessary funds to continue to pay for the level of service that they had in the past.

Given a burden that we can not provide for, PTOs are left in the position to inundate parents with fundraising programs and requests for money. No longer can we focus on providing enriching opportunities for students and community building events for families; but we have to focus on making the most money possible.

This is not an issue that can be solved overnight, however I urge you to make important decisions, and take the necessary steps to move in the right direction to ensure that all children and teachers in Acton are receiving the same level of support.

Thank you for your time,

Janice Martineau