



**Acton Public
School Committee Meeting**

October 21, 2010

7:30 p.m.

**at the
McCarthy-Towne School Library**

ACTON PUBLIC SCHOOL COMMITTEE MEETING

Library
McCarthy-Towne School

October 21, 2010
7:30 p.m.

AGENDA

- 1.0 CALL TO ORDER
- 2.0 CHAIRPERSON'S INTRODUCTION
- 3.0 APPROVAL of MINUTES of SEPTEMBER 16, 2010 and STATEMENT of WARRANT
- 4.0 PUBLIC PARTICIPATION
- 5.0 EDUCATION REPORT
 - 5.1 "Literacy Initiatives" - McCarthy-Towne School Principal, David Krane
 - 5.2 Assistant Principal Update
- 6.0 UNFINISHED BUSINESS
 - 6.1 ALG Report/ Acton Finance Committee Report – *Xuan Kong, John Petersen*
 - a. ALG Meeting Minutes – 10/7/10
 - b. Email re Minuteman Tech progress
 - 6.2 BOS Update – *Herman Kabakoff*
 - 6.3 FY'11 Budget Update – *Steve Mills*
 - 6.4 FY'12 Budget – *Steve Mills*
 - a. Use of Reserves – FY11 Final Table 6 Regional School Assessment (from 10/7/10 AB meeting packet)
 - b. Proposed FY12 Budget Schedule for the Schools
- 7.0 NEW BUSINESS (Consent Calendar?)
 - 7.1 State Ballot Question 3 Resolution
 - a. Approved Resolution against Question 3
 - b. Letter from the *Beacon*, 10/14/10
 - 7.2 Recommendation to Accept Gift from Conant School PTO - **VOTE** – *Steve Mills*
 - 7.3 Recommendation to Accept Gift from Douglas School PTO - **VOTE** – *Steve Mills*
 - 7.4 Recommendation to Accept Gift from Gates School PTO - **VOTE** – *Steve Mills*
 - 7.5 Recommendation to Accept Gift from McCarthy-Towne School PTO - **VOTE** – *Steve Mills*
 - 7.6 Recommendation to Accept Gift from Merriam School PTO - **VOTE** – *Steve Mills*
 - 7.7 Recommendation to Accept Gift from Roche Brothers - **VOTE** – *Steve Mills*
 - 7.8 Recommendation to Approve Gates Overnight Field Trip to Nature's Classroom, 4/27/11 – 4/29/11 – **VOTE** – *Steve Mills*
 - 7.9 Recommendation to Approve Revised School Committee Policy's Nondiscrimination Statement – **SECOND READING** – **VOTE** – *Liza Huber*
 - 7.10 Acceptance of Douglas School Before and After School Program Funding -**VOTE** – *Steve Mills (addendum)*

8.0 FOR YOUR INFORMATION

- 8.1 October 1 Enrollment Report
- 8.2 ELL Student Population Report – October 1, 2010
- 8.3 FY '10 Monthly APS Financial Reports (*addendum*)
 - a. Budget Status Summary
 - b. Budget Status Summary Report – McCarthy-Towne
 - c. Budget Status Summary – SPED
- 8.4 Curriculum Update
 - a. Teacher to Teacher Initiative
 - b. Leadership Institute – Acton Step #2
- 8.5 “Talking about Taxes: What is the Best Way to Pay for Services?”, Oct 28, 6:30 – 8:00 p.m. Concord Town House, presented by Reps. Cory Atkins and Jay Kaufman
- 8.6 School Newsletters: website links
 - 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>

9.0 NEXT MEETINGS

- November 18, 7:30 pm APS SC Meeting at Merriam School
- November 4, 7:30 pm ABRSC Meeting at ABRHS

10.0 ADJOURNMENT

**ACTON PUBLIC SCHOOL COMMITTEE MEETING
DRAFT Minutes**

**Cafetorium
Douglas School**

**September 16, 2010
7:30 p.m.**

<i>Members Present:</i>	Michael Coppolino, Herman Kabakoff, Xuan Kong, Sharon Smith McManus, John Petersen
<i>Members Absent:</i>	Terry Lindgren
<i>Others:</i>	Don Aicardi, Marie Altieri, Deb Bookis, Liza Huber, Beth Petr, Steve Mills

The meeting was called to order at 7:35 p.m. by John Petersen, Chair.

STATEMENT OF WARRANT

Warrant #201105 dated 9/7/10 in the amount of \$175,209.17 was approved and circulated by the Chair for signatures.

APPROVAL OF MINUTES OF JULY 28, 2010

The minutes of July 28, 2010 were approved as amended (agenda included as list of documents used). Xuan Kong abstained because he was absent.

PUBLIC PARTICIPATION

Becky Neville spoke from the audience as a staff member about new health care legislation taking effect on 9/23/10 that changes coverage for young adults. The Health Insurance Trust had previously decided to implement the provision that provides coverage for 19 to 26 year olds who are not full time students, at the school districts' annual yearly renewal on July 1, 2011. Full time students are covered, as they have been in the past. Staff members' children who were full time students last year, are covered on Harvard plans until Oct 1, 2010 or on Blue Cross plans until Nov 1, 2010 under the rules currently in effect. At the annual open enrollment in May, employees will be able to add any adult children, aged 19 to 26, who do not have access to health insurance through their own employer, effective July 1.

John Petersen will bring this question up again at the next HIT meeting and report back.

EDUCATION REPORT – Douglas School, *Principal Chris Whitbeck*

Dr. Whitbeck presented on ways that he uses technology to communicate with the Douglas students and families. As with all of our schools, Connect ed calls and emails are used. He also has a Douglas blog and twitter site that he controls and a facebook page maintained by a volunteer. Dr. Whitbeck said that these are worlds where our constituents are living so we need to be there. By participating, we control the brand that our school is about. Digital student portfolios for K-6 to collect work for teacher and parent/guardian viewing are coming soon. These are 21st century skills that teachers and students should have and use. Two out of 490 Douglas families do not have

internet access. These families are invited to use the school equipment after school, or access the internet at the town libraries.

Dr. Whitbeck said that supporting professional development, giving the staff time and funds to work on these kinds of activities, and supporting educational tech initiatives with Amy Bisiewicz would be helpful. Xuan Kong reminded everyone that “It’s all about instruction.” He asked if any of Douglas’ activities were being posted online and/or shared with our other elementary schools. Short lessons or “excellent moments” in the classrooms could be video taped and shared. Sharon McManus noted that this technology is a great way to bring in discussion about core values, and that Dr. Whitbeck is trying to post “models of our values”. John Petersen emphasized that we should drive everything we do with how we connect with the kids. The Committee hopes the technology will become more of an education enhancement than support. Finally, Mike Coppolino mentioned the downside of instantaneous multiple inputs and not giving the brain enough time to respond and form synapses. When children turn to the web for answers, they often come up very quickly (and not always correctly). They often don’t have to think and look hard for answers, and that can be detrimental to learning.

UNFINISHED BUSINESS

1. Update on Collective Bargaining

John Petersen read Brigid Bieber’s statement from the 9/2/10 Regional School Committee meeting announcing the settlement of three-year contracts with the American Federation of State, County and Municipal Employees (AFSCME) and Office Support Association (OSA), two of the three school unions. (Appendix A) The significant accomplishments achieved were:

1. Important structural changes to health insurance and longevity
2. Severance benefit eliminated from contracts for OSA and AFSCME

Steve Mills thanked the School Committee and the OSA and AFSCME unions for being so reasonable to work with.

The contract increases represent both pay raises and expected increases in the districts 75% share of health health insurance premiums (14% over three years). The rate of increase of our bill slows down with more funding, but it still keeps rising. Steve explained that at this time, the teachers union is working without a contract and even so, it costs 4 – 5% more to continue, due to commitments in the contracts. While increased contributions by employees are much appreciated, unfortunately it does not mean no increased costs. John Petersen thanked Marie Altieri and Don Aicardi for their extensive efforts in preparing for the negotiations. The Negotiations Subcommittee is continuing talks with the Acton Education Association (AEA). Appendix B summarizes the OSA, AFSCME and Hourly Staff Salary and Health Insurance Changes for FY’11 – FY’13.

2. Acton Leadership Group (ALG) Report

Free cash is being certified, and is increasing beyond expectations for a few reasons. There is \$1 million in overlay and \$1.2 million in project closeout. \$4.6 million Free Cash total. EdJobs funding is coming and the Committee

needs to decide when and how to spend it. Bill Mullin wants to spend according to the waterfall proposal that came about with the uncertainty as Chapter 70 money was going to come in. He wants to send some of the money back to the taxpayers and lower the tax rate. This is an important part of our FY12 budget discussion. A new ALG spreadsheet is being developed. Mary Ann Ashton will take comments/questions about it. Herman Kabakoff asked about timing. The tax rate is set at the first Selectmen's meeting in December. The Acton School Committee meets twice before then on Oct 21 and Nov 18. This must be on the agenda for the next School Committee meeting.

3. Acton Board of Selectman Report

Herman Kabakoff attended the meeting and reported that discussion included a proposed registered sex offender bylaw and the Special Town Meeting on Oct 12. An Educational Forum is being planned on sex offender issues for the community.

4. Acton Finance Committee (FinCom) Report

Sharon McManus reported that the majority of the 9/7/10 FinCom meeting was the presentation by Steve Mills, Don Aicardi and Marie Altieri (slides included in packet). The schools combined have been very good about giving back a good amount over the past few years, but "a storm coming" for FY12.

5. Health Insurance Trust (HIT) Update, 8/26/10

School Committee membership on the HIT will be on the 9/23/10 agenda. The Trust will also discuss their decision not to cover the gap in young adults' coverage and how to better communicate more clearly to constituents.

6. FY'10 Final Budget Close Out

Don Aicardi reiterated that the year end balance was slightly over \$200,000 in APS, which is very good. The region reported a \$225,000 balance. These have both been factored into the Free Cash and E&D respectively.

7. FY'11 Budget

This year's budget has really just started. There will be talk of state cuts after the November election. ARRA IDEA money will result in \$600,000 funding for this year. EdJobs money may only be spent on instructional staff. Fincom and ALG brought up applying the waterfall formula to this money. This will be discussed next month. Large class sizes jump out at Steve Mills every time he visits the schools. Cutting teachers is not an option, in his opinion. Real challenges lie ahead.

8. Student Enrollment Update

The October 1st Enrollment Report is considered the official numbers for the school year. NESDEC project 274 Kindergartners and this is 3rd year in a row we have gone significantly over the projection. We have 326 Kindergartners and are lucky that we have 16 sections (20.4 average class size). We are over class size guidelines in 1st grade now (22.1 average class size). 2505 students are in K-6. Our total students this year is less than last year. With the exception of last year's growth, we seem to be at a plateau. Enrollment projections will be done in November for next year.

9. Staffing Update

Marie Altieri reported on the new hires for FY11. In response to a question, Marie offered to report on why staff leave, although there have been no concerning trends. Principals do exit interviews. Most departures are retirements; some are for higher level positions or more hours. Sometimes we do not reappoint a staff member.

NEW BUSINESS

1. MCAS Updates

- a. Annual Yearly Progress (AYP) Update
 - i. Parent/Guardian Letters to McCarthy-Towne, Merriam, Conant
 - ii. Pupil Services Response to Anticipated MCAS Results
 - iii. Special Education Parent Advisory Council (SpedPAC) Letter
 - iv. *"Schools Missed the Mark"*, www.Boston.com
- b. Enclosure Letters
 - i. 3rd Graders' Parent/Guardians Letter
 - ii. 4th – 10th Graders' Parent/Guardian Growth Model Letter

Steve Mills began by asking, "How do we attempt to measure student academic growth over time?" He emphasized that his job is to be sure that "all students, in every classroom, every day" are learning. This is also the job of every staff member in the school system.

Deborah Bookis, Director of Curriculum and Assessment, emphasized that no single assessment measures everything. MCAS is one piece. Most assessments are to guide instruction but the feedback loop has to be provided very quickly. This is not the case with MCAS. She has started an all school analysis. Annual Yearly Progress (AYP) is calculated by meeting four criteria. There is concern about the increasing number of schools that are not making progress according to MCAS data. Schools are given three months to adjust their School Improvement Plans if they fall in that category.

Mike Coppolino is currently a math teacher and on a panel of the Math Frameworks. He wants us to look at the Student Growth Profile (SGM) in terms of the effect that a certain teaching style can have on results.

Xuan Kong asked what a consultant might do differently to improve our performance level. Deborah said that she would start with math and the content level. Professional development is costly, but important. The professional wealth and talent in our school district is extraordinary. It is vital that we share this but time is an issue. Different ways of sharing our best practices are being considered, including using technology such as videotaping. R&D professional development does go on in the summer, but there is a difference between reading about it, and actually watching these practices in action. Time to discuss and reflect is also an important part of the process. Xuan Kong noted that this is helpful information to have as the FY12 budget process begins. Mike Coppolino agreed that targeting some money for professional development should be a priority.

Herman Kabakoff expressed frustration with the inconsistent message. At the last meeting, 3 legislators congratulated us for being the 2nd best small school in the country. Now, the newspapers are highlighting the number of schools missing their MCAS targets and being labeled “needs improvement”, including those in Acton and Acton-Boxborough.

Nancy Sherburne, co-chair of the AB Sped PAC, spoke from the audience. She advocated for the District’s plan to include a lot of what Deborah is considering, as well as measurable goals. She urged that the Student Growth Model be a focus because it is a valuable tool for all students to measure progress and learning. Professional Development for staff is also an important priority for the special education families.

John Petersen concluded that a clear theme is that we have been weak in our commitment to professional development. This should be kept in the forefront as we begin the budget process for next year.

2. Recommendation to Appoint Stephen Mills as APS Representative to CASE, 2010-11

It was moved, seconded and unanimously

VOTED : to appoint Stephen Mills as APS Representative to CASE, 2010-11

3. Recommendation to Appoint Xuan Kong as Acton Representative to EDCO as a Voting Board Member

It was moved, seconded and unanimously

VOTED : to appoint Xuan Kong as the Acton Representative to EDCO as a Voting Board Member

4. Recommendation to Approve McCarthy-Towne Field Trip to Merrowvista

It was moved, seconded and

VOTED : to approve the McCarthy-Towne Field Trip to Merrowvista, 10/20/10 – 10/22/10

Xuan Kong abstained. All others voted yes.

5. Recommendation to Approve Conant Field Trip to Sargent Camp, N.H.

It was moved, seconded and unanimously

VOTED : to approve the Conant Field Trip to Sargent Camp, N.H. , 11/8/10 – 11/10/10

6. Recommendation to Accept Gifts from Community Education to Conant, Gates and McCarthy-Towne Schools

It was moved, seconded and unanimously

VOTED : to accept these three gifts to the schools as proposed.

FOR YOUR INFORMATION

1. Parent Communication Map

Dr. Mills highlighted the importance of this communication document.

2. SMART Goals

These will be voted on at the 10/7/10 Joint School Committee meeting. Measurable outcomes will be emphasized.

3. Website Links to School Newsletters:

4. ELL Student Population, September 2010
5. Pupil Services – On Team, August 2010
6. Fall Open House Schedule
7. Douglas Walk for Peace – Sept. 23
8. Invitation to Annual O.D.P. (Occupation Development Program) Coffee
Steve Mills and Mike Coppolino were enthusiastically supportive of this special program’s annual event.
9. Attorney General’s Request for Comments by 10/1/10 regarding the Open Meeting Law Remote Participation
This ruling went into effect July 1st. The Attorney General is trying to figure out what is appropriate to expect. A ruling is expected soon. Individuals may send comments by Oct 1 to the AG.
10. Monthly APS Financial Reports
 - a. Object Summary and Special Education
The Principals’ salary line is off because the Assistant Principals’ salaries came from two positions that no longer exist. The special education figures are coming from the state next week, so those numbers also appear unclear.
11. Warrant Q and A

NEXT MEETING: **October 7, 7:30 pm, AB SC at Jr High Library**
 October 21, 7:30 pm, APS SC at McCarthy-Towne School

The meeting was adjourned at 9:55 p.m.

Respectfully submitted,
Beth Petr

Appendix A: ABRSC Chair Brigid Bieber’s Statement re Agreements

Appendix B: OSA, AFSCME and Hourly Staff Salary and Health Insurance Changes,
FY’11 – FY’13 (dated 9/10/10)

Appendix C: List of Documents Used – Agenda for 9/16/10

Statement read by Brigid Bieber at 9-2-10 AB/JT School Committee meeting:

The Acton-Boxborough Regional and Acton Public School Committees are pleased to announce settlement of three - year contracts with the American Federation of State, County and Municipal Employees (which represents, the Custodians among others "AFSCME") and Office Support Association ("OSA"), two of the three school unions. We appreciate the hard work and commitment of all of the individuals represented by AFSCME and OSA. These outstanding school Districts that our children and our communities have come to enjoy and from which we all benefit, are only possible through the exceptional efforts of each school employee.

We would like to thank the Association representatives and each and every person represented by these organizations for their willingness to "come to the table" in a spirit of cooperation so that we could reach these three year agreements in a very uncertain economic environment. We believe each of the new Contracts between the ABRSD/APS and AFSCME and between ABRSD/APS and OSA balance the needs of the Districts for long-term, structural changes in compensation and benefits while meeting the needs of our employees for fair and competitive total compensation packages.

**OSA AFSCME and Hourly Staff
Salary and Health Insurance Changes
FY '11 – FY '13**

A. COLA

FY '11	No Salary Increase
FY '12	\$1.00 per hour for all hourly employees
FY '13	\$1.10 per hour for all hourly employees

B. Health Insurance

Employees will increase their contribution for health insurance from 15% to 25%, effective July 1, 2010.

Effective July 1, **2011**, employees who subscribe to Blue Cross Blue Shield Master Health Plus or Blue Care Elect PPO will increase their contribution to 50% of the cost of the premium.

To help offset the increased cost of health insurance, the School Committee will provide a one time reimbursement each September for three years according to the schedule below for active employees who were enrolled in a district sponsored health plan on June 30, 2010 and who continue to be enrolled in a district sponsored health plan in September of the specified year.

September 2010:	10% of the actual cost of the plan in which the employee is enrolled.
September 2011:	\$1200 for employees enrolled in a family plan \$500 for employees enrolled in an individual plan
September 2012:	\$600 for employees enrolled in a family plan \$300 for employees enrolled in an individual plan

C. Severance for OSA and AFSCME Employees

Delete Severance from the Contract

In exchange for deleting this provision from the Contract, all current OSA and AFSCME employees who have five (5) or more full years with the school district (s) as of June 30, 2010 will receive a payout in accordance with the severance article as written:

All OSA and AFSCME employees who have five (5) or more full years with the school district(s) as of June 30, 2010 will receive \$50 for each full year of service. If the OSA or AFSCME employee is over age 50 on June 30, 2010, they will receive a check for \$100 for each full year of service.

ACTON PUBLIC SCHOOL COMMITTEE MEETING

Cafetorium
Douglas School

September 16, 2010
7:30 p.m.

AGENDA

- I. CALL TO ORDER
- II. CHAIRPERSON'S INTRODUCTION
- III. APPROVAL OF MINUTES OF JULY 28, 2010 (addendum) and STATEMENT OF WARRANT
- IV. PUBLIC PARTICIPATION
- V. 7:35 EDUCATION REPORT – Douglas School, *Principal Chris Whitbeck*
 1. Douglas Financial Report (*addendum*)
- VI. 8:00 UNFINISHED BUSINESS
 1. Update on Collective Bargaining – *John Petersen* (8:00)
 - a. Statement from Chair , *Brigid Bieber*, at Joint SC meeting 9/2/10
 - b. Summary of Changes
 - c. Negotiations Update Presentation
 2. Acton Leadership Group (ALG) Report – *John Petersen* (8:10)
 - a. Draft minutes of 8/17/10
 - b. Packet for 9/17/10 (*addendum*)
 3. Acton Board of Selectman Report – *Herman Kabakoff (oral)* (8:25)
 Acton Finance Committee (FinCom) Report – *Sharon McManus*
 - a. APS/AB Presentation to FinCom 9/7/10
 (includes slides in VI. 1. c. above)
 4. Health Insurance Trust (HIT) Update, 8/26/10 – *John Petersen* (8:35)
 - a. Agenda for 9/23/10 (*addendum*)
 5. FY'10 Final Budget Close Out – *Don Aicardi* (8:40)
 6. FY'11 Budget – *Steve Mills/Don Aicardi* (8:45)
 - a. Memo re New Educational Funding
 7. Student Enrollment Update – *Marie Altieri (addendum)* (8:50)
 8. Staffing Update – *Marie Altieri*
 - a. List of Professional Staff
 - b. Leaves of Absence, Resignations, Retirements
 - c. Information about New Teachers
- VII. 8:55 NEW BUSINESS
 1. MCAS Updates – *Deborah Bookis*
 - a. Annual Yearly Progress (AYP) Update
 - i. Parent/Guardian Letters to McCarthy-Towne, Merriam, Conant
 - ii. Pupil Services Response to Anticipated MCAS Results
 - iii. Special Education Parent Advisory Council (SpedPAC) Letter
 - iv. "Schools Missed the Mark", *www. Boston.com*
 - b. Enclosure Letters
 - i. 3rd Graders' Parent/Guardians Letter

- ii. 4th – 10th Graders' Parent/Guardian Growth Model Letter
- 2. Recommendation to Appoint Stephen Mills as APS Representative to CASE, 2010-11 - **VOTE** - *Steve Mills*
- 3. Recommendation to Appoint Xuan Kong as Acton Representative to EDCO as a Voting Board Member - **VOTE** - *John Petersen*
- 4. Recommendation to Approve McCarthy-Towne Field Trip to Merrowvista, 10/20/10 - 10/22/10 - **VOTE** - *Steve Mills*
- 5. Recommendation to Approve Conant Field Trip to Sargent Camp, N.H. , 11/8/10 - 11/10/10 - **VOTE** - *Steve Mills*
- 6. Recommendation to Accept Gifts from Community Education to Conant, Gates and McCarthy-Towne Schools - **VOTE** - *Steve Mills*

VIII. 9:15 FOR YOUR INFORMATION

- 1. Parent Communication Map
- 2. SMART Goals – on agenda for 10/7/10 Joint School Committee meeting (*addendum, unchanged from 9/2/10 AB SC packet*)
- 3. 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>
- 4. ELL Student Population, September 2010
- 5. Pupil Services – On Team, August 2010
- 6. Fall Open House Schedule
- 7. Douglas Walk for Peace – Sept. 23
- 8. Invitation to Annual O.D.P. (Occupation Development Program) Coffee (*addendum*)
- 9. Attorney General's Request for Comments by 10/1/10 re Open Meeting Law Remote Participation (*addendum*)
- 10. Monthly APS Financial Reports (*addendum*)
 - a. Object Summary
 - b. SpEd
- 11. Warrant Q and A (*addendum*)

IX. NEXT MEETING: **October 7, 7:30 pm, AB SC at Jr High Library**
 October 21, 7:30 pm, APS SC at McCarthy-Towne School

X. 9:20 ADJOURN

Acton Leadership Group
Thursday, October 7, 2010 7:15AM
Faulkner Hearing Room, Acton Town Hall

Present: Lauren Rosenzweig-Morton, Steve Ledoux, Mike Gowing, Xuan Kong, John Peterson, Don Aicardi, Mary Ann Ashton, Bart Wendell facilitating

Audience: Clint Seward, Charlie Kadlec, Dick Calendrella, Marie Altieri, Ruth Kohls

Agenda Item: Informational discussion on Special Town Meeting warrant

Rosenzweig-Morton reviewed the history and progress of the Simeone – Caouette land purchase:

- The land had been in Chapter 61A so when the family decided to sell it, the town has right of first refusal. The original appraisal showed space for 6 house lots at a value of \$100,080. An error in calculation of division of the mill pond now leaves 5 lots and the existing house was included in the original appraisal when it should not have been.
- The town wishes to save the farm for two reasons:
 - To save the farm land, adjacent to the Simeone farm. The Simeones would continue to farm the land. This acreage helps make the operation viable with much of the produce is sold locally. The parcel is identified in the South Acton Village Plan as a priority to keep as open space
 - It is adjacent to the Assabet River Rail Trail
- April 2010 Town Meeting supported the purchase and the town has pursued the purchase with due diligence. Once the process started, there is a deadline of 120 days to conclude it. The deadline has passed and the town asked for an extension to continue negotiation, which the owners have agreed to. Some funds for continuance fees, etc. have been expended from the general budget.
- Environmental remediation will be required. The town has been responsive to environmental groups who have asked for more testing. The remediation costs are now estimated to be lower than originally thought.
- The reappraised value is \$830,000.
- The owners are controlling the clock.
- There has been a lot of support for the purchase, though the price is increasing. The original idea was to go to town meeting for the difference between the appraised value and the price from free cash.
- This is a strategic purchase and it is the intent of the board of selectmen to continue to negotiate with the family to reduce costs, to continue seeking grants, and to continue outreach to economic development groups.

Ledoux continued by noting that the warrant is predicated on the higher value and funding up to \$200,000 in cleanup expenses. CPC funds can only be expended up to the appraised value of the

property. The Selectmen will meet on Friday morning to consider a special meeting within a special town meeting on October 25. The closing is scheduled for October 26.

It was noted that a death in the Simeone – Caouette family will delay some communications.

Rosenzweig-Morton planned to make a call, but the Selectmen will likely not be able to meet with the family until Tuesday morning, October 12.

Rosenzweig-Morton noted that there is also the possibility for a cluster development, allowing for more units, or a 40B could be built if the law is not repealed in November. Other possibilities allowed under zoning include day care, school or religious institution. In the current scenario, the area with the pollution will be used as green area next to the rail trail. Other considerations: the town is in a good reserve position. The current difference between appraised value and price plus remediation expenses plus some out of pocket expense is about \$370,000. The town will still try to negotiate a lower price, but there is a risk of letting it go to a developer.

Rosenzweig-Morton asked if people understand what is going on and whether they feel comfortable with the financial issues. She added that she felt it necessary to maintain mutual communication with the other boards and will ask for the recommendation of the Finance Committee on the articles. The School Committee would not make a recommendation since this is outside their purview.

Wendell checked to see if he was correct in that this meeting was to ensure that there are no surprises from the boards at Town Meeting and that questions, concerns and objections should be raised now, or at least prior to the meeting.

Resenzweig-Morton agreed and added that she hoped that this discussion and any agreement to use reserve funds would avoid bad feelings when discussing the next budget.

Gowing pointed out that the Selectmen would be meeting with the open space committee prior to its own meeting on Friday morning.

Peterson, speaking only for himself and not for the school committee, felt that there is no merit in considering the sunk costs, money already spent on legal fees, etc. The single family valuation is not necessarily relevant. If we own the land for years outward, the purchase price won't matter so much. He is highly motivated to complete the purchase.

Ashton pointed out that it is important that there be agreement on the use of reserves. There are ramifications on other things down the road. The finance committee is divided and did not make a recommendation at its meeting on October 5. The project started with the idea of using \$200,000 from reserves and that has grown to \$400,000. We have a very adequate group of reserves that we can now make new decisions on using. The finance committee wants not to tax to the max, so that could leave some untapped levy capacity. The impact of the state ballot questions is not yet known. Everyone needs to be comfortable with this level of free cash use and the other impacts that will have on the budget. The finance committee will take a position before Town Meeting.

Kong added that the school committee has not met to discuss and so have no input. However, he is in support of the purchase and agrees that the costs already incurred should not be part of any discussion going forward. The town should understand the need to project and include these costs up front.

Gowing added that you can anticipate costs, but not how much in every case.

Ashton agreed with Kong and recommended that the relevant committees should gather when it's all over to debrief on costs and process. Committees have to do work in the public eye, but this is a private purchase.

In response to a question, it was determined that approximately \$139,000 has been spent as of last week on things such as environmental testing, earnest payment, legal fees, appraisal fees, and survey fees.

Since what the Selectmen will recommend at the October 12 town meeting is not clear due to the tight timeline and the death in the Simeone-Caouette family limiting the ability to meet with them, there was no way to know whether there would be a need for another Special Town Meeting on October 25. Any action that the Town Meeting can take is limited by the articles on the warrant and new articles based on new information cannot be posted in time for consideration on the 12th. Any information that is available is and will be posted to the town website. School Committee members agreed that Rosenzweig-Morton should speak during public participation at that evening's meeting.

Charlie Kadlec was concerned that the situation be communicated clearly so that voters don't show up for the meeting only to learn that it will be postponed. In addition, it needs to be clearly communicated that the town will not get a second bite at the apple if this opportunity is not taken. He would communicate to his list. ALG members agreed that they would get the word out as well.

Adjournment at 8:00AM

Next meeting October 28.

Respectfully submitted,
Jo-Ann Berry

 From:  <DoreHunter@aol.com>Thursday, October 14, 2010 2:41:53 PM 

Subject: Minuteman Career and Technical High School progress

To:  <alg@acton-ma.gov>Bcc:  **Beth Petr**Attachments:  Attach0.html

3K

Members of the Acton Leadership Group,

This is a brief report of the Minuteman activities which may be of interest to the members of the Acton Leadership Group.

1. The Regional Agreement Task Force, consisting of an impressive group of volunteers from the Minuteman area, is close to completing its work in regard to recommended potential changes in the current Minuteman Regional Agreement. The Task Force's report will include what I believe will be a small number of recommendations. Those recommendations will then be presented to, discussed and voted upon by each of the member towns. At this point no time table has yet been established for the presentation to the 16 towns. I will further report to the ALG when the recommendations are finalized.

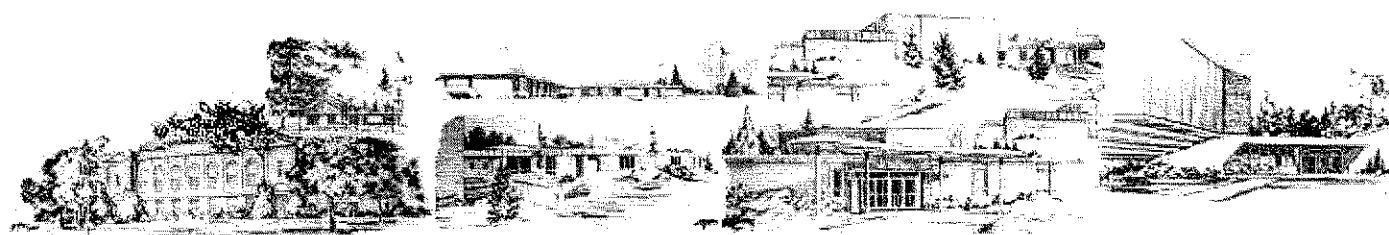
2. Preliminary figures indicate overall student enrollment at Minuteman has increased by approximately 5%. The entering freshman class scheduled to graduate in 2013 has increased approximately 60% year over year. This is the result of coordinated work by the administration and affiliated Minuteman organizations.

3. The Feasibility Study has been approved by all 16 Member Towns. The conditions for approval with a feasibility project include that the Regional Task Force completes its work; that a demographic study be done to estimate future student attendance at Minuteman; and that Minuteman substantially increases its student enrollment.

4. I believe that Minuteman is going to meet those conditions.

Regards,

Dore' Hunter
Minuteman School Committee



Acton Public Schools # Acton-Boxborough Regional School District
 16 Charter Road Acton, MA 01720 Phone: 978-264-4700 Ext. 3205 Fax: 978-264-3340
 E-mail: daicardi@mail.ab.mec.edu

Donald Aicardi
 Finance Director

TO: Superintendent Stephen Mills
 FROM: Don Aicardi, Director of Finance
 RE: FY11 Recommended Final Table 6 Regional School Assessment
 DATE: September 30, 2010

Please see two attached documents: the first is the final FY11 Notice to Regional Schools Districts of Estimated Receipts (cherry sheet), the second is a recommended updated Table 6 Regional School Assessment for the regional school committee.

The FY11 Notice of Estimated Receipts has revenue numbers that were contained in the final state budget which were sent to districts on July 1, 2010. Revenue assumptions for these same categories were incorporated into the Table 6 Regional School Assessment approved last spring.

	FY11 Town Meeting Spring 2010	FY11 Final (Using Final FY11 Cherry Sheet & Reserves)	Variance
OTHER FINANCING SOURCES:			
CHAPTER 70 BASE AID	\$6,993,907	\$6,931,919	(\$61,988)
CHOICE/CHARTER SCHOOL ASSESSMENT	(\$415,767)	(\$392,880)	\$22,887
CHARTER SCHOOL AID	\$88,879	\$111,022	\$22,143
TRANSPORTATION (Cherry Sheet)	\$0	\$593,641	\$593,641
TRANSFER FROM PREMIUM ON LOAN-JHS	\$658	\$658	\$0
TRANSFER FROM RESERVES (E&D)	\$700,000	\$700,000	\$0
TRANSFER FROM RESERVES (TRANSPORTATION)	\$605,806	\$605,806	\$0
TOTAL OTHER FINANCING SOURCES	\$7,973,483	\$8,550,166	\$576,683

The final amounts of Chapter 70 Revenue, Choice/Charter Assessment, and Charter School Aid were revealed to be very close to the estimates used at the Town Meetings last spring. The amount of E&D that was approved at that time remains unchanged at \$700,000. The major difference in the financing sources is the inclusion of the FY11 Cherry Sheet number for Regional School Transportation of \$593,641. It has been included as a funding source per the

Department of Revenue's direction that regional school districts use the transportation revenue as contained on the annual Cherry Sheet in the same year in which it is received, and not held in reserve for use the following fiscal year. The overall revenue increase for the regional school district from the numbers used in the spring is **\$576,683**.

Once the final revenue numbers are included, the two assessments for the towns of Boxborough and Acton can be reduced by **\$576,683**; a \$491,709 reduction for the Town of Acton, and a \$84,974 reduction for the Town of Boxborough, respectively.

	Acton	Boxboro	Variance
ASSESSMENT SPRING, 2010	\$24,115,163	\$6,187,433	
FINAL ASSESSMENT FALL 2010	\$23,623,454	\$6,102,459	
Variance	(\$491,709)	(\$84,974)	(\$576,683)

No changes were made to any other section of this assessment; they remain identical to the ones approved last spring.

This recommended Table 6 is being sent to you for informational purposes at this time. The assessment, if approved by the regional school committee at your November 4th Regional Meeting, will be sent to officials in the towns of Acton and Boxborough. These new assessments will be incorporated into their respective towns' budgets before being sent to the Department of Revenue.

If there is any additional information I can provide you or the committee, please let me know.

NOTICE TO REGIONAL SCHOOL DISTRICTS

OF ESTIMATED RECEIPTS

General Laws, Chapter 58, Section 25A

ACTON BOXBOROUGH

A. EDUCATION

Distributions and Reimbursements:

1. Chapter 70	6,931,919
2. Regional School Transportation <i>Ch. 71, s. 16C</i>	593,641
3. Charter Tuition Reimbursements <i>Ch. 71, s. 89</i>	111,022

Offset Items - Reserve for Direct Expenditure:

4. School Lunch <i>1970, Ch. 871</i>	12,909
5. School Choice Receiving Tuition <i>Ch. 76, s. 12B, 1993, Ch. 71</i>	251,722
6. Essex County Technical Institute Receiving Tuition <i>1998, Ch. 300, s. 21</i>	

Total Estimated Receipts, Fiscal 2011	7,901,213
---------------------------------------	-----------

Estimated Charges:

7A. Special Education <i>Ch. 71B, ss. 10, 12</i>	
8A. School Choice Sending Tuition <i>Ch. 76, s. 12B, 1993, Ch. 71</i>	1,550
9A. Charter School Sending Tuition <i>Ch. 71, s. 89</i>	391,330

Total Estimated Charges, Fiscal 2011	392,880
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B. TOTAL ESTIMATED RECEIPTS, NET OF ESTIMATED CHARGES, FISCAL 2011	7,508,333
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For additional information about how the estimates were determined and what may cause them to change, please click on the following link:
[Local Aid Estimate Program Summary](#).

Released July 1, 2010

Table 6
ACTON-BOXBOROUGH RSD
 Revised Analysis of Assessments
 Final State Aid Numbers
 School Year 2010-2011

	GROSS BUDGET 2010-2011	ACTON 79.23%	BOXBOROUGH 20.77%
INSIDE DEBT LIMIT:			
OPERATING BUDGET	\$34,434,599	\$27,282,533	\$7,152,066
REGULAR TRANSPORTATION	\$1,336,313	\$1,080,409	\$255,904
SPEED TRANSPORTATION	\$565,205	\$447,812	\$117,393
TOTAL INSIDE DEBT LIMIT	\$36,336,117	\$28,810,754	\$7,525,363
OUTSIDE DEBT LIMIT:			
CONST DEBT SERVICE (JHS&SHS/OUTSIDE 2 1/2)			
JH CONSTRUCTION/RENOVATION	\$463,049	\$390,026	\$73,023
SH CONSTRUCTION/RENOVATION	\$1,429,244	\$1,203,852	\$225,392
TOTAL OUTSIDE DEBT LIMIT	\$1,892,293	\$1,593,878	\$298,415
GROSS BUDGET	\$38,228,410	\$30,404,632	\$7,823,778
DEFERRAL OF TEACHER SALARIES	\$47,669	\$37,768	\$9,901
TOTAL BUDGET INCLUDING DEFERRAL	\$38,276,079	\$30,442,400	\$7,833,679
OTHER FINANCING SOURCES:			
CHAPTER 70 BASE AID	\$6,931,919	\$5,492,159	\$1,439,760
CHOICE/CHARTER SCHOOL ASSESSMENT	(\$392,880)	(\$311,279)	(\$81,601)
CHARTER SCHOOL AID	\$111,022	\$87,963	\$23,059
REGIONAL SCHOOL TRANSPORTATION	\$593,641	\$479,959	\$113,682
TRANSFER FROM PREMIUM ON LOAN-JHS	\$658 *	\$554	\$104
TRANSFER FROM RESERVES (E&D)	\$700,000	\$589,610	\$110,390
TRANSFER FROM RESERVES (TRANSPORTATION)	\$605,806	\$479,980	\$125,826
TOTAL OTHER FINANCING SOURCES	\$8,550,166	\$6,818,946	\$1,731,220
ASSESSMENTS	\$29,725,913	\$23,623,454	\$6,102,459
INCREASE OVER FY10 ADJUSTED ASSESSMENT	\$566,019	\$511,597	\$54,422
PERCENTAGE INCREASE	1.9%	2.21%	0.90%
FY10 ADJUSTED ASSESSMENT	\$29,159,894	\$23,111,857	\$6,048,037
INCREASE OVER FY10 ORIGINAL ASSESSMENT	\$178,115	\$205,747	(\$27,632)
PERCENTAGE INCREASE	0.6%	0.9%	-0.5%
FY10 ORIGINAL ASSESSMENT	\$29,547,798	\$23,417,707	\$6,130,091

*Premium must be used to reduce debt service costs.

Changes:

\$605,806 in Reserves (Transportation) and \$700,000 in Reserves (E&D) both remain as approved at Annual Town meetings
 Assumes Use of FY11 \$593,641 from FY11 final Cherry Sheet (Regional Transportation)
 Uses Chapter 70 Revenue, Choice/Charter Assessment, Charter School Aid, and Transportation numbers from final FY11 Cherry Sheets

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

Proposed FY'12 Budget Schedule for the Schools

10/7/10 AB Regional School Committee meeting, Draft Budget Schedule distributed

10/15/10 Budget packets (appropriated and revolving budgets) distributed to all administrators, including budget schedule.

10/29/10 All completed budgets turned in to Central Office
Preliminary budgets entered into computer
Central Office meetings with administrators about budget

11/04/10 AB School Committee meeting discussion of Assumptions and Key Decisions

11/18/10 APS School Committee meeting discussion of Assumptions and Key Decisions

12/2/10 APS/AB/possible Joint School Committees' budget discussion continues

12/16/10 APS School Committee budget discussion continues

12/31/10 Acton Town Meeting warrant closes

1/6/11 Presentation of preliminary budgets to APS and AB Regional School Committees (overview/issues)

1/20/11 Discussion of preliminary budget with APS School Committee

? Joint School Committee Saturday All-Day Session with presentations by school leaders; Selectmen / Finance Committee / public at large encouraged to attend

? Acton and Boxborough Finance Committees / Review / Comments to School

2/3/11 AB Regional School Committee budget hearing (required by law) - *Possible Budget Vote*

2/5/11 All-Day Saturday Budget Meeting

2/17/11 APS School Committee budget hearing (required by law) - *Possible Budget Vote*
Possible Joint School Committee meeting if vote needed on Regional budget/assessments (2/18/11 is deadline to vote according to Regional Agreement)

cont.

3/3/11 AB SC Meeting

3/? Public Hearing for Acton Budgets (coordinated by Finance Committee)

3/17/11 APS School Committee Meeting

? Boxborough warrant goes to printer

3/24/11 Joint Acton/Acton-Boxborough SC Meetings

3/29/11 Acton Town Election

4/4/11 Acton Town Meeting begins

5/9/11 Boxborough Town Meeting begins

5/16/11 Boxborough Town Election

Proposed Resolution regarding State Initiative Petition Question Three

Acton – Boxborough Regional School Committee

10/7/10

Whereas the proposed reduction of the Massachusetts Sales Tax from 6.25% to 3% would seriously reduce state revenue and would have an adverse effect on the local aid necessary to fund our schools and other vital local services.

Be it resolved that:

The Acton-Boxborough Regional School Committee opposes the state initiative petition question three which would reduce the Massachusetts Sales Tax from its current level of 6.25% to 3% effective January 1, 2011.

See attached supporting information from the Massachusetts Taxpayers Association, as well as analysis by the Massachusetts Municipal Association found at:
<http://www.mma.org/local-aid-and-finance/4976-sales-tax-ballot-question-threatens-local-aid>



News Release

333 WASHINGTON STREET
BOSTON, MA 02108-5170
617-720-1000
FAX 617-720-0799

For Immediate Release

September 22, 2010

MTF Report on Question 3: Heading Over the Cliff

Voter approval of Question 3 would result in across-the-board cuts of approximately 30 percent in virtually all state programs, including local aid, higher education, human services, prisons, courts, environmental protection, and state parks and beaches, according to a report released today by the Massachusetts Taxpayers Foundation.

The MTF report, *Question 3: Heading Over the Cliff*, concludes that if Question 3 passes, state leaders would face a \$4.5 billion dollar shortfall in the fiscal 2012 budget – an already existing structural deficit of at least \$2 billion plus \$2.5 billion of reduced tax revenues by cutting the sales tax from 6.25 percent to 3 percent. Because almost half of the state's \$32 billion budget is spending that is legally required, the \$4.5 billion in reductions must be spread over the remaining \$16.9 billion of "discretionary" spending, which would require across-the-board cuts of 28.4 percent. State programs have already been cut by more than \$2 billion since the fiscal crisis began in 2009.

In addition, since the tax cut would take effect on January 1, 2011, the state would have to deal with the loss of approximately \$1 billion in sales tax revenues in fiscal 2011, requiring large mid-year cuts across state government.

"It is not an exaggeration to say that the resulting massive spending cuts would eliminate or erode a wide range of services – from education and public safety to health care and human services – that for decades the citizens of Massachusetts have counted on the government to provide," the report said.

The report concludes that the cuts in local aid would result in thousands of layoffs of municipal employees, chiefly teachers, police and fire, decimating the core services of education and public safety and falling most severely on cities and poorer communities that depend so heavily on state aid.

Since state aid and property taxes are far and away the two major sources of municipal revenues, the cuts in state aid would inevitably lead to higher property taxes in many communities. This would put an added burden on many lower and middle income taxpayers.

Similarly, for the 270,000 students attending the University of Massachusetts and the 24 state and community colleges, the cuts in higher education would result in sharp increases in tuition and fees, as well as fewer course offerings, reduced faculty time and other elements of a quality education.

The report also points out that even with last year's increase in the sales tax from 5 percent to 6.25 percent, Massachusetts still ranks in the bottom group of states in terms of sales tax burden. Of the 45 states with a broad-based sales tax, Massachusetts ranks 43rd in revenues collected per \$1,000 of income and 35th per capita. Massachusetts has a very narrow base on which sales taxes are collected (e.g. exempting food, clothing up to \$175, and services), which is the principal explanation for its low ranking even with a rate of 6.25 percent.

The Massachusetts Taxpayers Foundation is nationally recognized, nonprofit organization that conducts research on state and local taxes, government spending, and the economy. Founded in 1932, the Foundation has won numerous prestigious national awards over the last decade for its work on transportation reform, business costs, capital spending, state finances, MBTA restructuring, state government reform, and health care.

THE BEACON PERSPECTIVES

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QUES

LETTER TO THE EDITOR

No on Question 3

The Acton Boxborough Regional School Committee (comprised of the Acton School Committee plus three members of the Boxborough School Committee) voted to oppose Question 3 and publicize our opposition to the question through our public meetings and in a letter to the editor.

Question 3, a proposal to reduce the state sales tax from 6.25 percent to 3 percent, would reduce state revenue by more than \$2 billion. While the impact of this reduced revenue on local aid to the towns and schools of Acton and Boxborough would be determined by the legislature, there is no doubt that our schools and our community would be forced to significantly reduce our budgets and the services we provide. Even conservative estimates result in reductions greater than \$1 million.

We urge members of our communities to join with the ABRSC and vote no on question 3 in November. —
Brigid Bieber, chairman ABRSC and John Petersen, chairman APS

Luther Conant School PTO
80 Taylor Road
Acton, MA 01720



October 14, 2010

Dr. Stephen Mills
Superintendent
Acton Boxborough Regional Schools
16 Charter Road
Acton, MA 01720

Dear Dr. Mills:

On behalf of the Luther Conant Elementary School PTO, please accept this gift to the District in the amount of \$27,000 for the 2010-11 school year. This money was raised by the PTO with the intent of funding \$35,000 of our teaching assistants' salaries for this school year. Please note that the discrepancy between our gift and the salary amount is a result of \$13,235.14 remaining in our account from last year.

If you have any questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read 'Rebecca Oddsund', with a long, sweeping underline.

Rebecca Oddsund
Conant PTO President



CT DOUGLAS PTO

21 Elm Street
Acton, MA 01720

CT Douglas School Phone: 978-266-2560



7.3

September 24, 2010

Dr. Stephen Mills
Superintendent
Acton Public Schools
Charter Road
Acton, MA 01720

Dear Dr. Mills,

On behalf of the C.T. Douglas School PTO, we would like to thank you for all the support you have given during the past year.

In June 2010, the Douglas PTO approved our budget for the 2010-2011 school year. As in the past, our main focus is on direct services to the children. This year over 75% of our basic budget will be used to fund classroom support/assistants, technology staff, and library staff. This budget reflects the PTO's commitment to maintaining the same level of staff support.

We would like to present our PTO gift to the C.T. Douglas School:

\$32,502.00	Classroom Assistants/Support
\$ 3,778 .00	for Library Assistants
\$10,331.00	for Technology Assistants
\$ 2,000.00	for Language Program Support
<u>\$ 1,801.00</u>	for additional Library Assistant time
<u>\$50,412.00</u>	total
<u>- 4,018.39</u>	funds remaining from 2010-2011
\$46,393.61	Total Gift from the Douglas PTO for 2010-2011 school year

This gift represents funds for expenses that are reimbursed to Central Office for actual hours worked or products purchased and we understand if the funds are not used in their entirety a credit will be issued for use in a subsequent year.

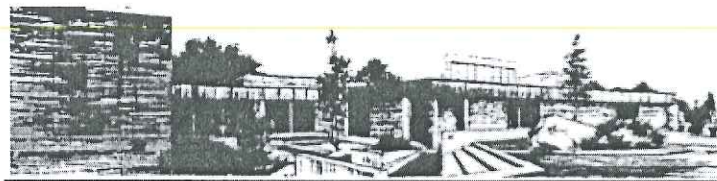
The presented budget here in supports expenses that we would not be able to continue without the generosity of our parents and the community. We do not take this generosity lightly; given current economic conditions, we feel that our budget is a realistic expectation for the coming year.

Thank you for reviewing this budget for approval for the coming year.

Sincerely,

Kristan Smith-Park and Deanne O'Sullivan
Douglas PTO Co-Chairs, 2010-2011

Cc: Dr. Chris Whitbeck; Sharon Armistead; Corinne Hogseth, PTO Treasurer



7.4

Paul P. Gates M.D. School

75 Spruce St. Acton MA 01720 Phone: 978-266-2570 Fax: 978-266-2573 Email: lnewman@mail.ab.mec.edu
Lynne Newman, *Principal*

September 30, 2010

Stephen E. Mills, Ed.D.
Superintendent of Schools
Acton Public Schools
16 Charter Road
Acton, MA 01720

Dear Dr. Mills,

I would like to request acceptance of the gift of money from the Gates School PTO in the amount of \$43,019.21. When combined with the existing balance of \$2,480.79 in the Gates PTO Account, the balance should be \$45,500. This total amount has been designated for Classroom Assistants, including Computer and Media assistants, for the 2010 - 2011 school year.

I hope you will present this request for acceptance of this year's Gates PTO gift of \$43,019.21 to the Acton Public School Committee at their next regularly scheduled meeting.

Sincerely,

A handwritten signature in blue ink that reads "Lynne Newman". The signature is written in a cursive style.

Lynne Newman
Principal
Gates Elementary School
Acton, MA 01720

McCarthy-Towne School

Eleven Charter Road, Acton, MA 01720

Telephone: 978-264-3377, FAX: 978-264-4098

Email: dkrane@mail.ab.mec.edu

Dr. Stephen Mills
Superintendent of Schools
16 Charter Road
Acton Public Schools
Acton, MA 01720

October 12, 2010

Dear Dr. Mills,

The McCarthy-Towne School PTSO has presented the school with a \$95,600 gift to be used for our Contracted Services programs and Classroom and Reading Assistants.

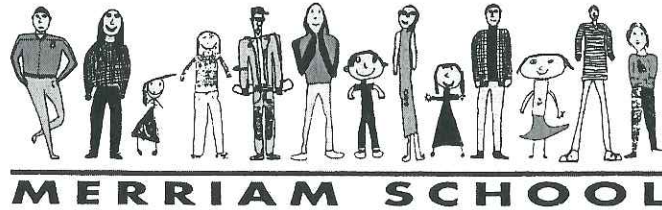
The money will be divided among the following programs:

Classroom and Reading Assistants	\$57,022.
Art Integration Specialist	\$20,706.
Media Assistant (additional hours)	\$ 3,872.
Parent Involvement Coordinator	\$14,000.

Please present this gift to the School Committee for their approval at the next School Committee meeting. Thank you.

Sincerely yours,

David Krane
Principal
McCarthy-Towne School



11 Charter Road, Acton, MA 01720 (978) 264-4700, Ext. 3751

To: Dr. Stephen Mills
From: Ed Kaufman
Dianna McNeish, PTO Treasurer
Date: September 25, 2010
Subject: Payment for Assistant Salaries

The Merriam PTO would like to request that the School Committee accept this gift of \$87,746 to cover our contribution to fund salaries for classroom assistants (grades 1-6) for eighteen hours per week from September 2010 – June 2011.

In addition, \$97,745 will be used from the Merriam Mornings/Merriam After Hours Programs to fund classroom assistants, assistants for math, reading, and technology, and for additional hours for our media assistant.

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: October 15, 2010
RE: Acceptance of Gift from Roche Brothers

Please vote to accept a very generous donation from Roche Brothers Supermarket of assorted supplies for our five elementary schools. These pencils, markers, crayons, glue, book covers, pencil cases, etc. were delivered to the schools and have a value of approximately \$500.

I am sure that you join me in thanking this local business for their continued generous support of our schools.

OVERNIGHT, INTERNATIONAL and/or OUT-OF-STATE FIELD TRIP PERMISSION FORM
Submit for Superintendent and School Committee approval

Please file at least four (4) weeks in advance for 1-3 day trips

Please file at least three (3) months in advance trips longer than 3 days and/or trips with per student cost greater than \$500.00

Please TYPE or use COMPUTER FORM

- Name of Teacher(s): **Jennie Granado, June Montepeluso, Sara Wilcox**
- School: **Gates**
- # of Students going: **74** # of Chaperones (gender): **7 (at least 3 female and 3 male)**
Names of Chaperones: **Jennie Granado, June Montepeluso, Sara Wilcox, CORI'd parent chaperones**
TBD (to be determined closer to trip date when cabin arrangements are made)
- Date(s) of Trip: **April 27-April 29, 2011** School Time Involved: **April 27-April 29, 2011**
- Destination /Purpose of Trip: **Nature's Classroom @ Grotonwood; teambuilding & science enrichment**
- Have you taken this trip before? **Yes, June 2009, April 2010**
- Any special arrangements required (such as extra insurance, ADA accommodations)? **no**
- Cost per Student: (Please describe how the cost is determined.) **\$260 (cost per child for camp, bus cost, and EMT cost)**
- Who will pay for the trip? **Students/parents**
- Has any fundraising been done? **Yes** If so, what? **Water bottle sales (6/10) Bottle drive (9/10)**
- Are any parents driving? **No** If so, have appropriate insurance forms been filled out? **n/a**
- Have you followed the procedure outlined in Policy IJOA? **yes**
- Other comments:

☒ Approved
Lynne Newman
Principal

____ Not Approved
9/21/10
Date

☒ Approved
Stacy Mills
Superintendent

____ Not Approved
9/24/10
Date

____ Approved

School Committee

____ Not Approved

Date

NONDISCRIMINATION

Public schools have the responsibility to overcome, insofar as possible, any barriers that prevent children from achieving their potential. The public school system will do its part. This commitment to the community is affirmed by the following statements that the School Committees intend to:

1. Promote the rights and responsibilities of all individuals as set forth in the State and Federal Constitutions, pertinent legislation, and applicable judicial interpretations.
2. Encourage positive experiences in human values for children, youth and adults, all of whom have differing personal and family characteristics and who come from various socioeconomic, racial and ethnic groups.
3. Work toward a more integrated society and to enlist the support of individuals as well as groups and agencies, both private and governmental, in such an effort.
4. Use all appropriate communication and action techniques to air and reduce the grievances of individuals and groups.
5. Carefully consider, in all the decisions made within the school system, the potential benefits or adverse consequences that those decisions might have on the human relations aspects of all segments of society.
6. Initiate a process of reviewing policies and practices of the school system in order to achieve to the greatest extent possible the objectives of this statement.

The Acton Public and Acton-Boxborough Regional School Districts do not discriminate on the basis of race, color, national origin, limited English proficient (LEP), gender, age, religion, sexual orientation, veteran status, handicap or homeless in admission or access to, or treatment or employment in, its programs, and activities.

Any person having inquiries or complaints concerning the Acton Public and Acton-Boxborough Regional School Districts' compliance with Title VI, Title IX, Section 504, ADA or MGL ch. 76, sec.5 is directed to contact the Director of Pupil Services, Administration Building, 15 Charter Road, Acton, MA, telephone number 978-264-4700, x3265, who has been designated by the Acton Public and Acton-Boxborough Regional School Districts to coordinate the Districts' efforts to comply with these laws, or write to the Office for Civil Rights, J. F. Kennedy Federal Building, Room 1875, Boston, MA 02203, or the Massachusetts Department of Elementary and Secondary Education, Office of Program Quality Assurance Services, 75 Pleasant Street, Malden, MA 02148.

LEGAL REFS.: Title VI, Civil Rights Act of 1964
Title VII, Civil Rights Act of 1964, as amended by the Equal Employment
Opportunity Act of 1972
Executive Order 11246, as amended by E.O. 11375
Equal Pay Act, as amended by the Education Amendments of 1972
Title IX, Education Amendments of 1972
Rehabilitation Act of 1973
Education for All Handicapped Children Act of 1975
M.G.L. 71B:1 et seq. (Chapter 766 of the Acts of 1972)
M.G.L. 76:5, Amended 1993
Board of Education 603 CMR 26:00
Board of Education Chapter 766 Regulations, adopted 10/74, as amended through
3/28/78

CROSS REFS.: ACA- ACE, Subcategories for Nondiscrimination
GBA, Equal Opportunity Employment
JB, Equal Educational Opportunities

NOTICE OF NONDISCRIMINATION

The Acton Public and Acton-Boxborough Regional School Districts do not discriminate on the basis of race, color, national origin, limited English proficient (LEP), gender, age, religion, sexual orientation, veteran status, handicap or homeless in admission or access to, or treatment or employment in, its programs, and activities.

Any person having inquiries or complaints concerning the Acton Public and Acton-Boxborough Regional School Districts' compliance with Title VI, Title IX, Section 504, ADA or MGL ch. 76, sec.5 is directed to contact the Director of Pupil Services, Administration Building, 15 Charter Road, Acton, MA, telephone number 978-264-4700, x3265, who has been designated by the Acton Public and Acton-Boxborough Regional School Districts to coordinate the Districts' efforts to comply with these laws, or write to the Office for Civil Rights, J. F. Kennedy Federal Building, Room 1875, Boston, MA 02203, or the Massachusetts Department of Elementary and Secondary Education, Office of Program Quality Assurance Services, 75 Pleasant Street, Malden, MA 02148.

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

Levels	Sept. 1				Oct. 1				Nov. 1				Dec. 1				Jan. 1				Feb. 1				Mar. 1				Apr. 1				May 1				Jun 1			
	A	B(1)	C	Tot	A	B(1)	C	Tot	A	B(1)	C	Tot	A	B(1)	C	Tot	A	B(1)	C	Tot	A	B(1)	C	Tot	A	B(1)	C	Tot	A	B(1)	C	Tot								
K	318	48	8	326	320	49	8	328	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0									
1	347	54	7	354	347	55	6	353	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0									
2	344	69	2	346	342	68	2	344	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0									
3	343	68	2	345	344	68	2	346	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0									
4	370	71	5	375	369	71	5	374	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0									
5	362	80	3	365	360	80	4	364	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0									
6	393	75	1	394	394	75	1	395	0	0	0	0	0	0	0	0	0	0	0	0	0	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	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	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. Pre-sch.	8	3	0	8	5	3	0	5	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 K-6	13	4	0	13	13	4	0	13	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	2538	479	28	2566	2535	480	28	2563	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	400	73	8	481	395	69	9	473	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0									
8	401	76	5	482	401	75	5	481	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0									
J.H.S. Total	801	149	13	963	796	144	14	954	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	416	110	3	529	402	108	4	514	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0								
10	394	100	6	500	390	101	6	497	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0								
11	381	93	6	480	370	97	8	475	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0								
12	385	117	12	514	381	115	12	508	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0								
9-12 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	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	2377	569	40	2986	2339	565	44	2948	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	43	10	0	53	42	11	0	53	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	2420	579	40	3039	2381	576	44	3001	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	2538	479	28	2566	2535	480	28	2563	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	2420	579	40	3039	2381	576	44	3001	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	4958	579	68	5605	4916	576	72	5564	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

Distribution:

In D. = In District

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

C. Bates

All Principals (2)

NESEDEC Correction 10/6/10 7th Sheet

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

Grade	YOG	Conant			Douglas			Gates			Total	McCarthy-Towne			Total	Merriam				Total	#Sec	Avg. Size			
		Rm	CAD	CB	CC	DAD	IDB	DC	GAD	GB		GC	2#	Case +		TAD	TB	TC	[3]2#				MAD	MB	MC
K-23		21	20	21	62	21	21	19	61	21	21	20	62	22	22	20	64	21	20	20	21	82	328	16	20.5
	Rm 3	4			1#	3	4	5	1#	7	3	8	1#	113	311	312	[2]2#	323	234	20	224	1#	6#		
Gr. 1-22		22	23	23	68	23	22	22	67	21	23	22	66	21	22	21	64	22	22	22	22	88	353	16	22.1
	Rm 5	7	8			6	7	8		5	6	10	1#	114	301	302	[1]	231		321	135	1#	2#		
Gr. 2-21		23	24	22	69	23	23	23	69	23	23	23	69	22	23	24	70		22	23	23	68	344	15	22.9
	Rm 9	10	17			9	10	11		7	9	17		212	213	314	[2]1#		222	233	332	1#	2#		
Gr. 3-20		24	22	23	69	22	23	24	69	23	24	24	71	24	23	23	70		22	23	22	67	346	15	23.1
	Rm 18	19	20			12	13	14		18	19	20	1#	115	210	310	[0]		330	331	230	4#	5#		
Gr. 4-19		25	25	25	75	25	25	25	75	25	26	25	76	25	24	24	73		25	25	25	75	374	15	24.9
	Rm 14	15	16			19	20	21	1#	14	15	16		221	303	313	[4]		223	335	235	3#	4#		
Gr. 5-18		24	24	23	71	25	24	25	74	24	25	24	73	25	24	25	74		24	24	24	72	364	15	24.3
	Rm 11	12	13			15	16	17		11	12	13		112	214	215		333	324	232	335	1#	1#		
Gr. 6-17		25	25	24	74	25	24	25	74	24	25	24	73	25	25	25	75	24	25	25	25	99	395	16	24.7
	Total Staff			1#										5#									28#		
Total Range		21 Sec. Average	23.2	488	21 Sec. Average	23.3	489	21 Sec. Average	23.3	490				[12]	Average	23.7	498	24 Sec. Average	23.0	551			2504	108	23.2
		20	25			19	25			20	26			19	25				20	25			19	26	

October 1, 2010
Column C Breakdown

<i>Grade</i>	<i>Staff Free</i>	<i>Choice</i>	<i>Tuition In</i>	<i>Sped Tuition</i>	<i>Total</i>
K	8	0	0	0	8
1	6	0	0	0	6
2	2	0	0	0	2
3	2	0	0	0	2
4	5	0	0	0	5
5	4	0	0	0	4
6	1	0	0	0	1
APS Total	28	0	0	0	28
Out District	0	0	0	0	0
Total	28	0	0	0	28
7	2	7	0	0	9
8	3	2	0	0	5
Sub Total	5	9	0	0	14
9	0	4	0	0	4
10	0	6	0	0	6
11	0	6	0	2	8
12	0	12	0	0	12
UG	0	0	0	0	0
Sub Total	0	28	0	2	30
Out District	0	0	0	0	0
Region Total	5	37	0	2	44
					0
Grand Total	33	37	0	2	72

Acton Public School and Blanchard School K-6

October 1, 2010

Grade	Acton	*Non - Residents Acton	Acton SchoolsTotal	Boxborough	*Non - Residents Boxborough	Boxborough SchoolsTotal
K	320	8	328	48	1	49
1	347	6	353	54	1	55
2	342	2	344	66	2	68
3	344	2	346	61	7	68
4	369	5	374	68	3	71
5	360	4	364	73	7	80
6	394	1	395	70	5	75
Ungraded	0	0	0	0	0	0
Post-Grads	0	0	0	0	0	0
Sped Out of District	13	0	13	4	0	4
Other	0	0	0	0	0	0
Total	2489	28	2517	444	26	470
Acton Enrollment	2489					
Boxborough Enrollment	444					
Total Acton /Boxborough	2933					
Acton %	84.86%					
Boxborough %	15.14%					
Total Percentage	100.00%					
Acton Preschool	46					
Boxborough Preschool	7					

*Non-Residents include Staff Children & School Choice

Acton-Boxborough Regional School District

October 1, 2010

Grade	Acton	Boxborough	*Non-Residents	Total
7	395	69	9	473
8	401	75	5	481
9	402	108	4	514
10	390	101	6	497
11	370	97	8	475
12	381	115	12	508
Ungraded	0	0	0	0
Post-Grads	0	0	0	0
Sped Out of District	42	11	0	53
Other	0	0	0	0
Total	2381	576	44	3001
Acton Enrollment	2381			
Boxborough Enrollment	576			
Total Acton /Boxborough	2957			
Acton %	80.52%			
Boxborough %	19.48%			
Total Percentage	100.00%			

*Non-Residents include: Choice, Staff Children and Sped Tuition-in

Three Year Comparison

Year -->	2008	2009	2010	Total of 3 Yrs	Avg. of 3 Yrs
Acton Enrollment	2336	2343	2381	7060	2353.33
Boxborough Enrollment	617	593	576	1786	595.33
Total	2953	2936	2957	8846	2948.67
Acton %	79.11%	79.80%	80.52%	239.43%	79.81%
Boxborough %	20.89%	20.20%	19.48%	60.57%	20.19%
Total	100.00%	100.00%	100.00%	300.00%	100.00%

NESDEC has been corrected.

October 1, 2010
Comparison of Enrollment Projections

	ALL STUDENTS*	NESDEC	ONLY A & A/B
<i>Levels</i>	<i>Actual</i>	<i>Projection</i>	<i>APS & A/B ACTUAL</i>
K	328	274	320
1	353	364	347
2	344	355	342
3	346	365	344
4	374	365	369
5	364	367	360
6	395	396	394
<i>A.P.S. Total</i>	2504	2486	2476
7	473	489	464
8	481	475	476
<i>J.H.S. Total</i>	954	964	940
9	514	501	510
10	497	499	491
11	475	467	467
12	508	497	496
<i>H.S. Total</i>	1994	1964	1964
<i>Reg. Total</i>	2948	2928	2904
<i>Grand Total</i>	5452	5414	5380

*Includes Choice, staff students and tuitioned in students

Count Comparison 2008-2010

Oct. 1, 2008					Oct. 1, 2009					Oct. 1, 2010					Difference Oct 1, 2010 (-) Oct 1, 2009				
Levels	A	B(1)	C	Tot	A	B(1)	C	Tot	A	B(1)	C	Tot	A	B(1)	C	Total			
K	301	60	3	304	334	46	6	340	320	49	8	328	-14	3	2	-12			
1	326	64	2	328	333	61	3	336	347	55	6	353	14	-6	3	17			
2	336	75	5	341	349	67	2	351	342	68	2	344	-7	1	0	-7			
3	349	78	2	351	358	69	5	363	344	68	2	346	-14	-1	-3	-17			
4	381	76	1	382	359	81	2	361	369	71	5	374	10	-10	3	13			
5	404	80	0	404	391	79	1	392	360	60	4	364	-31	-19	3	-28			
6	384	80	2	386	407	79	1	408	394	75	1	395	-13	-4	0	-13			
K-6 Ungr.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
In D.Pre-sch.	38	6	0	38	49	4	0	49	41	7	0	41	-8	3	0	-8			
O.D. Pre-sch.	8	0	0	8	9	4	0	9	5	3	0	5	-4	-1	0	-4			
O.D. SPED K-6	17	4	0	17	14	5	0	14	13	4	0	13	-1	-1	0	-1			
A.P.S. Total	2544	523	15	2559	2603	495	20	2623	2535	495	28	2563	-68	0	8	-60			
7	402	99	2	503	393	77	5	475	395	69	9	473	2	-8	4	-2			
8	407	93	0	500	402	100	2	504	401	75	5	481	-1	-25	3	-23			
J.H.S. Total	809	192	2	1003	795	177	7	979	796	144	14	954	1	-33	7	-25			
9	385	87	6	478	402	97	6	505	402	108	4	514	0	11	-2	9			
10	394	116	11	521	382	88	7	477	390	101	6	497	8	13	-1	20			
11	342	100	23	465	383	116	13	512	370	97	8	475	-13	-19	-5	-37			
12	362	106	27	495	337	101	21	459	381	115	12	508	44	14	-9	49			
9-12 Ungr.	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			
H.S. Total	1483	409	67	1959	1504	402	47	1953	1543	421	30	1994	39	19	-17	41			
Total JHS & HS	2292	601	69	2962	2299	579	54	2932	2339	565	44	2948	40	-14	-10	16			
O.D. SPED 7-12	44	16	0	60	44	14	0	58	42	11	0	53	-2	-3	0	-5			
Reg. Total	2336	617	69	3022	2343	593	54	2990	2381	576	44	3001	38	-17	-10	11			
A.P.S. Total	2544	523	15	2559	2603	495	20	2623	2535	495	28	2563	-68	0	8	-60			
Reg. Total	2336	617	69	3022	2343	593	54	2990	2381	576	44	3001	38	-17	-10	11			
Grand Total	4880	617	84	5581	4946	593	74	5613	4916	576	72	5564	-30	-17	-2	-49			

Enrollment by Race

October 1, 2010

School	Low Income	Asian/Pacific		African-		Caucasian		Hispanic		American Indian		Minority		Percent		Total
		Islander	American	American		American								Minority	Minority	
Conant	10	232	2	6		248		6		0		240		49.18%		488
Douglas	13	138	6	10		335		10		0		154		31.49%		489
Gates	11	170	5	1		313		1		1		177		36.12%		490
McCarthy-Towne	15	62	12	18		394		18		0		92		18.93%		486
Merriam	16	147	6	10		387		10		1		164		29.76%		551
Total	65	749	31	45		1677		45		2		827		33.03%		2504
% of Total APS	2.60%	29.91%	1.24%	1.80%		66.97%		1.80%		0.08%		33.03%				
JHS	30	221	8	26		696		26		3		258		27.04%		954
SHS	44	451	16	53		1474		53		0		520		26.08%		1994
Total	74	672	24	79		2170		79		3		778		26.39%		2948
% of Total A/B	2.51%	22.80%	0.81%	2.68%		73.61%		2.68%		0.10%		26.39%				
Grand Total	139	1421	55	124		3847		124		5		1605		29.44%		5452
% of Grand Total	2.55%	26.06%	1.01%	2.27%		70.56%		2.27%		0.09%		29.44%				

Minuteman School of Applied Arts and Sciences October 1, 2010

GRADE	10/93	10/94	10/95	10/96	10/97	10/98	10/99	10/00	10/01	10/02	10/03	10/04	10/05	10/06	10/07	10/08	10/09	10/10
9	2	2	7	4	7	7	8	12	8	9	12	6	11	3	8	7	2	7
10	9	2	4	4	4	11	8	10	8	6	11	11	8	11	4	6	9	2
11	10	9	1	4	3	3	7	11	9	6	7	9	9	10	10	2	7	9
12	7	11	9	2	3	2	3	8	8	13	6	6	9	9	9	9	1	5
PG ACTON	13	13	17	7	7	4	7	6	9	4	2	2	0	4	1	4	3	0
TOTAL	41	37	38	21	24	27	33	47	42	38	38	34	37	37	32	28	22	23
9	3	3	0	1	3	2	1	2	3	1	5	4	2	3	2	6	1	2
10	4	1	2	0	1	2	2	1	4	2	2	6	4	2	3	2	7	1
11	2	4	2	2	0	1	2	1	1	2	2	1	4	4	2	3	2	7
12	2	2	3	2	2	0	0	2	2	1	2	2	1	3	4	2	4	2
PG BOXBOROUGH	3	2	1	1	3	0	3	0	0	2	3	1	3	0	0	0	0	0
TOTAL	14	12	8	6	9	5	8	6	10	8	14	14	14	12	11	13	14	12
GRAND TOTAL	55	49	46	27	33	32	41	53	52	46	52	48	51	49	43	41	36	35

**MONTHLY REPORTING OF
ELL STUDENT POPULATION**

Acton Public Schools

October 1, 2010

Category	Total as of 9/1/2010	Additions	Subtractions	Total as of 10/1/2010
Conant	18	+7	0	25
Douglas	21	+1	0	22
McCarthy-Towne	15	+2	0	17
Merriam	24	+5	0	29
APS TOTAL	78	15	0	93

ACTON PUBLIC SCHOOLS AND ACTON-BOXBOROUGH REGIONAL SCHOOL DISTRICT

TEACHER TO TEACHER 2010-2011

Teaching can sometimes be an isolating experience and we've often talked about how great it would be if we could see our colleagues teach. Here's an opportunity to spend some time with our most valuable resource-your colleagues. "Teacher to Teacher" visits, a collaborative effort supported by Pupil Services, Personnel and Curriculum, will give us the opportunity to:

- Learn about us as teachers, about our students, and about instruction in our districts.
- Form new questions or insights related to teaching and learning.
- Gain insight into questions we've framed about our own teaching.
- Enhance our collective understanding of our practices.

Who's eligible for two half-day subs?

Classroom Teachers

Specialists (P.E., Music, Art, Health, Drama, Reading & Academic Support, Speech & Lang.)

Special Education Teachers and Therapists (PT and OT)

Guidance Counselors, School Psychologists, and Nurses

Librarians

ELL Teachers

Calendar/Deadlines

Session I: November 1st to February 16th to use the first half-day sub.

Session II: March 7th to May 27th to use the second half-day sub.

Oct. 11th: Let your principal know if you wish to either make use of a substitute for the first session AND/OR you would be willing to have another teacher visit you. Included with this handout is the protocol we'll be using for this first visit.

Oct. 12th: An email will go out in the FirstClass News Folder. Attached to it will be a list of teachers you can contact to visit, the protocol and a link to a Google Docs questionnaire. It will ask you:

1. Your name
2. The date you plan to use the half-day substitute
3. If you are using the substitute in the morning or afternoon
4. Where you'll be going

October 26th: Final Deadline to complete the questionnaire

Details

- Participation is optional.
- You make all arrangements for visiting the other teacher. If you decide to visit another district in the morning, please keep in mind that travel time must be included in the half-day substitute time.
- We have certain "blackout" dates due to concerns about adequate sub coverage or school events.
All: PD Day 11-2, the week leading up to Thanksgiving and our Holiday break
JH: Leadership Training 12-3, Parent Conferences 12-16, 12-21, 1-6, Math Teachers Mid-Years 1-18, 1-19, Blue and Gold Day 2-18
Elementary: Leadership Training 12-3, Thursdays & grade level meetings 12-14, 1-4, 1-11, 1-25
HS: Last Day of 1st Term 11-5, Leadership Training 12-3, End of 2nd Term 1-21, Math Teachers Review & Exams 1-19, 1-20, 1-24, 1-25, Science Teachers Review & Exam 1-24
- If too many people request the same day across the districts, we may need to contact you to change your visitation day. Substitute coverage will dictate your ability to go on any given day. The intent of the questionnaire is to provide our sub callers with monthly sub-coverage needs well in advance.
- If all goes well with Session I, we'll start gathering information for Session II mid to late January.

We know there will some bumps along the way but hope that this will be a positive learning and professional experience for all of us. Please don't hesitate to contact Deborah Bookis if you have questions or see potential logistical nightmares!



First Classroom Visits

Adapted by Paula Evans

The purpose of these first visits to each other's classrooms is to enhance our understanding of our own practice. Before beginning your classroom visits, think hard about a question that you have about teaching and learning. Is there a question that gnaws at you...that keeps you up at 3 AM...that you feel some passion about? It may be that after one or two visits, you may want to change your question. That's OK, too.

You should let the teacher you are visiting know what you are hoping to learn something about. At the same time, be clear that you are not expecting the teacher to craft his/her lesson around your particular interest. That's not the point. Assume that your question is broad and deep enough that any class will give you a window on some new learning.

So, you are visiting classes to gain insight into a question that you have framed related to your own teaching. You are not visiting to evaluate or give feedback to the teacher whom you visit. Do have at least a brief conversation with every teacher you visit after the class. What did you learn?

Please keep a journal or notebook with your notes and reflections from your visits. These reflections (though private) will serve us in our collective dialogue, and we will use our learning and these visits to shape our meetings and future peer observations together.

My question is:

Possible questions to guide your reflections in your journal:

- What evidence do I see in this classroom that might address my question [or portions of my question]?
- What particular content or strategies in the classroom are striking to me? Why?
- As I leave this class, what have I learned about myself as a teacher, about our students here at this school, or about teaching? What new questions or insights do I have?



Talking about Taxes: What is the Best Way to Pay for Services?

Representative Cory Atkins is pleased to welcome Representative Jay Kaufman to Concord to discuss how the state gathers revenue and to solicit ideas for how to make the tax system fairer and more efficient

Thursday, October 28, 2010

6:30 p.m. to 8:00 p.m.

**Concord Town House, Second Floor Hearing Room
22 Monument Square, Concord**

Representative Jay Kaufman is the House Chairman of the Joint Committee on Revenue. The Committee on Revenue is responsible for state tax policy as well as state laws relating to the local property tax. He represents most of Lexington and parts of Woburn and Arlington.

Representative Cory Atkins represents Concord and Carlisle as well as parts of Acton and Chelmsford. She is a former chair of the House Science and Technology Caucus, and she currently serves as Vice Chair of the House Committee on Rules.