

Acton Public School Committee Meeting

December 20, 2012

7:00 p.m.

at the R.J. Grey Junior High School Library

ACTON PUBLIC SCHOOL COMMITTEE MEETING

Library
R.J. Grey Junior High School

December 20, 2012
7:00 p.m. APS SC Meeting

AGENDA

1. CALL TO ORDER
2. CHAIRMAN'S INTRODUCTION – *Holiday Songs by Gates School Chorus*
3. STATEMENT OF WARRANT
4. APPROVAL OF MINUTES
 - 3.1 11/15/12 APS SC meeting
5. PUBLIC PARTICIPATION
6. SCHOOL COMMITTEE BUSINESS
 - 6.1 ALG Update – *Xuan Kong*
 - 6.1.1 Meeting of 12/13/12
 - 6.2 Board of Selectmen and FinCom Update – *Xuan Kong, Paul Murphy (oral)*
 - 6.3 Health Insurance Trust (HIT) Update on 12/20/12 meeting – *Kim McOsker (oral)*
 - 6.4 OPEB Task Force Update – *Dennis Bruce (oral)*
 - 6.5 APS FY14 Budget Overview – *Steve Mills, Don Aicardi*
 - 6.6 APS Review of Special Revenue Accounts – *Steve Mills, Don Aicardi*
 - 6.7 Regionalization Update – *Xuan Kong*
 - 6.7.1 Email from the public
 - 6.7.2 List of Upcoming Forums
 - 6.7.3 SC Chairs' Position Statement – Final
 - 6.8 Proposed 2013-2014 APS School Calendar – **VOTE** – *Steve Mills*
 - 6.8.1 Superintendent's memo & ABRSD 2013-2014 School Calendar (approved 12/6/12)
 - 6.8.2 Proposed Calendars C and D (start after Labor Day)
 - 6.8.3 Holiday Observances in MA, DESE
 - 6.9 Recommendation to Approve Gifts from the Friends of the Acton Libraries – **VOTE**
 - 6.10 Recommendation to Approve Grant from IBM to Merriam School – **VOTE** – *Steve Mills*
7. FOR YOUR INFORMATION
 - 7.1 Pupil Services
 - 7.1.1 ELL Student Population Report
 - 7.1.2 Preschool Enrollment Report
 - 7.1.3 On Team
 - 7.2 Monthly Enrollment (*addendum*)
 - 7.3 Implementing State Initiatives Response memo and letter
 - 7.4 ABUW Community Forum: Chris Herren, former Celtics Basketball player, talks candidly about the substance abuse problems which derailed his professional career. Sober since 2008, Herren is an inspirational speaker, especially reaching out to teens. Wednesday 1/9/13, 7:00 pm, ABRHS
 - 7.5 School Newsletters
 - Conant Crier: <http://conant.ab.mec.edu/pto/newsletter.html>
 - Douglas Digest: <http://douglas.ab.mec.edu>

Gates Gazette:	http://gatesschoolpto.org/gazette
McCarthy-Towne Bulletin:	http://www.mctptso.org/bulletin/
Merriam Comm News:	http://www.merriampto.org/Merriam
Acton Public School Preschool:	http://ab.mec.edu/Preschool/index.htm

NEXT MEETINGS:

- TUESDAY, January 8, 7:30 p.m. in the RJGJHS Library, ABRSC Meeting
- January 17, 7:00 p.m. in the RJGJHS Library, APSC Meeting
- SATURDAY, January 26, 9:00 am – 3:00 pm, in the RJGJHS Library, Joint SC Budget Meetings
- April 29, 7:00 p.m. Special Town Meetings in Acton and Boxborough regarding Regionalization

ADJOURN

ACTON PUBLIC SCHOOL COMMITTEE MEETING DRAFT MINUTES

Library
R.J. Grey Junior High School

November 15, 2012
7:00 p.m. APS SC Meeting

Members Present: Dennis Bruce, Mike Coppolino, Xuan Kong, Kim McOsker, Paul Murphy,
Deanne O'Sullivan
Members Absent: none
Others: Don Aicardi, Marie Altieri, Deborah Bookis, Liza Huber, Steve Mills, Beth Petr

Chairperson Kim McOsker called the Acton Public School Committee to order at 7:01 p.m.

STATEMENT OF WARRANT

APS warrant #201310 dated 11/13/12 in the amount of \$163,257.79 was signed by the Chairperson and circulated to the Committee for signatures.

APPROVAL OF MINUTES

The minutes of the 10/18/12 APS Meeting were approved as amended.

PUBLIC PARTICIPATION - none

EDUCATION REPORT

Lynne Newman, Principal of the Paul P. Gates School presented on "Measuring and Examining Student Growth". Referring to the District Strategic Goal #2 – Advancing Standards-based Learning, Mrs. Newman discussed:

- Objective #1: Essential content and learning expectations that are aligned to State Mathematics Standards will be clearly identified in each grade level, and will be clearly communicated to teachers, students, and parents.
- Objective #2: Common assessments, collaborative data analysis and specific student feedback will become a part of the instructional practice of all teachers.

She gave examples of formative and summative assessments as well as the many professional learning opportunities available this year. Slide 16 illustrated the significant growth results for current 6th graders on MCAS math. Dr. Mills noted a very valuable bar graph showing students measuring their own progress, similar to David Krane's presentation. Mrs. Newman commented that, "Kids take responsibility for their learning." When asked if progress was being made regarding student data being captured electronically, Mrs. Newman said that much more is being handled that way but it is still evolving. Director of Educational Technology, Amy Bisiewicz has been very helpful with this.

SCHOOL COMMITTEE BUSINESS

6.1 ALG Update

Kim McOsker reported that at the 11/8/12 meeting, she gave an update on the public outreach started by the Regionalization Subcommittee. (Xuan was traveling and Dr. Mills was at a conference.) There was some discussion about whether the projection for the Chapter 70 number was too high. Kim reported that Don has since received new information that is more in line with the Town's assessment. The key issues at ALG continued to be: use of reserves, OPEB and the split. Some firm decisions are expected to be made at the next ALG on 11/29/12. Kim told the School Committee that she and Xuan need to know members' opinion on the use of reserves. The current ALG model uses \$2 million of reserves and still leaves a deficit of over \$900,000.

6.2 Health Insurance Trust (HIT) Update

Kim reported that the audit for FY12 shows a reduction of \$500,000 to the balance of the trust which was purposeful. The balance is now at \$3 million with approximately \$15 million of expenses each year. It is still too early to see any consistent trends regarding the design changes and reports are only available up to September but it is expected to have through November at the 12/20/12 meeting. An increase is expected from the carriers which must be incorporated into the new rates. Rates will be determined in February but currently the Trust recommends for budgeting purposes increases of between 8 – 10%.

6.3 FY13 Status Report, 1st Quarter

Don Aicardi reported that the Acton Public School District ended the first quarter of FY13 with a \$127,583 projected year end fund balance. Future reports will be done in February and May. Of note is that \$125,000 in “anticipated vacancy factor” savings was applied to the Salaries/Teaching account before the school year began. As staff leaves, the District is trying to hire people at a maximum of 19 hours so health insurance costs are not incurred. When asked if this has any detrimental educational results, Dr. Mills said that his colleague from Lexington, Paul Ash, has used this strategy very effectively. If there is a compelling reason to hire a full time person, then that is considered. Don said that financially everything appears to be moving forward as expected. He and his financial analyst have built some tracking documents that will bear fruit after the second quarter.

6.4 APS Long Range Financial Model FY14 to FY18

Don Aicardi began his presentation by saying that this financial model, an “educated guess” on what may happen, is based on a historical review of spending going back to FY07. Using FY07 as the base, appropriated budgets have increased on average from FY08 to FY13 by 3.2% and Using FY10 as the base, appropriated budgets have increased on average from FY10 to FY13 by 1.0%. Every \$265,000 is about a 1% increase for APS. Don reviewed the 8 major assumptions and concluded that budgetary increases for level service alone will likely be well over 3% next year. The small increases of the last few years are no longer possible due to a combination of Chapter 70 revenue affected by declining enrollment, the non-availability of federal revenue, and already authorized spending commitments. There will be a double digit increase in the Health Insurance number due to it being artificially decreased last year. The next 3 or 4 years will prove to be very challenging financially. Don stressed the need to balance priorities according to the Long Range Strategic Plan. Don’s remarks assume no change in regionalization.

6.5 Regionalization Update

The Committee discussed the School Committee Chairs’ draft memo, also referred to as a position statement. This draft was approved by the Boxborough Public School Committee last week.

Of concern to some members is that the memo does not guarantee answers to many questions that people have about the proposed regionalization. Xuan Kong explained that many of these issues can only be answered by the future School Committee. The public was urged to carefully consider who the future School Committee members will be. Deanne O’Sullivan distributed a proposed change to item #1 of the memo regarding PTO funding for classroom assistants. She feels the wording of this item could decide some people’s vote on regionalization, if PTO funding is not permitted for assistants. Several members liked Deanne’s suggestion because it “preserves something that Acton schools have worked hard to allow”. Other members were comfortable with the Chairs’ language because they felt it “does not lock the issue in stone”.

Xuan appreciated the anxiety of the parent community but stated that PTO funding really has nothing to do with regionalization. Boxborough also raises PTSO funds and has put more money into technology for example. They choose to allocate their funding to a different line item than Acton schools.

Mike Coppolino asked about the level of assistants at Blanchard and if that would be worth looking at. Secondly, he reminded the Committee that over last couple of years, the Committee has been moving toward absorbing the cost of assistants to mitigate the expense to PTOs.

Paul Murphy emphasized that the basic issue is to allow the schools to maintain their unique characteristics, and that is how the assistant funding issue came up a few years ago. He felt that conveying

the message that the unique characteristics of all the schools are valued is what is important. Xuan said that currently the Acton Public Schools are under one policy. For FY12, each school has 4.5 FTE classroom assistants funded through the appropriated budgets. At same time, some schools have an additional 4.5 and up to 10 FTE that are funded through the non appropriated budget. A consistent policy is in place and the future School Committee will still ultimately control that policy by their votes. He noted that the Blanchard School funds 6 FTE classroom assistants through their budget.

Deanne reiterated that she wants to get the focus on Regionalization and off of PTO funding. Parents need to be relieved of their concerns that the intent of the memo is to decide about funding.

Xuan Kong moved, Dennis Bruce seconded and it was

VOTED: to approve the draft Chairs' memo regarding Regionalization, as proposed.

(YES: Bruce, Coppolino, Kong, McOsker, Murphy NO: O'Sullivan)

Xuan talked about the upcoming forums and the emphasis on public outreach. Town Meetings in Acton and Boxborough are now set for April 29, 2013 at 7:00 p.m.

FOR YOUR INFORMATION

7.1 Pupil Services

Dr. Mills thanked Liza Huber for the new Preschool Enrollment Report, including background information on the Acton Integrated Preschool. It does not look like the Administration will have to ask School Committee for any additional programming. Trends are such that the current level of programming and staff should be appropriate through the end of the school year. When asked what would happen if additional students arrive unexpectedly again, Liza stated that it is not likely but the staff would realign resources as necessary. She stated that last year staff had a sense that a problem was coming, in the form of a large group of new students, but not this year.

Xuan stressed the importance of this visibility and thanked Liza and her staff for the report. Dennis Bruce is concerned about having a back up "Plan B" if large numbers of students arrive unexpectedly needing preschool services. Liza described her weekly staff meetings where every aspect of services are covered. She said that "Plan B is always in process." Dr. Mills agreed that a back up plan would be in place if needed.

NEXT MEETINGS: December 6, 7:30 p.m. in the RJGJHS Library, ABRSC Meeting
December 20, 7:00 p.m. in the RJGJHS Library, APSC Meeting
April 29, 7:00 p.m. Special Town Meetings in Acton and Boxborough regarding
preK-12 Regionalization

The meeting was adjourned at 8:47 p.m.

Respectfully submitted,
Beth Petr

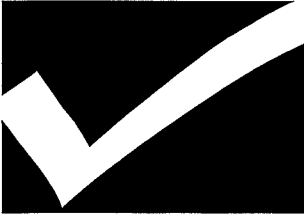
List of Documents Used: see agenda, proposed revision to School Committee Chair's memo from Deanne O'Sullivan dated 11/15/12

TO: Kim McOsker, Chairperson of the Acton Public School Committee
FROM: Michael Coppelino
DATE: 12/18/12
RE: Motion for Consideration

I would like to propose the following motion for consideration at the 12/20/12 Acton Public School Committee meeting:

"Motion for the Acton Public School Committee to draft a letter that will be sent to our State and U.S. Senators and Representatives, as well as MASC (Massachusetts Association of School Committees), EDCO Collaborative, CASE (Concord Area Special Education) Collaborative and all other bodies which may be of influence, encouraging all parties to support any pending legislation or draft a new bill, demanding the immediate cessation of the sale of all assault weapons, through gun shops, gun shows or any other outlets."

Thank you.



Acton Leadership Group Meeting

December 13, 2012

5:00PM

Town Hall, Faulkner Hearing Room 204

Bart Wendell Facilitating

----- Agenda Topics -----

			<u>Comments</u>
1. Approve Minutes of November 29, 2012	General Discussion		
2. Update of FY13 Revenues and Expenses	Steve Mills Steve Ledoux		
3. Review of Updated ALG Spreadsheet	Don Aicardi Steve Barrett		
4. Discussion on Impact of 9C Cuts	ALL		
5. Update on Regionalization	Xuan Kong		
6. Update on OPEB Working Group	Don Aicardi Steve Barrett		
7. Public Comment			
8. Next Meeting – January 10, 2012 at 5:00 p.m.			

Town of Acton Multi-Year Financial Model

Prepared for Annual Town Meeting by Board of Selectmen, School Committee and Finance Committee

12/14/2012

Town of Acton Revenues		FY12 Recap	FY13	FY14	FY15	FY16
A. Revenues (GROSS)						
Tax Levy (excluding debt exclusion)		\$63,767	\$66,398	\$68,499	\$70,653	\$72,860
State Aid		\$12,089	\$12,684	\$12,485	\$13,109	\$13,764
EdJobs (Acton share of APS & ABRSD for school use in FY13)		\$0	\$0	\$0	\$0	\$0
Local Receipts		\$3,906	\$4,018	\$3,821	\$3,916	\$4,014
Debt Exclusion		\$3,073	\$3,051	\$2,962	\$2,936	\$2,907
SBAB Reimbursement		\$1,009	\$1,009	\$1,009	\$1,009	\$1,009
Total Revenues (including debt)		\$83,845	\$87,160	\$88,775	\$91,623	\$94,555
B. Debt Exclusion Debt Service						
APS School Debt Exclusion		\$611	\$615	\$614	\$616	\$617
Public Safety Facility Debt Exclusion		\$483	\$473	\$462	\$451	\$434
Municipal Debt Exclusion		\$378	\$343	\$244	\$230	\$222
JHS/SHS Debt Exclusion		\$1,601	\$1,620	\$1,642	\$1,639	\$1,633
SBAB Reimbursement-Parker/Damon		\$1,009	\$1,009	\$1,009	\$1,009	\$1,009
Total Debt Exclusion/SBAB		\$4,082	\$4,060	\$3,971	\$3,945	\$3,916
C. Available Town Revenues (NET) (A - B)		\$79,763	\$83,100	\$84,804	\$87,678	\$90,639
Town of Acton Expenditures						
Town of Acton Municipal Budget						
Nursing Enterprise Fund Tax Subsidy		\$0	\$200	\$200	\$200	\$200
Transportation Enterprise Fund Tax Subsidy		\$75	\$206	\$206	\$206	\$206
+ Transfer to Acton Municipal for APS Debt		\$309	\$203	\$198	\$132	\$100
+ Transfer to Acton Municipal for COPS		\$72	\$0	\$0	\$0	\$0
Total Municipal Allocation		\$25,517	\$26,568	\$27,862	\$29,159	\$30,557
Percentage change year-to-year		1.81%	4.12%	4.87%	4.66%	4.80%
Acton Public Schools Allocation						
- Transfer to Acton Municipal for APS Debt		(\$309)	(\$203)	(\$198)	(\$132)	(\$100)
- Transfer to Acton Municipal for COPS		(\$72)	\$0	\$0	\$0	\$0
Total APS Allocation		\$26,114	\$26,562	\$27,890	\$29,285	\$30,749
Percentage change year-to-year		0.79%	1.72%	5.00%	5.00%	5.00%
Town of Acton Portion of ABRSD Allocation						
		\$29,207	\$29,871	\$31,059	\$32,271	\$33,544
Percentage change year-to-year		1.24%	2.27%	3.98%	3.90%	3.94%
Total Minuteman Allocation						
Annual Minuteman Allocation		\$777	\$826	\$838	\$876	\$915
Acton Share of Trade Hall Remediation Project			\$802			
			\$24			
Percentage change year-to-year		27.80%	6.33%	1.43%	4.50%	4.50%
Other Post Employment Benefits (OPEB) Trust Contribution						
Town of Acton		\$0	\$500	\$800	\$900	\$900
Town of Acton Portion of ABRSD OPEB Contribution			\$310	\$494	\$559	\$559
			\$190	\$306	\$341	\$341
Percentage change year-to-year				59.88%	12.50%	0.00%
Health Insurance Design Changes (TBD) (Acton Mun & APS & ABRSD)						
			\$0	\$0	(\$1,040)	(\$1,040)
D. Town of Acton Expenditures (NET)		\$81,615	\$84,328	\$88,448	\$91,450	\$95,625
E. Subtotal Town of Acton Projected Balance		(\$1,852)	(\$1,228)	(\$3,644)	(\$3,772)	(\$4,986)
F. Appropriation of Reserves (TOTAL)		\$1,853	\$1,606	\$2,065	\$2,052	\$2,006
G. Total Town of Acton Projected Balance		\$0	\$378	(\$1,579)	(\$1,720)	(\$2,980)
Town of Acton - Tax Impact		FY12	FY13	FY14	FY15	FY16
Existing Valuation ('000s)		\$3,641,550	\$3,641,550	\$3,664,461	\$3,686,678	\$0
New Growth value ('000s)		\$0	\$22,911	\$22,217	\$21,728	\$0
Total Valuation ('000s)		\$3,641,550	\$3,664,461	\$3,686,678	\$3,708,407	\$0
Tax Rate		\$18.55	\$19.13	\$19.56	\$20.02	\$0.00
SF Value		\$500,492	\$500,492	\$500,492	\$500,492	\$0
SF Tax Bill		\$9,284	\$9,574	\$9,790	\$10,019	\$0
% Change		2.61%	3.12%	2.25%	2.35%	0.00%
\$ Change		\$236.27	\$289.93	\$215.48	\$229.85	\$0.00

12/14/12 10:40 AM

Summary

Location of Change (Sheet)	Subject Title	Amount	Explanation of why assumption changed	Date of Change	Proposor
Front Page Roll Up Front Page Roll Up	Health Insurance Design Changes (TBD) Reduction-Removed Town of Acton Portion of ABRSD OPEB Contribution	\$952 (\$267)	Assumption of Reduction Technical Correction-Now Correctly Subtracts Acton Portion of ABRSD OPEB	2-Nov-12 2-Nov-12	Don Aicardi Don Aicardi
		<u>\$685</u>			
Revenues-State Aid	Acton Public Schools-FY14 Chapter 70 estimate	\$519	Received new information on inflation factor from Roger Hatch from DESE on November 9, 2012; per ALG request updated FY14 estimate	9-Nov-12	Don Aicardi
Revenues-State Aid	Charter School Sending Tuition	\$30 <u>\$1,234</u>	Reconciliation to current DRAFT Table 6 for FY14 ABRSD Budget	20-Nov-12	Don Aicardi
Town of Acton Portion of ABRSD Allocation Other Post Employment Benefits (OPEB) Trust Contribution	FY14 Budget FY14 Budget	(\$32) \$100	To Reflect upcoming recommendation of OPEB Task Force To Reflect upcoming recommendation of OPEB Task Force	11-Dec-12 11-Dec-12	Don Aicardi Don Aicardi

Revenues Increase/(Decrease) since last meeting? \$68

Location of Change (Sheet) Subject Title Amount Explanation of why assumption changed Date of Change Proposor

2/16/2012 Meeting \$0

Revenues**Tax Levy**

	FY12 Recap	FY13	FY14	FY15	FY16
Base	\$ 63,020	\$ 64,998	\$ 67,048	\$ 69,149	\$ 71,303
Unused Levy Capacity	\$ (615)				
2 1/2%	\$ 1,576	\$ 1,625	\$ 1,676	\$ 1,729	\$ 1,783
New Growth	\$ 402	\$ 425	\$ 425	\$ 425	\$ 425
Prior Year Overlay Deficit Overlay	\$ (616)	\$ (650)	\$ (650)	\$ (650)	\$ (650)
Total Tax Levy (excluding debt exclusion)	\$ 63,767	\$ 66,398	\$ 68,499	\$ 70,653	\$ 72,860
Debt Exclusion	\$ 3,073	\$ 3,051	\$ 2,962	\$ 2,936	\$ 2,907
Total Tax Levy (including debt exclusion)	\$ 66,840	\$ 69,449	\$ 71,461	\$ 73,589	\$ 75,767

Tax Impact

	FY12 Recap	FY13	FY14	FY15	FY16
Existing Valuation ('000s)	\$ 3,641,550	\$ 3,641,550	\$ 3,664,461	\$ 3,686,678	\$ 3,708,407
New Growth value ('000s)	\$ -	\$ 22,911	\$ 22,217	\$ 21,728	\$ 21,230
Total Valuation ('000s)	\$ 3,641,550	\$ 3,664,461	\$ 3,686,678	\$ 3,708,407	\$ 3,729,636
Tax Rate	\$ 18.55	\$ 19.13	\$ 19.56	\$ 20.02	\$ 20.49
		3.12%	2.25%	2.35%	2.35%
SF Value	\$ 500,492	\$ 500,492	\$ 500,492	\$ 500,492	\$ 500,492
SF Tax Bill	\$ 9,284	\$ 9,574	\$ 9,790	\$ 10,019	\$ 10,255
% Change	2.61%	3.12%	2.25%	2.35%	2.35%
\$ Change	\$ 236	\$ 290	\$ 215	\$ 230	\$ 235

Debt Exclusion & SBAB Income

	FY11 Recap	FY12 Recap	FY13	FY14	FY15	FY16
Debt on APS	\$619	\$611	\$615	\$614	\$616	\$617
Debt on JHS/SHS	\$1,593	\$1,601	\$1,620	\$1,642	\$1,639	\$1,633
Municipal Debt Incurred	\$394	\$378	\$343	\$244	\$230	\$222
Debt on PSF	\$492	\$483	\$473	\$462	\$451	\$434
Total Debt Exclusions	\$3,098	\$3,073	\$3,051	\$2,962	\$2,936	\$2,907
SBAB Reimbursement - Parker Damon	\$1,009	\$1,009	\$1,009	\$1,009	\$1,009	\$1,009
Total Debt Exclusions + SBAB Reimb	\$4,107	\$4,082	\$4,060	\$3,971	\$3,945	\$3,916

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Other Post Employment Benefits (OPEB) Trust Contribution

Town of Acton

Town of Acton Portion of ABRSD Contribution

Total OPEB Trust Contributions

FY13	FY14	FY15	FY16
\$310	\$494	\$559	\$559
\$190	\$306	\$341	\$341
\$500	\$800	\$900	\$900

Revenues	FY11 Recap	FY12 Recap	FY13	FY14	FY15	FY16
State Aid						
Cherry Sheet	\$ 6,261	\$ 6,190	\$ 6,583	\$ 6,474	\$ 6,798	\$ 7,138
Regional Revenue (Acton Share)	\$ 5,749	\$ 5,900	\$ 6,101	\$ 6,010	\$ 6,311	\$ 6,626
Total State Aid	\$ 12,010	\$ 12,089	\$ 12,684	\$ 12,485	\$ 13,109	\$ 13,764

	FY09 Cherry Sheet	FY10 Cherry Sheet	FY11 Cherry Sheet	FY12 Cherry Sheet	FY13 Cherry Sheet	FY14 Cherry Sheet FINAL	FY14 Estimate	Variance-FY13 Final vs. FY14 Estimate
Acton								
Chapter 70	\$5,228,141	\$5,123,578	\$5,160,527	\$5,188,231	\$5,537,500	\$5,537,500	\$5,428,735	-2%
SFSF Stimulus	\$0	\$357,131	\$0	\$0	\$0	\$0	\$0	
Subtotal Ed Aid	\$5,228,141	\$5,480,709	\$5,160,527	\$5,188,231	\$5,537,500	\$5,537,500	\$5,428,735	(\$108,765)
Charter Tuition Reimbursements	\$11,331	\$5,967	\$3,880	\$9	\$9,145	\$9,145	\$9,145	
School Lunch	\$12,013	\$12,013	\$9,996	\$11,212	\$10,872	\$10,872	\$10,872	
Lottery, Beano & Charity Games	\$1,484,039	\$0	\$0	\$0	\$0	\$0	\$0	
General Fund Supplemental to Hold Harmless Lottery	\$227,222	\$0	\$0	\$0	\$0	\$0	\$0	
Additional Assistance	\$29,696	\$0	\$0	\$0	\$0	\$0	\$0	
Unrestricted General Government Aid	\$0	\$1,232,453	\$1,183,155	\$1,097,608	\$1,183,155	\$1,183,155	\$1,183,155	
Unrestricted General Government Aid-Supplemental	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Police Career Incentive	\$118,000	\$18,748	\$9,245	\$0	\$0	\$0	\$0	
Veterans Benefits	\$8,286	\$20,782	\$35,498	\$42,560	\$43,479	\$43,479	\$43,479	
Exemptions: Vets, Blind, Surviving Spouses & Elderly	\$38,932	\$37,687	\$38,099	\$36,566	\$37,264	\$37,264	\$37,264	
State Owned Land	\$62,997	\$56,732	\$51,904	\$53,760	\$53,777	\$53,777	\$53,777	
Public Libraries	\$33,363	\$25,937	\$25,729	\$25,780	\$26,691	\$26,691	\$26,691	
Subtotal-Other	\$2,025,879	\$1,410,339	\$1,357,506	\$1,267,495	\$1,364,383	\$1,364,383	\$1,364,383	\$0
Mosquito Control Projects	(\$52,897)	(\$53,264)	(\$52,842)	(\$54,053)	(\$57,881)	(\$57,881)	(\$57,881)	
Air Pollution Districts	(\$6,571)	(\$6,601)	(\$6,749)	(\$7,048)	(\$7,354)	(\$7,354)	(\$7,354)	
Metropolitan Area Planning Council	(\$6,034)	(\$6,159)	(\$6,270)	(\$6,461)	(\$6,907)	(\$6,907)	(\$6,907)	
RMV Non-Renewal Surcharge	(\$8,820)	(\$9,740)	(\$8,860)	(\$14,520)	(\$8,100)	(\$8,100)	(\$8,100)	
MBTA	(\$107,610)	(\$108,703)	(\$107,508)	(\$107,395)	(\$73,959)	(\$73,959)	(\$73,959)	
Regional Transit	(\$22,908)	(\$23,481)	(\$24,068)	(\$24,670)	(\$68,565)	(\$68,565)	(\$68,565)	
Special Education	\$0	(\$1,056)	\$0	\$0	\$0	\$0	\$0	
School Choice Sending Tuition	(\$15,000)	(\$7,650)	(\$15,000)	(\$15,000)	(\$58,460)	(\$58,460)	(\$58,460)	\$0
Subtotal-Less Assessments	(\$219,840)	(\$225,654)	(\$221,297)	(\$229,147)	(\$281,226)	(\$281,226)	(\$281,226)	\$0
Library and School Lunch Direct Aid (Cherry Sheet Offsets)			(\$35,725)	(\$36,992)	(\$37,563)	(\$37,563)	(\$37,563)	\$0
Net Cherry Sheet-Town of Acton	\$7,034,180	\$6,665,394	\$6,261,011	\$6,189,587	\$6,583,094	\$6,474,329	\$6,474,329	(\$108,765)
Acton-Boxborough								
Chapter 70	\$5,413,736	\$5,305,461	\$5,492,159	\$5,622,000	\$5,747,029	\$5,747,029	\$5,687,509	(\$59,520)
Regional School Transportation	\$622,353	\$488,864	\$479,959	\$527,151	\$613,339	\$613,339	\$613,635	\$296
Charter Tuition Reimbursements	\$113,901	\$63,297	\$87,963	\$34,945	\$87,556	\$87,556	\$88,576	\$1,020
Charter School Sending Tuition	(\$323,937)	(\$281,507)	(\$311,279)	(\$284,542)	(\$347,077)	(\$347,077)	(\$379,423)	(\$32,346)
School Choice Sending Tuition								
Net Cherry Sheet-Acton Portion of Acton/Boxborough	\$5,821,053	\$5,576,115	\$5,748,802	\$5,899,554	\$6,100,847	\$6,100,847	\$6,010,298	(\$90,549)
								\$28,301

Percentage of Acton Portion
81.61%
83.20%
81.61%
81.61%

7 of 10

	FY11 Recap	FY12 Recap	FY13	FY14	FY15	FY16
Revenues						
Local Receipts						
Excise Taxes	\$ 2,515	\$ 2,600	\$ 2,620	\$ 2,600	\$ 2,665	\$ 2,732
Fees	\$ 999	\$ 1,101	\$ 1,228	\$ 1,101	\$ 1,128	\$ 1,157
Miscellaneous Non-Recurring	\$ 84	\$ 86	\$ -	\$ -	\$ -	\$ -
Investment Income	\$ 190	\$ 120	\$ 170	\$ 120	\$ 123	\$ 126
Total Local Receipts	\$ 3,788	\$ 3,906	\$ 4,018	\$ 3,821	\$ 3,916	\$ 4,014

	FY08 Recap	FY09 Recap	FY10 Recap	FY11 Recap	FY12 Recap
Motor Vehicle Excise	\$2,690,300	\$2,865,000	\$2,514,503	\$2,514,503	\$2,600,000
Penalties and Interest on Taxes and Excises	\$140,200	\$180,000	\$148,573	\$148,573	\$106,500
Payments In Lieu of Taxes	\$11,500	\$11,500	\$11,934	\$11,934	\$11,800
Other Charges For Services	\$115,800	\$125,000	\$23,779	\$23,779	\$19,800
Fees	\$338,100	\$360,000	\$0	\$0	\$0
Misc	\$0	\$0	\$37,050	\$0	\$0
Other Departmental Revenue	\$93,100	\$135,000	\$765,587	\$667,872	\$900,600
Licenses and Permits	\$177,700	\$200,000	\$146,812	\$146,812	\$62,100
Fines and Forfeits	\$127,600	\$160,000	\$146,812	\$146,812	\$62,100
Fees	\$1,004,000	\$1,171,500	\$1,133,735	\$998,971	\$1,100,800
Investment Income	\$723,700	\$360,750	\$190,210	\$190,210	\$120,000
Miscellaneous Non-Recurring	\$0	\$0	\$0	\$83,919	\$85,547
Local Receipts-TOTAL	\$4,418,000	\$4,397,250	\$3,838,448	\$3,787,603	\$3,906,347

FY13 Projected	FY14 Projected
\$2,620,000	\$2,600,000
\$148,573	\$106,500
\$14,000	\$11,800
\$19,779	\$19,779
\$0	\$0
\$0	\$0
\$899,080	\$900,600
\$146,812	\$62,100
\$1,228,243	\$1,100,779
\$170,000	\$120,000
\$0	\$0
\$4,018,243	\$3,820,779

A. Beginning Reserve Position

Certified Free Cash From Last Fully Completed Fiscal Year
 Free Cash Voted Oct. 12, 2011 STM Vote
 Free Cash Voted Oct. 25, 2011 STM Vote
 Free Cash Voted Nov. 30, 2011 STM Vote
 Free Cash Voted April, 2012: Article 10 Transportation ATM Vote
 Free Cash Voted April, 2012: Article 10 Nursing ATM Vote
 Free Cash Voted April, 2012: Article 16 AFSCME Mediation Settlement ATM Vote
 Free Cash Voted April, 2012: Article 17 AFSCME Mediation Settlement ATM Vote

Subtotal Certified Free Cash

NESWC Available Balance
 Acton Portion of Certified E&D from Last Fully Completed Fiscal Year
Total- Beginning Reserve Position

B. Actual Annual Use Of Reserves Used In Budget

Certified Free Cash
 NESWC
 Acton Portion of Certified E&D

Total- Actual Annual Use of Reserves Used In Budget

Annual Percentage Of Reserves Used to Support Annual Budget?

C. Assumption of Reserve Replenishment Generated In Prior Fiscal Year

Townwide Fiscal Year Turnbacks & Excess Revenues
 Town Savings from Reducing Acton Portion for ABRSD By Close of FY12 (5% Cap)
 FY12 Tax Title Principal & Interest
 Unused Warrant Articles, Land Titles
 NESWC
 Anticipation of Returning Acton Portion of ABRSD E & D By Close of FY12 (over 5% Cap)
 ABRSD Fiscal Year Turnbacks-Acton Portion

Total- Assumption of Reserve Replenishment

D. Year End Available Balance (A Minus B Plus C)

Free Cash
 NESWC
 DOR Certified E&D Available Balance-Acton Portion
Total-Year End Available Balance

Projected Year End Available Balance As A Percentage of Annual Budget?

	For FY12 Use (thru June 30, 2010 close)	For FY13 Use (generated thru FY11 close)	For FY14 Use Estimated	For FY15 Use Estimated	For FY16 Use Estimated
	\$4,650	\$5,933	\$7,080	\$6,418	\$5,756
	(\$257)	\$0	\$0	\$0	\$0
	(\$170)	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0
	\$0	(\$40)	\$0	\$0	\$0
	\$0	(\$100)	\$0	\$0	\$0
	\$0	(\$145)	\$0	\$0	\$0
	\$0	(\$28)	\$0	\$0	\$0
Subtotal Certified Free Cash	\$4,224	\$5,620	\$7,080	\$6,418	\$5,756
	\$2,435	\$1,859	\$1,529	\$1,004	\$479
	\$1,366	\$1,489	\$1,538	\$1,209	\$894
Total- Beginning Reserve Position	\$8,025	\$8,969	\$10,147	\$8,632	\$7,130

	FY12 Budget-FINAL	FY13	FY14 Estimated	FY15 Estimated	FY16 Estimated
	\$1,000	\$488	\$912	\$912	\$912
	\$576	\$391	\$525	\$525	\$479
	\$277	\$419	\$628	\$615	\$615
Total- Actual Annual Use of Reserves Used In Budget	\$1,853	\$1,298	\$2,065	\$2,052	\$2,006
Annual Percentage Of Reserves Used to Support Annual Budget?	2.27%	1.54%	2.34%	2.24%	2.10%

	(thru June 30, 2011 close)	(thru June 30, 2012 close)	(thru June 30, 2013 close)	(thru June 30, 2014 close)	(thru June 30, 2015 close)
	\$2,709	\$1,348	\$250	\$250	\$250
	\$0	\$250	\$0	\$0	\$0
	\$0	\$600	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0
	\$0	\$61	\$0	\$0	\$0
	(\$253)	\$0	\$0	\$0	\$0
	\$672	\$217	\$300	\$300	\$300
Total- Assumption of Reserve Replenishment	\$3,128	\$2,476	\$550	\$550	\$550
		\$1,178	1038		

	Thru Close of FY11; (Available for FY13)	Thru Close of FY12; (Available for FY14)	Thru Close of FY13; (Available for FY15)	Thru Close of FY14; (Available for FY16)	Thru Close of FY15; (Available for FY17)
	\$5,933	\$7,080	\$6,418	\$5,756	\$5,094
	\$1,859	\$1,529	\$1,004	\$479	\$0
	\$1,507	\$1,538	\$1,209	\$894	\$579
Total-Year End Available Balance	\$9,300	\$10,147	\$8,632	\$7,130	\$5,674
Projected Year End Available Balance As A Percentage of Annual Budget?	11.39%	12.03%	9.76%	7.80%	5.93%

Summary of Municipal Allocation

	FY12 FINAL	FY13 BUDGET	FY14 IN PROGRESS	Variance	% Change
--	---------------	----------------	---------------------	----------	-------------

Municipal Budget
STM Votes
SBAB
APS Debt
Municipal Debt
PSF Debt
Nursing Enterprise Tax Subsidy
Transportation Enterprise Tax Subsidy
APS Debt Transfer in
Town of Acton OPEB
COPS in School Transfer in
Total Operating Budget

	\$25,061 \$0	\$25,959 \$0	\$27,257 \$0		
	\$1,009	\$1,009	\$1,009		
	\$611	\$615	\$614		
	\$378	\$343	\$244		
	\$483	\$473	\$462		
	\$0	\$200	\$200		
	\$75	\$206	\$206		
	\$309	\$203	\$198		
	\$0	\$310	\$494		
	\$72	\$0	\$0		
	\$27,998	\$29,317	\$30,685	\$1,367	4.7%

Breakout of APS Allocation

Operating Budget
Less APS Debt Transfers out
Less COPS in School Transfers out
Net Operating Budget

	\$26,495 (\$309) (\$72)	\$26,765 (\$203) \$0	\$28,088 (\$198) \$0		
	\$26,114	\$26,562	\$27,890	\$1,328	5.0%

Breakout of ABRSD Allocation

Operating Budget
Operating Budget-OPEB
Debt
Total Budget
Less Regional Revenue
Less E&D
Net Operating Budget

	\$29,207 \$1,601 \$30,808 (\$5,805) (\$277)	\$30,061 \$1,620 \$31,681 (\$5,867) (\$621)	\$31,059 \$306 \$33,007 (\$6,011) (\$628)		
	\$24,726	\$25,193	\$26,368	\$1,175	4.7%

ABRSD:
Go To Table Six, Acton
column, for Gross Expenses
THEN SUBTRACT Outside
the Debt Limit expenses

Breakout of Minuteman Allocation

Operating Budget
Capital & Subsidy
Total Operating Budget

	\$777 \$0	\$802 \$24	\$838 \$0		
	\$777	\$826	\$838	\$12	1.4%

Allocation of Revenues

Municipal
Schools

	FY12 FINAL	FY13 BUDGET	FY14 IN PROGRESS
	35.2%	35.8%	35.8%
	64.8%	64.2%	64.2%
	100.0%	100.0%	100.0%

Check of Totals

Budget Expenses (from numbers on this page linked to ALG page)

	\$79,615	\$81,899	\$85,781
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ALG Total Revenues

Less Regional Revenues Used To Support Budget

Less E&D Used To Support Budget

ALG Spending Supported By Reserve Use

	\$83,845 (\$5,805) (\$277) \$1,853	\$87,160 (\$5,867) (\$621) \$1,606	\$88,775 (\$6,011) (\$628) \$2,065 \$84,201
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Difference

	\$0	\$378	(\$1,579)
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DOUBLECHECK TO FRONT

	\$378	(\$1,579)
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ALG Minutes December 13, 2012

Present: Bart Wendell, facilitator; Doug Tindal, Mary Ann Ashton, FC; Janet Adachi, BoS; Xuan Kong, SC; Steve Ledoux, Steve Mills, Steve Barrett and Don Aicardi, staff. Absent: Pam Harting Barrat, BoS & Kim McOsker, SC. Audience: Pat Clifford, FC; Charlie Kadlec & Dick Calandrella.

1. Minutes were accepted
2. Update of FY 13 Revenues

Steve L: the 9c cuts [being made by the Governor] mean a 1% cut in lottery monies which is \$12-\$13k less for Acton. The issue is whether the cuts will roll into FY 14.

Steve M: I agree it's not a big cut; there is a \$1M cut in regional transportation out of a \$40M budget state-wide.

3. Spreadsheet (members & public were pleased with the "geriatric version" of the front page)

Steve B: "The print may be bigger, but not the numbers" Steve related the "progress" of the spreadsheet when it started with a \$220k deficit but then they rolled in the HIT money \$952k, a \$267 ABRSD OPEB correction, reduced state aid \$519k less from Charter school and raised OPEB from \$700k to \$800k leaving the FY 14 column with a \$1.579M deficit

Steve L: by the January meeting we will have our budget request---more solid numbers

Don: once the town & schools budgets numbers are known we will add them to the sheet

Bart: Any questions?

Mary Ann: Our next meeting is Jan 10th. The schools will have their numbers on the 8th, also preliminary assessment for Minuteman ---will you be able to do all of this by the 10th?

Don: yes

4. Impacts of 9c cuts

Steve L: it's way too early to assess the ramifications. We have to see if there is a carry over into the FY 14 budget. The Governor's budget is due the end of January, we should have a better idea then.

Mary Ann: there was a consensus at the revenue hearing at the State House this week. We should pull back on revenue projections for FY 14. We should look at things like regional transportation and the circuit breaker.

Don: we get regional transportation money twice a year and circuit breaker four times---it's hard to tell --we have heard from the state to be cautious on the circuit breaker. Sometimes in the 4th quarter we get "extraordinary relief" we have been cautioned not to expect this. We have been building [the budget] on a 64% rather than a 70% In FY 12 regional transportation was boosted from 65% to 70%.

There is state law that they cannot cut regional transportation higher than 2% of Ch. 70. We have lowered the number from the 70% high to 65% and will see what happens in Jan. The 9c cuts did not affect Ch.70.

5. Update on Regionalization

Xuan: we are continuing with the public outreach & met with the FC. There were questions about the savings on administration personnel---since it was calculated over a year ago and was \$150k. Adjustments were made by the superintendents and now the savings will be \$350k. Everything else stays the same although we are nervous about regional transportation. But we think the state law about cuts being no greater than 2% of Ch.70 will help.

S. Mills: we got a DESE grant for \$28k to cover the special town meeting costs to vote on the regionalization agreement. It will also help cover legal and financial counsel.

Doug: the FC has some follow-up questions after our Tuesday meeting---we were discussing the feasibility and have concluded that there are areas that need more clarity. We need to ask these questions—to whom do I send the letter? It's as much about policy as it is numbers.

He was instructed to send his letter to the sitting school committee.

6. OPEB

Steve B: We have made some draft recommendations that moves OPEB up from \$700k to \$800k. There are several scenarios including one for borrowing. The state will come out with their report on Dec. 20th & we will find the rules for cities and towns as to how they are to treat new hires and changes in their health insurance. We have a good working group & I feel that Acton is far ahead since many cities & towns have done nothing.

On a managerial policy for new hires we are considering an OPEB surcharge in the operating budget. We are trying to stop the steep increase in the OPEB costs. But we need to wait for the state report to tell us what we can & cannot do.

Don: ABRSD voted on OPEB costs on March 1st and the money for Town Meeting. We have now approved the legal document.

Xuan: it is an interesting approach to have a surcharge where will the money come from.

Steve B: it will be a line item in the operating budget rather than having it as a warrant article.

Xuan: will this happen every year?

Steve B: we are still working on the mechanics and may need to have the money in a trust fund.

Mary Ann: we should thank the OPEB working group. Steve Noone has kept the FC up to date. When we get a set of recommendations from Noone we need to have an agreement [on ALG] We need to

agree that we will go back to our respective committees—we need to have a conversation on this issue on a board level.

Steve L: we have scheduled Steve Noone to do a presentation in Jan for the BoS.

****Bart: is there agreement with Mary Ann that we transmit the information to our boards and then bring their deliberations back here? All agreed.

Public:

Charlie: would the surcharge just be for new employees?

Steve B: New positions---new labor & it would go into the operating budget. The plan is for every year but we are only working on the numbers now---it is to keep down the increasing trajectory. We are still working on the mechanics as to the amount---there have been suggestions to a flat 16% but that will not be fair to the guy who makes \$50k as opposed to those who make \$100k

Charlie: I am curious as to how it will be ongoing

Steve B: the plan now I to retrofit fees & accounts for labor changes---we need a revenue stream into the trust fund.

Charlie: are the schools doing a similar plan?

Steve M: I do not disagree with the plan—but we are in collective bargaining

Steve L: this is not a collective bargaining issue—it is not coming out of their pay---it is not a payroll deduction.

Don: I am on the committee [OPED working group]---knowing the issue is pricey for the town the idea of just new rather than new & existing positions are on the table---we are not sure what will happen, but will to finalize the FY 14 budget.

Bart: our next meeting will be in 2013 Are there any agenda extras?

Mary Ann: we agreed to discuss reserves once the budgets are out---the managers need to be ready with a several step process.

Bart I will not be here for Jan. 24th.

Mary Ann: we will need a second meeting in Jan. will you look at your availability around the 24th so we can reschedule?

Bart agreed.

Adjourned 5:35-- Next Meeting Jan. 10 at 5PM

Ann Chang

Acton Public Schools

School Committee Meeting
December 20, 2012

1

APS FY'14 Operating Budget

Superintendent's Introduction

2

Use of Acton Reserves (January, 2012)

Acton is committed to using reserves to help maintain its operating budgets until economy improves.

Many financially knowledgeable citizens are concerned with this practice.

By living within Prop. 2 ½ revenue, by using available federal grants, and using reserves, Acton's services have not been severely eroded and its school system remains strong.

Expenditure levels will need to find a revised, nuanced relationship between Acton municipal and schools and addressing (for the first time) our long-term OPEB liability.

A delicate balance between declining use of reserves, improving local receipts, unrestricted state aid and eventually, new casino aid that will eventually flow to municipalities, will have to be struck in the next several years.

Review of Reserves FY'12 to FY'13

Before we begin our discussion of FY'14, what is the current status of our reserves?

Review of Reserves FY'12 to FY'13

Free Cash-Town of Acton (no statutory cap & recalculated by DOR every year)

NESWC-Town of Acton (finite-we are drawing it down-likely gone within 2-4 years)

Excess & Deficiency (Acton's portion of ABRSD reserves-capped at 5% of budget-reviewed by DOR every year)

5

Review of Reserves (Acton Only)

FY	Beginning Balance	Used	Returned	Actual Net Use	Ending Balance
11	\$8.02m	(\$1.8m)	\$3.1m	\$1.3m	\$9.3m
12	\$9.3m	(\$1.61m)	\$2.4m	\$800k	\$10.1m
13	\$10.1m	????	????	????	\$????

Review of Reserves

Beginning Balance of Reserves (Nov. 2011)	\$9.3m
Less Reserves Used Acton Town Meeting	(\$313k)
Less Reserves Used for FY'13 Budget	(\$1.298m)
Town of Acton FY'12 Turnbacks & Higher Than Anticipated Revenues	\$1.038m
Acton Public Schools FY12 Turnback	\$360k
Town of Acton E & D Over 5% Turnback	\$250k
Town of Acton Tax Title Princ & Interest	\$600k
Acton/Boxborough Regional Schools FY'12 <u>Net</u> Turnback	<u>\$217k</u>
ESTIMATED - Reserves Available for FY'14	\$10.1m

7

Review of Reserves (Acton Only)

The complexity of replenishment:

For the Town of Acton (municipal and schools)

The ALG Plan for ...	Assumed Replenishment of Reserves ...	At end of ...	Actual Replenishment of Reserves ...
FY'12	\$250K	FY'11	\$2.7M
FY'13	\$250K	FY'12	\$2.2M

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Review of Total Acton Reserves

Beginning Balance of Reserves Entering FY'12 (thru FY10):	\$8.02m
Beginning Balance of Reserves Entering FY'13 (thru FY11):	\$9.3m
Beginning Balance of Reserves Entering FY'14 (thru FY12):	\$10.1m

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APS FY'14 Operating Budget

Acton Leadership Group:
Town of Acton Financial Allocation Document

10

APS FY' 14 Operating Budget

October 16, 2012 ALG Spreadsheet Deficit:
(\$1, 235m)

November 7, 2012 ALG Spreadsheet Deficit:
(\$967k)

November 27, 2012 ALG Spreadsheet Deficit:
(\$1,516m)

December 13, 2012 ALG Spreadsheet Deficit:
(\$1,579m)

APS FY' 14 Operating Budget

The FY13 ALG plan, finalized last spring, assumed a 5% increase for FY14 for all entities

Up to this point, the projected FY14 Deficit has increased solely due to changes in revenue estimates & OPEB

Once the entities' FY14 recommended budgets are placed in the ALG plan, the bottom line status will be revealed

APS FY'14 Operating Budget

First Step: What does the level service budget look like right now?

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APS Level Service Estimate (in thousands)

	APS
FY'13 Final	\$26,562
FY'13 Level Service	\$27,355
\$ Change from Final FY'13	\$793k
% Change from Final FY'13	2.9%

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Current FY'14 APS Level Service Estimate

- 2.5% total salary increase estimated for all employees including steps, lanes, longevity and Supermax for teachers
- Moves current FY'13 staff forward into FY'14
- Accounts for any loss in grants used to support FY'13 Budget (IDEA, Title 2A)
- Health Insurance: HMO 75/25%, Indemnity 50%/50%
- Health Insurance estimate 10% rate increase due to a combination of market rates and recent claims history (initial estimate by Health Insurance Trust; still under consideration) (currently a 13% increase budget impact due to loss of federal EdJobs funds used in FY'13)
- Continuing "Realistic" budgeting whenever possible to reflect actual trends and to improve analysis

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Current FY'14 APS Level Service Estimate (Continued)

- \$108k Classroom Assistants approved in June, 2012 in FY'14 budget included as part of level service
- Medicare FY'13 estimated increase by 9%
- Circuit Breaker reimbursement assumed at final FY'13 level of 65% (\$459k)
- Assumes continuing trends of lower energy usage
- CASE Tuition Assessment-level from FY'13
- CASE Transp Assessment-level from FY'13

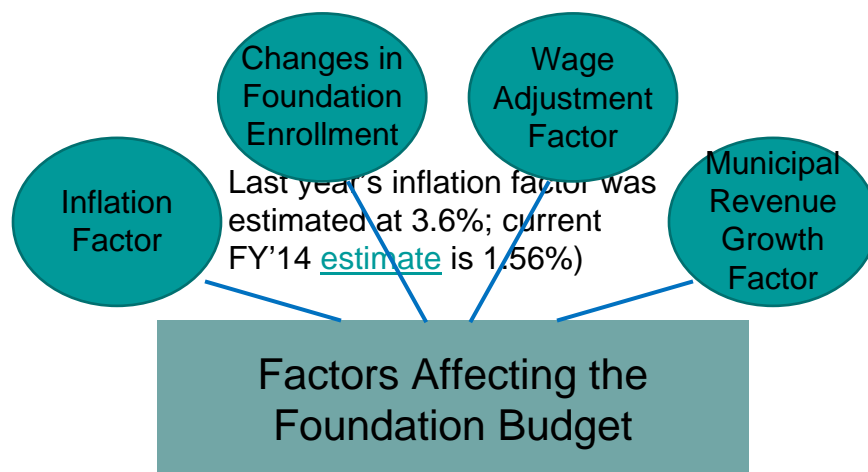
16

The Foundation Budget

FY'14 Chapter 70 Estimates

17

The Foundation Budget



18

Review of Reserves (Acton Only)

Impact of Technical Complexity of Chapter 70 formula:

Inflation Factor Used	FY'14 Estimate in Chapter 70 Revenue
3.6%	\$5,839,619
1.56%	\$5,428,755

The difference = (\$410,884) reduction in revenue!

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The Foundation Budget

Based on October 1, 2012 data, we are assuming:

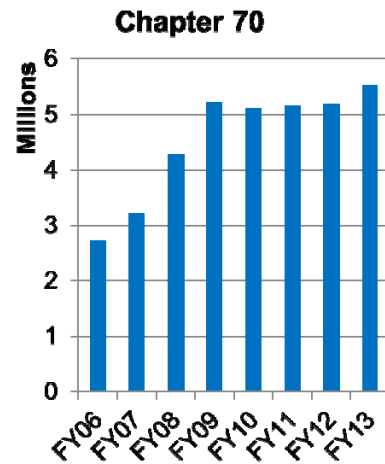
*APS Foundation Enrollment **Decreases by 5**

*APS Chapter 70 Decrease FY'13 to FY'14: **\$108k**

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APS HISTORICAL SPENDING REVIEW

FY	Chapter 70	Total % Increase
FY06	\$2,723,714	
FY07	\$3,214,302	18%
FY08	\$4,283,795	33%
FY09	\$5,228,141	22%
FY10	\$5,123,578	(-2%)
FY11	\$5,160,527	1%
FY12	\$5,188,231	1%
FY13	\$5,537,500	7%



21

What are some other important elements that we should review tonight?

22

APS FY'14 "Investment Budget"

Dr. Mills has received budget requests for program expansion, capital requests, and staff

Our plan, consistent with the past, is to try to redeploy positions to address new requests whenever possible

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APS FY'14 "Investment Budget"

1/8/13 FY'14 Preliminary APS Budget to be Released

1/17/13 FY'14 Preliminary APS Budget presented to APS School Committee

1/26/13 "Budget Saturday"

24

APS FY'14 "Investment Budget"

What will we be monitoring over the next several months?

25

FY'14 APS Budget Items To Be Closely Monitored In Coming Months

- Chapter 70: Assuming full Foundation Budget
- Current Assumption: State Aid based on final FY'13 Cherry Sheet
- Circuit Breaker Reimbursement? (\$459k) (currently estimated at 65%)
- Health Insurance Trust/Rates for FY'14 (currently at 10%)?
- Energy Savings - Decreasing Usage?
- Are there opportunities, if appropriate, to move positions over to Special Revenue accounts?
- Legal Expenses-closely monitoring due to change?

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APS FY'14 "Investment Budget"

Looking Back One Year Ago

27

APS FY'14 "Investment" Budget

FROM JANUARY, 2012:

Can we maintain our current level of service, keep lowering our reserves, address items from the LRSP, and address our OPEB Liability at the same time?

Yes-Level Service Maintained

Yes-Net Use of Reserves Lowered and Reserves Increased Again

Yes-Items from LRSP were addressed

Yes-Two OPEB funds were established (Town of Acton and Acton-Boxborough Regional School District)

APS FY'14 "Investment Budget"

(Repeated from Slide 4)

FROM JANUARY, 2012:

Expenditure levels will need to find a revised, nuanced relationship between Acton municipal and schools and addressing (for the first time) our long-term OPEB liability.

A delicate balance between declining use of reserves, improving local receipts, the eventual restoration of unrestricted state aid and eventually, new casino aid that will eventually flow to municipalities, will have to be struck in the next several years.

School Committee FY'14 Budget Schedule

Upcoming Schedule

Balance of School Committee FY'14 Budget Schedule

- 12/20/12 APS School Committee budget discussion continues
- 12/31/12 Acton Town Meeting warrant closes-Potential Capital Articles?**
- 1/8/13 Preliminary budgets to APS and AB Regional School Committees released
Presentation of FY14 ABRSD Budget & Discussion
- 1/17/13 Presentation of FY14 APS Budget & Discussion
- 1/26/13 Joint School Committee Saturday All-Day Session with presentations by school leaders; Selectmen / Finance Committee / public at large all encouraged to attend
- 2/7/13 AB Regional School Committee budget hearing (required by law) - *Possible Budget Vote* & Acton and Boxborough Finance Committees / Review / Comments to School
- 2/14/13 APS School Committee budget hearing (required by law) - *Possible Budget Vote*
Possible Joint School Committee meeting if vote needed on Regional budget/assessments (2/18/13 is deadline to vote according to Regional Agreement)

Balance of School Committee FY'14 Budget Schedule

- 3/7/13 AB SC Meeting
- 3/21/13 APS School Committee Meeting
- TBD Boxborough warrant goes to printer
- 3/28/13 Joint Acton/Acton-Boxborough SC Meeting
- 4/1/13 Acton Town Meeting begins
- 5/3/13 Boxborough Town Meeting begins

ACTON PUBLIC SCHOOLS SPECIAL REVENUE ACCOUNT REVIEW

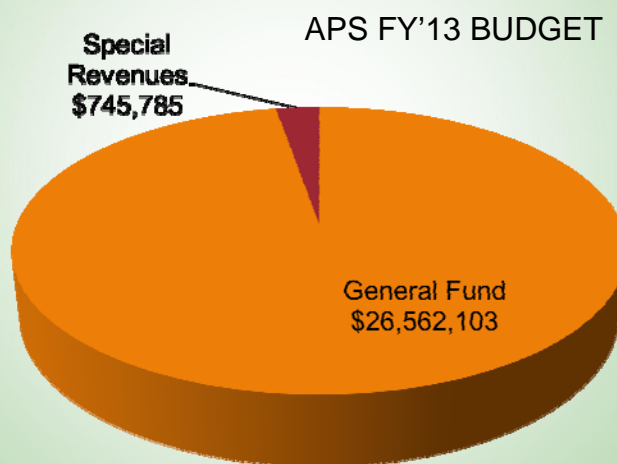
Don Aicardi, Finance Director
December 20, 2012

APS Special Revenue Account Review

Tonight we begin the process of providing both [background information](#) on the special revenue accounts as well as a [status report](#) on how we are trying to improve our analysis of these programs.

*Tracking of what is being spent?
Acceptable available balance levels?
Tracking and timing of revenues?
Relationship to APS general operating budget?*

APS Special Revenue Account Review



APS Special Revenue Account Review

These categories include:

- A) General Fund
- B) Special Revenue Funds
 - 1. Revolving Funds
 - 2. Gift Funds
 - 3. Grants
- C) Capital Project Funds
- D) Trust and Agency Funds
 - 1. Stabilization
 - 2. Pension
 - 3. Health Claim Funds
 - 4. Student Activity Funds

APS Special Revenue Account Review

Appropriated Budget (General Fund) is the budget approved each spring, first by the school committee and then by the town meeting

APS Special Revenue Account Review

Revolving Funds

APS Special Revenue Account Review

Revolving funds can only be established for specific purposes noted by statute.

» MASBO's Massachusetts Regional School Administrators' Guidebook

APS Special Revenue Account Review

The budgets for these funds are not subject to the annual adoption/ approval process required by general fund budgets.

» MASBO's Massachusetts Regional School Administrators' Guidebook

APS Special Revenue Account Review

However, expenditures from these funds must be specifically related to the purpose for which the funds are established.

» MASBO's Massachusetts Regional School
Administrators' Guidebook

APS Special Revenue Account Review

Any money left in the fund at the end of the year carries forward into the next year and the fund remains open until the revenue generating activity ceases to exist.

» MASBO's Massachusetts Regional School
Administrators' Guidebook

APS Special Revenue Account Review

Gift Accounts

APS Special Revenue Account Review

Gifts can be accepted by the school committee from charitable foundations, private corporations or individuals.

*MASBO's Massachusetts Regional School
Administrators' Guidebook*

APS Special Revenue Account Review

Money from these accounts can only be expended for the intended purpose and are subject to school committee approval.

*MASBO's Massachusetts Regional School
Administrators' Guidebook*

APS Special Revenue Account Review

Gift accounts are closed when the funds are fully expended or the purpose has been filled.

*MASBO's Massachusetts Regional School
Administrators' Guidebook*

APS Special Revenue Account Review

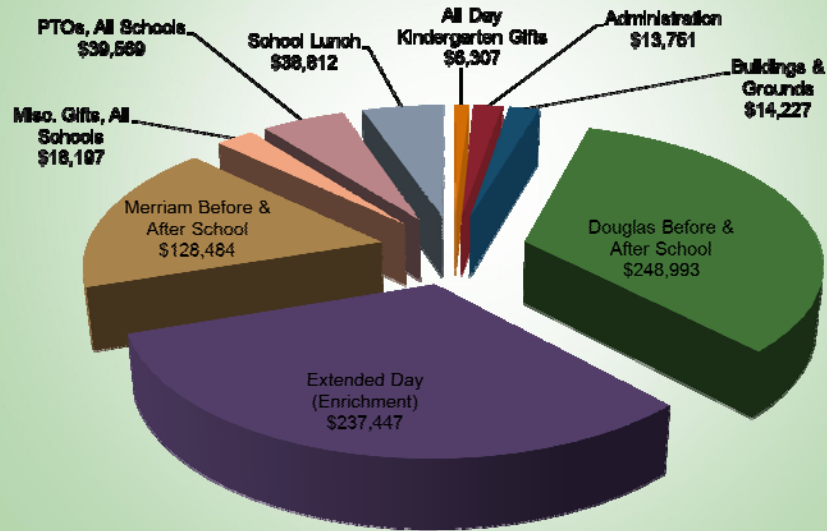
What are the categories for **special revenue accounts & gifts** currently being used by the APS?

APS Special Revenue Account Review

For the APS SC, these accounts will range from the familiar to the unfamiliar.....

APS Special Revenue Account Review

Special Revenues Beginning Balances for FY'13 - \$745,785



APS Special Revenue Account Review

Administration Miscellaneous (Eight)
 All Day Kindergarten Gifts (Two)
 Buildings & Grounds (Three)
 Misc. Elementary Schools (Fourteen)
 Douglas Before and After (One)
 Merriam Before and After (One)
 Enrichment (Extended Day-Conant, Gates and
 McCarthy-Towne) (Three)
 PTOs (Five)
 School Lunch (Five)

APS Special Revenue Account Review

What are we doing to track revenue and expenditure trends in the special revenue accounts?

- Previously, the Finance Office was sending out status reports on an “as-requested” basis to make administrators aware of the financial status of these accounts.
- We wanted to improve both the quality and the timing of the information we were sending out.....

APS Special Revenue Account Review

This summer, the Finance staff redesigned a tracking document.

It picks up all current balances - with revenues, expenditures and encumbrances.

The information is downloaded from the integrated finance software (MUNIS) into an EXCEL document, then a macro takes the information and quickly updates the expenses and encumbrances.

APS Special Revenue Account Review

How was information on these accounts being shared with the School Committee?

A status report was provided in the annual “Budget Saturday” briefing book that listed revenues, expenses and available balances.

Special reports were produced as requested.

APS Special Revenue Account Review

Grappling with the following questions:

1. How helpful are these reports to the administrators?
2. What is the “interconnectivity” of these funds to the APS general operating budget?
3. What is the appropriate “balance level” for each account at fiscal year end?
4. Timing of reports to APS SC?

APS Special Revenue Account Review

I'm happy to answer any questions that you have at this time.

APS SPECIAL REVENUE FUNDS
YEAR END BALANCES

FUND	FY09 BALANCE	FY10 BALANCE	FY11 BALANCE	FY12 BALANCE
DOUGLAS BEFORE & AFTER SCHOOL				
DOUGLAS AT DAWN/DUSK	\$304,692.96	\$268,701.28 -12%	\$268,497.33 0%	\$248,992.64
MERRIAM BEFORE & AFTER SCHOOL				
MERRIAM MORNING/AFTERNOON	\$222,977.13	\$171,369.64 -23%	\$163,807.59 -4%	\$128,483.64
ENRICHMENT (EXTENDED DAY)				
CONANT ENRICHMENT GIFT	\$39,751.81	\$40,622.72 2%	\$46,431.80 14%	\$75,697.14
GATES ENRICHMENT GIFT	\$0.00	\$0.00	\$16,840.93	\$18,304.70
MGT ENRICHMENT GIFT	\$0.00	\$0.00	\$1,640.52	\$6,439.35
CONANT ENRICHMENT (TO BE GIFTED FROM CE)				\$49,043.90
GATES ENRICHMENT (TO BE GIFTED FROM CE)				\$60,675.65
MGT ENRICHMENT GIFT (TO BE GIFTED FROM CE)				\$27,286.49
TOTAL	\$39,751.81	\$40,622.72 2%	\$64,724.25 59%	\$237,447.23
PTO				
APS CONANT PTO	\$3,357.70	\$13,235.14 292%	\$0.00 -100%	\$619.07
APS DOUGLAS PTO	\$14,936.99	\$24,018.39 61%	\$35,093.91 46%	\$13,427.73
APS GATES PTO	\$6,460.66	\$2,480.79 -62%	\$1,170.26 -82%	\$7,349.56
APS MCCARTHY TOWNE PTO	\$9,122.11	\$10,804.39 18%	\$23,041.93 113%	\$10,690.33
APS MERRIAM PTO	\$14,725.42	\$18,823.08 28%	\$22,177.53 17%	\$7,481.88
TOTAL	\$48,602.88	\$69,361.79 42%	\$81,483.63 18%	\$39,563.57
SCHOOL LUNCH				
APS SCHOOL LUNCH EXPENSES	(\$356,101.03)	(\$420,804.79) 18%	(\$499,168.85) 19%	(\$538,705.55)
CONANT SCHOOL LUNCH REVENUES	\$94,929.83	\$106,241.24 12%	\$123,873.59 18%	\$133,079.86
DOUGLAS SCHOOL LUNCH REVENUES	\$74,541.95	\$80,936.76 9%	\$73,972.66 -9%	\$72,198.57
GATES SCHOOL LUNCH REVENUES	\$87,047.76	\$107,716.23 24%	\$130,773.04 21%	\$138,107.59
MCCARTHY SCHOOL LUNCH REVENUES	\$26,057.00	\$25,612.97 -2%	\$25,527.88 0%	\$18,574.38
MERRIAM SCHOOL LUNCH REVENUES	\$157,401.59	\$185,784.01 18%	\$219,047.35 18%	\$235,556.97
TOTAL	\$83,877.10	\$85,486.42 2%	\$76,025.67 -11%	\$38,811.82
GRAND TOTAL	\$774,754.59	\$678,035.49	\$695,786.17	\$745,785.17

APS PTO SPECIAL REVENUE FUNDS

12/13/2012

UPDATE

FY09

FY10

FY11

FY12

7/1/2008
Beginning
Balance

7/1/2009
Beginning
Balance

7/1/2010
Beginning
Balance

7/1/2011
Beginning
Balance

2610 APS CONANT PTO

	Beginning Balance	\$1,817.54	\$3,557.70	\$13,235.14	\$0.00
	Revenues In:				
2610 484000	GIFTS AND DONATIONS	\$54,050.71	\$50,809.00	\$27,000.00	\$30,000.00
	Total Revenues In:	\$54,050.71	\$50,809.00	\$27,000.00	\$30,000.00
	Expenses Out:				
261001 51601	MEDIA ASSISTANT	\$6,461.16	\$6,817.96	\$6,892.47	\$27,608.35
261002 51601	KINDERGARTEN ASST	\$45,849.39	\$34,313.60	\$33,342.67	\$1,772.58
261002 51618	RECESS ASSISTANT	\$0.00	\$0.00	\$0.00	\$0.00
261003 51601	COMPUTER ASSISTANT	\$0.00	\$0.00	\$0.00	\$0.00
261004 51601	FOREIGN LANG ASSISTANT	\$0.00	\$0.00	\$0.00	\$0.00
261005 54302	INSTRUCTIONAL SUPPLIES	\$0.00	\$0.00	\$0.00	\$0.00
261006 51601	MATH ASSISTANT	\$0.00	\$0.00	\$0.00	\$0.00
	Total Expenses Out:	\$52,310.55	\$41,131.56	\$40,235.14	\$29,380.93
	Total Encumbrances Out:	\$0.00	\$0.00	\$0.00	\$0.00
	Year End Balance	\$3,557.70	\$13,235.14	\$0.00	\$619.07
	Annual Growth	-	272.0%	-100.0%	#DIV/0!

2611 APS DOUGLAS PTO

	Beginning Balance	\$5,415.74	\$14,936.99	\$24,018.39	\$35,093.91
	Revenues In:				
2611 484000	GIFTS AND DONATIONS	\$45,666.26	\$46,383.00	\$46,393.61	\$49,845.47
	Total Revenues In:	\$45,666.26	\$46,383.00	\$46,393.61	\$49,845.47
	Expenses Out:				
261101 51601	CLASSROOM ASSISTANTS	\$18,702.97	\$19,394.13	\$19,596.60	\$51,392.38
261101 51602	KINDERGARTEN ASSISTANT	\$0.00	\$0.00	\$0.00	\$3,555.71
261102 51601	MEDIA CTR ASSISTANT	\$3,344.51	\$3,469.99	\$3,492.77	\$3,652.06
261103 54302	EDUCATIONAL SUPPLIES	\$2,918.04	\$1,516.00	\$0.00	\$0.00
261104 51601	COMPUTER ASSISTANT	\$11,151.59	\$12,921.48	\$12,228.72	\$12,911.50
261105 54335	GEN. SUPP & MATERIALS	\$27.90	\$0.00	\$0.00	\$0.00
	Total Expenses Out:	\$36,145.01	\$37,301.60	\$35,318.09	\$71,511.65
	Encumbrances Out:	\$0.00	\$0.00	\$0.00	\$0.00
	Year End Balance	\$14,936.99	\$24,018.39	\$35,093.91	\$13,427.73
	Annual Growth	-	60.8%	46.1%	-61.7%

APS PTO SPECIAL REVENUE FUNDS

12/13/2012

UPDATE

FY09

FY10

FY11

FY12

7/1/2008
Beginning
Balance

7/1/2009
Beginning
Balance

7/1/2010
Beginning
Balance

7/1/2011
Beginning
Balance

2612 APS GATES PTO

	Beginning Balance	\$7,949.83	\$6,460.66	\$2,480.79	\$1,170.26
	Revenues In:				
2612 484000	GIFTS AND DONATIONS	\$54,100.46	\$43,039.34	\$43,019.21	\$44,829.77
	Total Revenues In:	\$54,100.46	\$43,039.34	\$43,019.21	\$44,829.77
	Expenses Out:				
261201 51601	CLASSROOM ASSISTANT	\$41,900.37	\$32,446.74	\$28,736.70	\$22,162.49
261201 51602	FOREIGN LANGUAGE ASSISTANT	\$0.00	\$0.00	\$0.00	\$0.00
261202 51601	MEDIA CTR ASSISTANT	\$2,830.96	\$2,924.22	\$2,990.10	\$3,160.15
261203 51601	COMPUTER ASSISTANT	\$10,858.30	\$11,648.25	\$12,602.94	\$13,327.83
261204 54302	INSTRUCTIONAL SUPPLIES	\$0.00	\$0.00	\$0.00	\$0.00
261205 51502	SECRETARY	\$0.00	\$0.00	\$0.00	\$0.00
	Total Expenses Out:	\$55,589.63	\$47,019.21	\$44,329.74	\$38,650.47
	Encumbrances Out:	\$0.00	\$0.00	\$0.00	\$0.00
	Year End Balance	\$6,460.66	\$2,480.79	\$1,170.26	\$7,349.56
	Annual Growth	-	-61.6%	-52.8%	528.0%

2613 APS MCCARTHY TOWNE PTO

	Beginning Balance	\$9,818.67	\$9,122.11	\$10,804.39	\$23,041.93
	Revenues In:				
2613 484000	GIFTS AND DONATIONS	\$96,500.00	\$88,977.89	\$95,600.00	\$84,000.00
	Total Revenues In:	\$96,500.00	\$88,977.89	\$95,600.00	\$84,000.00
	Expenses Out:				
261301 51502	SECRETARY	\$14,892.99	\$16,079.66	\$14,000.07	\$13,733.40
261302 51602	NON CERT TEACHER	\$19,999.98	\$20,300.00	\$20,300.00	\$20,909.07
261303 51601	CLASSROOM ASSISTANT	\$58,380.10	\$46,837.90	\$44,802.98	\$57,935.53
261304 51601	COMPUTER ASSISTANT	\$0.00	\$0.00	\$0.00	\$0.00
261305 54302	INSTRUCTIONAL SUPPLIES	\$0.00	\$0.00	\$0.00	\$0.00
261306 51601	MEDIA ASSISTANT	\$3,923.49	\$4,078.05	\$4,259.41	\$3,773.60
	Total Expenses Out:	\$97,196.56	\$87,295.61	\$83,362.46	\$96,351.60
	Encumbrances Out:	\$0.00	\$0.00	\$0.00	\$0.00
	Year End Balance	\$9,122.11	\$10,804.39	\$23,041.93	\$10,690.33
	Annual Growth	-	18.4%	113.3%	-53.6%

2614 APS MERRIAM PTO

	Beginning Balance	\$8,597.69	\$14,725.42	\$18,823.08	\$22,377.53
	Revenues In:				
2614 484000	GIFTS AND DONATIONS	\$86,601.00	\$86,838.00	\$87,746.00	\$88,000.00
	Total Revenues In:	\$86,601.00	\$86,838.00	\$87,746.00	\$88,000.00
	Expenses Out:				
261401 51601	CLASSROOM ASSISTANT	\$80,473.27	\$82,740.34	\$84,191.55	\$102,895.65
261402 51601	MEDIA CTR ASSISTANT	\$0.00	\$0.00	\$0.00	\$0.00
261403 54302	INSTRUCTIONAL SUPPLIES	\$0.00	\$0.00	\$0.00	\$0.00
	Total Expenses Out:	\$80,473.27	\$82,740.34	\$84,191.55	\$102,895.65
	Encumbrances Out:	\$0.00	\$0.00	\$0.00	\$0.00
	Year End Balance	\$14,725.42	\$18,823.08	\$22,377.53	\$7,481.88
	Annual Growth	-	27.8%	18.9%	-66.6%

6.7.1



Beth Peir <bpatr@abnschools.org>

Regarding the Potential Merger of Boxboro's Blanchard School with the Acton Public Schools

1 message

Linda McCann <.....>
To: abrsc@acton-ma.gov

Sun, Dec 9, 2012 at 1:29 PM

Dear School Committee Members,

I have read all about the benefits the Town of Boxboro would receive from the potential merger of Boxboro with Acton Public Schools to create a K-12 Regional School District, I have yet to see any reference to what benefit said merger would bring to the Town of Acton, the Acton Public Schools, or the Acton Boxboro Regional School District. Who is looking out for what about this merger is good for all things to do with Acton, Massachusetts? Where can I find information about how this merger benefits Acton Public Schools?

Thank you,
Linda McCann

Upcoming Regionalization Forums

Date	Time	Place
Dec 12 th (Wednesday)	7:15PM	McCarthy Towne School
Dec 13 th (Thursday)	10:00AM	Acton Town Hall (Room 204)
Dec 19 th (Wednesday)	10:00AM	Sargent Memorial Library
Dec 19 th (Wednesday)	7:00PM	Sargent Memorial Library
Jan 4 th (Friday)	7:00PM	Blanchard School
Jan 14 th (Monday)	7:20PM	Acton Board of Selectmen (Town Hall)
Jan 24 th (Thursday)	7:30PM	Blanchard School

As of 12/12/2012

6.7.2

TO: Acton and Boxborough School Communities
FR: Xuan Kong, Acton-Boxborough Regional School Committee Chairperson,
Maria Neyland, Boxborough Public School Committee Chairperson,
Kim McOsker, Acton Public School Committee Chairperson
DT: December 7, 2012
RE: Regionalization

As the current chairs of the Acton-Boxborough, Boxborough and Acton Public School Committees, the following are our comments on ten logistical issues regarding potential regionalization of the Blanchard School. Our comments are based on questions generated by the subcommittee and initially answered by the Acton and Boxborough Superintendents. We believe that parents will want to know what will happen with these issues. The final decisions will be made by a future School Committee, not the transitional School Committee. This memo does not provide guarantees but general guidance so that parents will have less uncertainty.

1. Will there be a policy of accepting external funding to offset operating budget expenses (e.g. fundraising for classroom assistants)?

Currently the Boxborough School Committee has a specific policy prohibiting the use of external funding such as PTSOs to fund any personnel positions. The Acton Public School Committee has a long history of allowing and supporting such funding among all five of their elementary schools. In addition, during the past two budget cycles, they have acted with the intent of relieving pressure on the PTSOs by supporting the budgetary addition of approximately \$50,000 per school for this issue. It is our belief moving forward that the future Regional School Committee should work to support these differences in order to allow for unique and individual programs to continue to function at each of the six elementary schools.

2. Will all six elementary schools have a shortened day every Thursday?

We believe that a unified schedule is optimal. There are contractual issues that would need to be addressed and resolved in the negotiations process.

3. How will the start times of all six elementary schools be affected? Will the times change every year?

There has been a multi-tiered school bus transportation system in place for Acton Public for financial reasons. We believe that a unified schedule for both towns is optimal. Central Office is currently looking into the costs associated with increasing the number of buses to incorporate Boxborough into the bussing schedule. We are looking to our community members for input.

4. What about religious holidays?

We believe that the two currently existing districts will have the same calendar by the time of regionalization regarding this issue.

5. Should the Administration have authority to balance classes between towns? Should there be specific language regarding exceptions for special needs children? Should there be language to allow voluntary pre-kindergarten to grade 6 movement between towns? If parents choose to send their children to a school in the other town, will parents be responsible for transportation? If a Boxborough student goes to an Acton elementary school, will that student have equal rights to the lottery systems?

There are specific special education programs currently in the elementary schools. Each of the elementary schools has basic special education services that are available to all students in need of those services. Students receiving this level of service would have school choice similar to general education students. However, special education students from the six elementary schools who need more comprehensive services would need to attend the existing special education programs at the appropriate elementary school. Regarding the assignment of general education students to the elementary schools, as new families move in to the communities, the Superintendent's staff assigns the new students to schools based on expressed preference of the family and available seating in the elementary schools. We would expect that process to continue with the six elementary schools. Students residing in the towns will always have the opportunity to attend a school in their town. During the kindergarten lottery, residents in their town will have first right of refusal to have their children attend the school in their town as well as sibling guarantee but the Superintendent's staff will have flexibility to balance classes in both towns. If families choose to attend an elementary school in the other town, transportation will be provided.

6. How will A-B's Community Education and similar programs in Boxborough be merged and how will each town share in available funds?

Currently, there is a very robust and successful AB Community Education program. Many Boxborough residents currently avail themselves of AB Comm Ed's services. Boxborough has an Extended Day Program of their own. The Directors of the two programs would work together to establish the best way to move forward with Community Education/Extended Day Programming.

7. How will the Regional School Committee handle the distribution of current technology and equipment in each elementary school?

There is no plan now, or in the future, to redistribute current technology and equipment from any elementary school in either town.

8. If the Regional District owns each building, will this impact parent/community member accessibility related to the use of the buildings?

Parent and community members will maintain current levels of accessibility to these buildings. The Regional School District believes that all of our buildings are for community use after their educational missions are completed each day. Much like the AB Regional High School has been used for emergency services during significant weather, we recognize that the Blanchard school is the emergency shelter for the town of Boxborough and in an emergency, will be made available immediately by the Superintendent.

9. What are the issues related to staff employment?

It would be our vision that there would be one employment contract for the six elementary schools, the Junior High and the High School.

10. How would OPEB be handled to insure consistency in funding between the member entities and the proposed new preK-12 Region?

The currently Acton-Boxborough Regional School District has an OPEB line item in its budget. If Blanchard were to regionalize, it would be assumed that Acton and Boxborough taxpayers would pay their proportionate amount of the Regional School District OPEB assessment similar to all other accounts in the Regional School District Budget.

12/6/12 Approved by Acton Public School Committee and Acton-Boxborough Regional School Committee

12/13/12 Approved by Boxborough Public School Committee

Memo

To: Acton-Boxborough Regional District Study Committee
From: John Petersen
CC: Steve Mills, Curt Bates, D. Aicardi, C. Jeannotte, ABRSC, APSC, Boxborough PSC
Date: December 17, 2012
Subject: Budget History – ABRSD Table 6 FY94 to FY13

Executive Summary

Acton and Boxborough are in the process of determining whether or not to expand the Acton-Boxborough Regional School District from grades 7-12 to grades K-12, absorbing the K-6 school districts in Acton and Boxborough. One aspect of the merger is to determine how costs will be allocated to the individual towns post-merger (retaining the existing assessment formula or adopting a new formula). In order to determine whether or not a new formula is needed, an examination of the budget history for AB and assessments to the individual towns may provide perspective on the current formula. While a complete financial history of the districts would be of interest, this report will discuss only the most recent twenty years, a period which encompasses both a rapid expansion in enrollment in the school districts as well as a more recent stabilization of enrollment levels. Throughout this period the schools have operated under the constraint of Massachusetts Proposition 2 ½ which is related to the total amount of property taxes which a city or town can raise each year.

The current regional assessment formula although based on enrollment, has not produced results that significantly diverged from an EQV based assessment formula from FY95 to present. In every one of the past nineteen years, the enrollment based assessment formula has provided a lower Boxborough assessment than an EQV based formula would have provided. Enrollment projections to 2020 suggest that the assessment formula based on enrollment will diverge from the relative EQVs of the towns and result in a significant assessment shift from Boxborough to Acton.

Although the subject of this report is school spending, it should be remembered that the function of the school system is to provide excellent education and any changes to our financial or administrative structure must be evaluated in terms of impact on education.

Introduction

The Acton-Boxborough Regional school district was formed to provide both Acton and Boxborough the ability to pool our resources and provide both a better and a more cost-effective secondary education. An examination of the past history of budgets and assessments for the Acton-Boxborough School District may provide some perspective on how a K-12 region should be financed. The purpose of this document is to provide that history.

I thank the finance departments in Acton, Boxborough and AB for supplying the school budget data and Peter Ashton who provided data collected by the Regional District Study Committee. Other data comes from either the Massachusetts Department of Education or the Department of Revenue as noted in the text. Any errors in the data contained in this document should be ascribed to the author.

An analysis of Table 6 for FY13

Every year the school committee adopts a budget based on student needs and available revenues. The form the ABRSD budget presents to Acton and Boxborough Town meetings is "Table 6" shown below in a simplified format as Figure 1 for FY13 (the school year from July 2012 through June 2013).

Figure 1. FY13 Budget and Assessments for Acton-Boxborough Regional School District

Table 6 Acton-Boxborough RSD				
<i>fiscal year/split %</i>	Gross Budget FY13	Acton 80.67%	Boxborough 19.33%	
INSIDE DEBT LIMIT				Box. %
Operating Budget	\$ 34,666,617	\$ 27,965,560	\$ 6,701,057	19.33%
Regular + SPED Transportation	\$ 2,171,015	\$ 1,776,767	\$ 394,248	18.16%
Other	\$ 386,000	\$ 318,886	\$ 67,114	17.39%
TOTAL INSIDE DEBT LIMIT	\$ 37,223,632	\$ 30,061,213	\$ 7,162,419	19.24%
OUTSIDE DEBT LIMIT				Box. %
JH/SH Construction/Renovation	\$ 1,891,172	\$ 1,620,167	\$ 271,005	14.33%
TOTAL OUTSIDE DEBT LIMIT	\$ 1,891,172	\$ 1,620,167	\$ 271,005	14.33%
GROSS BUDGET	\$ 39,114,804	\$ 31,681,380	\$ 7,433,424	19.00%
OTHER FINANCING SOURCES				Box. %
Chapter 70 Base Aid	\$ 7,124,122	\$ 5,747,029	\$ 1,377,093	19.33%
Regional School Transportation	\$ 732,782	\$ 609,135	\$ 123,647	16.87%
Net Charter (Assess - Aid)	\$ (356,386)	\$ (287,497)	\$ (68,889)	19.33%
Transfer from Reserves E&D	\$ 519,196	\$ 418,835	\$ 100,361	19.33%
Other	\$ 658	\$ 564	\$ 94	14.29%
TOTAL OTHER FINANCING SOURCES	\$ 8,020,372	\$ 6,488,067	\$ 1,532,305	19.11%
ASSESSMENTS	\$ 31,094,432	\$ 25,193,313	\$ 5,901,119	18.98%

This memorandum will be focused on three key numbers in Table 6 – Gross Budget, Total Other Financing Sources and Assessments. The assessments from Table 6 as voted by town meetings are converted into a tax rate in each community. The calculation is performed by dividing the regional school assessment by the assessed value of all the property in each town. The total value of the assessed property will be referred to as the EQV. Property assessments are updated every two years so for FY13, the FY12 assessment is the most recent data.

For the past several years the value of all property in Acton has been about \$4 billion while the value of all the Boxborough property has been about \$1 billion. For a given property, the value of the property is multiplied by the assessment and divided by the EQV. For the purpose of illustration, a \$500K house will be used (the current median value of properties in both Acton and Boxborough is between \$400K and \$500K).

Figure 2. Calculation of FY13 taxes \$500K property for Regional School Assessment

	TOTAL	Acton	Boxborough	
ASSESSMENTS	\$ 31,094,432	\$ 25,193,313	\$ 5,901,299	18.98%
EQV FY12	\$4,872,688,600	\$3,858,859,800	\$1,013,828,800	20.81%
Assessment on a \$500k property	\$ 3,191	\$ 3,264	\$ 2,910	

In FY13 for a property assessed at \$500K, the property tax assessment for the regional schools in Acton is \$3264 about \$350 (12%) higher than the assessment in Boxborough. Two factors contribute to the higher assessment in Acton. The primary factor is the number of students in Acton relative to the number of students in Boxborough. A secondary factor is the 5% discount the regional agreement

provides to Boxborough for capital spending related to the fact that all the Regional School property is located in Acton.

The assessments are analyzed in terms of enrollment in Figure 3. A three year rolling average of students is used. The assessment per student is also lower in Boxborough due to the 5% offset for capital spending.

Figure 3. FY13 Assessment per student per town

	ABRSD	Acton	Boxborough	
ASSESSMENTS FY13	\$ 31,094,432	\$ 25,193,313	\$ 5,901,299	18.98%
Students ABRSD FY13 - 3yr rolling avg	2884	2328	556	19.28%
Assessment per student	\$ 10,780	\$ 10,820	\$ 10,614	

The assessments are analyzed in terms of enrollment in Figure 3.

The History of Table 6 1994 to Present

The gross budget, other revenue and assessments from 1994 to present are shown in Figure 4. The large increase in the budget is associated with a large increase in enrollment. In 1994 (near the minimum of district enrollment), the 7-12 region had only about 1600 students while in recent years we have had almost 3000 students.

Figure 4. ABRSD Table 6 Gross Budget, Other Revenue and Assessment FY95-FY13

	Gross Budget	Other Revenue	ASSESSMENT (includes debt)			
	AB	AB	AB	Acton	Boxborough	Box %
Year	Gr 7-12	Gr 7-12	Gr 7-12	Gr 7-12	Gr 7-12	Gr 7-12
FY13	\$ 39,114,804	\$ 8,020,372	\$ 31,094,432	\$ 25,193,313	\$ 5,901,119	19.0%
FY12	\$ 38,502,351	\$ 7,599,260	\$ 30,903,091	\$ 24,725,573	\$ 6,177,519	20.0%
FY11	\$ 38,276,079	\$ 8,168,225	\$ 30,107,854	\$ 23,945,162	\$ 6,162,692	20.5%
FY10	\$ 36,906,104	\$ 7,746,210	\$ 29,159,894	\$ 23,111,857	\$ 6,048,037	20.7%
FY09	\$ 36,709,082	\$ 7,969,782	\$ 28,739,300	\$ 22,695,259	\$ 6,044,041	21.0%
FY08	\$ 35,020,693	\$ 6,482,082	\$ 28,538,611	\$ 22,509,072	\$ 6,029,539	21.1%
FY07	\$ 32,312,574	\$ 4,526,094	\$ 27,786,480	\$ 21,958,903	\$ 5,827,577	21.0%
FY06	\$ 30,105,963	\$ 4,086,212	\$ 26,019,751	\$ 20,649,059	\$ 5,370,693	20.6%
FY05	\$ 28,441,889	\$ 4,096,479	\$ 24,345,410	\$ 19,396,196	\$ 4,949,216	20.3%
FY04	\$ 26,292,183	\$ 3,778,322	\$ 22,513,861	\$ 17,999,790	\$ 4,514,071	20.1%
FY03	\$ 24,177,477	\$ 4,296,283	\$ 19,881,194	\$ 16,064,900	\$ 3,816,294	19.2%
FY02	\$ 22,322,165	\$ 4,373,654	\$ 17,948,511	\$ 14,616,309	\$ 3,332,202	18.6%
FY01	\$ 19,581,803	\$ 3,605,706	\$ 15,976,097	\$ 13,084,100	\$ 2,891,997	18.1%
FY00	\$ 18,214,763	\$ 2,918,842	\$ 15,295,921	\$ 12,524,907	\$ 2,771,014	18.1%
FY99	\$ 16,596,454	\$ 2,703,069	\$ 13,893,385	\$ 11,407,416	\$ 2,485,969	17.9%
FY98	\$ 15,596,075	\$ 2,440,423	\$ 13,155,652	\$ 10,705,050	\$ 2,450,602	18.6%
FY97	\$ 14,075,895	\$ 2,666,807	\$ 11,409,088	\$ 9,290,626	\$ 2,118,462	18.6%
FY96	\$ 13,114,679	\$ 2,520,342	\$ 10,594,337	\$ 8,612,963	\$ 1,981,374	18.7%
FY95	\$ 12,543,968	\$ 2,690,399	\$ 9,853,569	\$ 8,035,260	\$ 1,818,309	18.5%

The recent decline in the Boxborough enrollment has reduced the Boxborough assessment. From FY07 to FY13 the Boxborough assessment increased by only \$74,000 while the Acton assessment increased by more than \$3.2 million. The concern of the assessment formula is not the absolute values (although this of great concern to taxpayers), the concern is the ratio between the assessments. For ease of comparison, the remainder of this memorandum will use the Boxborough %'s of assessment and enrollment to describe shifts from Acton to Boxborough or the reverse over time.

For FY13, the most recent year, dividing the Boxborough assessment by the sum of the Acton and Boxborough assessments equals 19.0%. The range of the Boxborough assessment % from 1995 to present is a low of 18.1% (2000-2001) to a high of 21.1% (2008). The average value over this time period is 19.5%.

In order to look at the relative burden on taxpayers over time, we need to compare the Boxborough % of the assessment to the Boxborough % of the EQV. The results are tabulated in Figure 5

Figure 5. Change in Boxborough % of assessment and EQV FY95 to FY13

Year	Boxborough		
	Assess %	EQV %	Ratio
	Gr 7-12	Gr 7-12	assess/EQV
FY13	19.0%	20.8%	91.2%
FY12	20.0%	20.8%	96.1%
FY11	20.5%	20.8%	98.2%
FY10	20.7%	20.9%	99.3%
FY09	21.0%	21.1%	99.9%
FY08	21.1%	21.2%	99.5%
FY07	21.0%	21.6%	97.2%
FY06	20.6%	21.9%	94.2%
FY05	20.3%	22.1%	92.2%
FY04	20.1%	22.2%	90.4%
FY03	19.2%	21.6%	88.8%
FY02	18.6%	21.0%	88.3%
FY01	18.1%	20.4%	88.7%
FY00	18.1%	19.8%	91.6%
FY99	17.9%	19.7%	90.7%
FY98	18.6%	19.7%	94.7%
FY97	18.6%	19.6%	94.9%
FY96	18.7%	19.5%	96.1%
FY95	18.5%	18.9%	97.4%
Average	19.5%	20.7%	94.2%

For FY12, dividing the Boxborough EQV by the sum of the Acton and Boxborough EQVs equals 20.8%. The range of the Boxborough EQV % from 1995 to present is a low of 18.9% (FY95) to a high of 22.2% (2004). The average value over this time period is 20.7%. Since there is no value for EQV in the odd years, the values in the table are the average of the adjacent years. For the most recent year, FY13, the EQV is assumed to be equal to FY12.

Over the past 19 years, Boxborough has, on average paid 19.5% of the assessment. Since Boxborough's EQV has averaged 20.7%, the average tax rate associated with the regional assessment has been lower in Boxborough than in Acton. In every single year, Boxborough's assessment percentage has been lower than its EQV percentage.

Projections to 2020

The relative tax rates associated with the regional assessment depend on two factors, the ratio of students in Acton and Boxborough and the ratio of the EQV in Acton and Boxborough. For the past twenty years, the EQV ratio has been stable and I project that it is unlikely to change significantly over the next decade. The ratio of students in Acton and Boxborough is projected to change significantly as shown in the "Ashton" enrollment projections for the region from 2010 to 2020.

Figure 6. AB Region Grades 7-12 Enrollment 2010 to 2020

Year	GR 7-12	GR 7-12	AB	AB
	Acton	Boxborough	TOTAL	Box %
2010	2,339	565	2,904	19.5%
2011	2,347	524	2,871	18.3%
2012	2,369	498	2,867	17.4%
2013	2,369	473	2,842	16.6%
2014	2,312	435	2,747	15.8%
2015	2,290	428	2,718	15.8%
2016	2,286	412	2,698	15.3%
2017	2,276	393	2,669	14.7%
2018	2,253	379	2,632	14.4%
2019	2,192	354	2,546	13.9%
2020	2,147	331	2,478	13.3%

By 2020, the percentage of Boxborough students is projected to significantly decrease and this decrease will significantly impact the 3 year rolling average used in the current regional assessment formula.

Shifting 4% of the FY13 assessment from Acton to Boxborough represents a shift of more than \$1,200,000. This would increase the Acton taxes on a \$500,000 property by \$160/year while decreasing the Boxborough tax rate by \$600/year.

Appendix 1 EQV – Equalized Valuation Program

	EQV Final (except FY12)		EQV % Box	4 yr rolling average
	ACTON	BOXBOROUGH		
FY12	3,858,859,800	1,013,828,800	20.81%	20.85%
FY10	3,988,811,200	1,053,389,500	20.89%	21.06%
FY08	4,102,027,500	1,105,746,800	21.23%	21.58%
FY06	3,909,226,500	1,097,618,200	21.92%	22.06%
FY04	3,398,232,500	969,081,400	22.19%	21.61%
FY02	2,750,704,700	732,777,600	21.04%	20.41%
FY00	2,122,387,100	523,418,400	19.78%	19.73%
FY98	1,867,427,500	457,269,800	19.67%	19.57%
FY96	1,666,438,600	402,723,400	19.46%	18.95%
FY94	1,528,870,900	345,486,200	18.43%	19.16%
FY92	1,472,726,000	365,383,000	19.88%	19.61%
FY90	1,813,797,000	434,771,000	19.34%	

The EQV data reported in this memo were obtained from:

<http://www.mass.gov/dor/local-officials/assessor-info/equalized-valuations-eqv.html>

The Massachusetts Department of Revenue through the Bureau of Local Assessment conducts the Equalized Valuation (EQV) Program. The EQV represents the full and fair cash value of all taxable property for each municipality. The EQV program is completed every two years, the most recent program was completed in 2012.

Equalized valuations are used as a basis of comparison among the 351 municipalities within the Commonwealth for certain state and local purposes. EQV is used in the allocation of aid to public libraries and in the calculation of Chapter 70 funding. Certain Cherry Sheet charges also use EQV: County Tax, Boston Metropolitan Transit District, Mosquito Control Projects and Air Pollution Control Districts. In addition, EQV is used in calculating a community's debt limit (MGL Ch.44, §10).

Equalized Valuation (EQV): From the Library Allocation formula:

mbic.state.ma.us/grants/state_aid/faqs/meg-formula.doc

The Commissioner of Revenue, in accordance with MGL Ch. 58 Section 10C, is charged with the responsibility of biannually determining an equalized valuation for each city and town in the Commonwealth. EQVs present an estimate of fair cash value of all taxable property in each city and town as of January 1 of each year (MGL Ch. 58, Sections 9 & 10C). The EQV is a measure of the relative property wealth in each municipality. Its purpose is to allow for comparisons of municipal property values at one point in time, adjusting for differences in local assessing practices and revaluation schedules.

EQVs have historically been used as a variable in the allocation of certain state aid distributions, the calculation of various state and county assessments to municipalities, and the determination of municipal debt limits. EQVs are used in some distribution formulas so that communities with lower property values receive proportionately more aid than those with higher property values. In some assessment formulas they are used so that those with lower property values assume proportionately less of the cost than communities with higher property values. The local aid receipt programs using EQV are: Lottery, Public Libraries, Chapter 70, and School Construction Aid. The assessments using EQV are: Boston's Metropolitan Transit Districts, the County Tax, Mosquito Control Projects, and Air Pollution Control Districts.

A municipality's EQV is the sum of the estimated fair market value for each property class plus an estimate of new growth, resulting in values indicative of January 1.



Task: Review and approve school building utilization report

School Building Utilization in Acton and Boxborough

John Petersen <john.s.petersen@verizon.net>

Thu, Dec 13, 2012 at 10:40 AM

To: bpetr@abschools.org, apsc@acton-ma.gov

Cc: Stephen Mills <smills@abschools.org>, Curtis Bates <cbates@boxboroughschool.org>, JD Head <jdhead@abschools.org>, jmneyland@verizon.net, Beth Petr <bpetr@abschools.org>, pkashton@aol.com, macsnomad@yahoo.com, Beth Petr <bpetr@mail.ab.mec.edu>, rsd_study_comm@abschools.org

Dear Acton Public School Committee,

In considering the merger of the Acton Public Schools and Boxborough Public Schools into the Acton-Boxborough Regional School System, I thought it would be a worthwhile exercise to compare the building space utilization in the two systems as part of the facilities planning process. The table below was abstracted from the MSBA report on school building in 2010:

http://www.massschoolbuildings.org/sites/default/files/edit-contentfile/Our%20Programs/2010_Needs_Survey_Report_29April2011.pdf

District Name	School Name	Type	Year	Last	Enrollment	GSF	SF per	Class	Students/	Building	Space	General
	Name		Founded	Renov			Student	rooms	classroom	Condition	Utilization	Environ.
Acton	C. T. Douglas	ES	1965		499	46,300	92	25	19	1	Above	1
Acton	Gates	ES	1968		490	64,000	130	20	24	1	Average	1
Acton	Luther Conant	ES	1971		500	68,000	136	27	18	1	Average	1
Acton	McCarthy-Towne	ES	2002		497	30,880	62	30	16	1	Average	1
Acton	Merriam	ES	2002		628	39,020	65	23	25	1	Above	1
Boxborough	Blanchard	ES	1949		495	75,000	153	35	13	1	Average	1
AB K-6	System				3109	323200	104	160	19			
Acton %					84.1%	76.8%	93.3%		105.0%			
Boxborough %					15.9%	23.2%	147.2%		66.9%			
Acton-Boxborough	ABRHS	HS	1963	2005	1,953	386,000	197	93	21	1	Average	1
Acton-Boxborough	R. J. Grey	MS	1955	2002	977	186,000	190	60	16	1	Average	1

I have added some summary calculations to provide the totals for the K-6 total (students, GSF, classrooms) and averages (SF/student, Students/classroom).

I have also calculated the % of enrollment, GSF for each town and the SF/student and Students/classroom per town as a function of the system average. For information, I have included the building information for RJ Grey and ABRHS.

Sincerely,

John Petersen

Attach0.html

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: 12/14/12
RE: FY14 School Calendar

As you know we have had a long and arduous journey relative to the School calendar for next year. All perspectives have been thoroughly articulated and carefully considered.

On 12/6/12, the Acton Boxborough Regional School Committee voted a calendar for next year that begins before Labor Day and continues to have no school on Rosh Hashanah and Good Friday. It is my recommendation that the Acton Public School Committee adopt the same calendar. Many families have children in both districts so it is most appropriate that both districts have the same calendar.

Acton Public Schools

Acton-Boxborough Regional School District

B) PROPOSED SCHOOL CALENDAR, 2013-2014 (START BEFORE LABOR DAY, WITH RELIGIOUS HOLIDAYS OFF)

Bold Underlined Dates = No School Days

Aug.	M	T	W	T	F	Teachers' mtg. - Aug. 26	Jan.	M	T	W	T	F	Schools Open - Jan. 2
Sept.	26	27	28	29	<u>30</u>	Schools Open - Aug. 27				<u>1</u>	2	3	JH AND HS Early Dis. -
	<u>2</u>	3	4	<u>5</u>	6	No School - Aug. 30		6	7	8	9	10	Martin Luther King Day - Jan. 20
	9	10	11	12	13	Labor Day - Sept. 2		13	14	15	16	17	Kindergarten Change-over - Jan. 21
	16	17	18	19	20	Rosh Hashanah - Sept 5		<u>20</u>	21	22	23	24	School Days - 21
	23	24	25	26	27	HS Late Start -		27	28	29	30	31	
	30					School Days - 22	Feb.	M	T	W	T	F	
Oct.	M	T	W	T	F			3	4	5	6	7	JH AND HS Late Start -
		1	2	3	4			10	11	12	13	14	Presidents' Day - Feb. 17
	<u>7</u>	8	9	10	11	Columbus Day - Oct. 7		<u>17</u>	<u>18</u>	<u>19</u>	<u>20</u>	<u>21</u>	Winter Recess - Feb. 17-21
	14	15	16	17	18	Elem Early Dismissal -		24	25	26	27	28	School Days - 15
	21	22	23	24	25	School Days - 22	Mar.	M	T	W	T	F	
	28	29	30	31				3	4	5	6	7	
Nov.	M	T	W	T	F	Prof. Day - Nov. 5 (no school/students)		10	11	12	13	14	JH AND HS Late Start -
	4	<u>5</u>	6	7	8	Elem Early Dismissal -		17	18	19	20	21	(Possible Prof. Day - Mar 25)
	<u>11</u>	12	13	14	15	Veterans Day - Nov. 11		24	25	26	27	28	School Days - 21
	18	19	20	21	22	Half Day - Nov. 27		31					
	25	26	27	<u>28</u>	<u>29</u>	Thanksgiving Recess - Nov. 28-29	Apr.	M	T	W	T	F	
						School Days - 17			1	2	3	4	Good Friday - April 18
Dec.	M	T	W	T	F			7	8	9	10	11	Spring Recess - April 21-25
	2	3	4	5	6	Jr. High. Early Dis -		14	15	16	17	<u>18</u>	Patriots Day - April 21
	9	10	11	12	13			<u>21</u>	<u>22</u>	<u>23</u>	<u>24</u>	<u>25</u>	School Days - 16
	16	17	18	19	20	Winter Recess - Dec. 24 - Jan. 1		28	29	30			
	23	<u>24</u>	<u>25</u>	<u>26</u>	<u>27</u>	School Days - 16	May	M	T	W	T	F	
	<u>30</u>	<u>31</u>									1	2	
								5	6	7	8	9	
								12	13	14	15	16	Memorial Day - May 26
								19	20	21	22	23	School Days - 21
								<u>26</u>	<u>27</u>	<u>28</u>	<u>29</u>	<u>30</u>	
							June	M	T	W	T	F	
								2	3	4	5	6	Graduation - June 6
								9	10	11	12	13	Last day - June 12 - 19
								16	17	18	19	20	(depending on snow days)
								23	24	25	26	27	School Days - 9
													Total Days = 180 - 185

Note: Yom Kippur is Saturday, Sept. 14, 2013.

No School and Delayed Opening Announcements air on: <http://ab.mec.edu>, TV Channels 4, 5, and 7 and radio stations WBZ and WEIM

Monthly School Committee Meetings are held:

Acton-Boxborough Regional - 1st Thursday, Jr High Library - 7:30 PM;

APS Elementary Schools - 3rd Thursday, Jr High Library - 7:00 PM. See

<http://ab.mec.edu/about/meetings.shtml> for more information.

Recommended

Proposed 12/6/12

C) PROPOSED SCHOOL CALENDAR, 2013-2014 (START AFTER LABOR DAY, SCHOOL HELD ON RELIGIOUS HOLIDAYS)

Bold Underlined Dates = No School Days

Aug.	M	T	W	T	F	
Sept.	26	27	28	29	30	Labor Day - Sept. 2 Teachers' mtg. – Sept 3 Schools Open – Sept. 4 HS Late Start - School Days - 19 30
Oct.	M	T	W	T	F	
		1	2	3	4	Columbus Day - Oct. 7 Elem Early Dismissal - School Days - 22
	7	8	9	10	11	
	14	15	16	17	18	
	21	22	23	24	25	
	28	29	30	31		
Nov.	M	T	W	T	F	
					1	Prof. Day - Nov. 5 (no school/students) Elem Early Dismissal - Veterans Day - Nov. 11 Half Day - Nov. 27 Thanksgiving Recess - Nov. 28-29 School Days - 17
	4	5	6	7	8	
	11	12	13	14	15	Jr. High. Early Dis -
	18	19	20	21	22	
	25	26	27	28	29	
Dec.	M	T	W	T	F	
	2	3	4	5	6	
	9	10	11	12	13	
	16	17	18	19	20	Winter Recess - Dec. 24 - Jan. 1 School Days - 16
	23	24	25	26	27	
	30	31				

No School and Delayed Opening Announcements air on: <http://ab.mec.edu>, TV Channels 4, 5, and 7 and radio stations WBZ and WEIM

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Monthly School Committee Meetings are held:

Acton-Boxborough Regional -1st Thursday, Jr High Library - 7:30 PM;

APS Elementary Schools - 3rd Thursday, Jr High Library - 7:00 PM. See

<http://ab.mec.edu/about/meetings.shtml> for more information.

Total Days = 180 - 185

Proposed 12/6/12

Bold Underlined Dates = No School Days

[illegible]

Note: Yom Kippur is Saturday, Sept. 14, 2013.

No School and Delayed Opening Announcements air on: <http://ab.mec.edu>, TV Channels 4, 5, and 7 and radio stations WBZ and WEIM

Monthly School Committee Meetings are held:

Acton-Boxborough Regional - 1st Thursday - 7:30 PM;

APS Elementary Schools - 3rd Thursday, Jr High Library - 7:00 PM. See Action Boxborough Regional 1st Thursday, Jr High Library - 7:00 PM.

<http://ab.mec.edu/about/meetings.shtml> for more information.

6.8.3

November 2012						
S	M	T	W	T	F	S
28	29	30	31	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	1
2	3	4	5	6	7	8



Holiday Observances in Massachusetts

(Statewide Legal Holidays are in Bold)

This list does not include all religious holidays observed by each faith. State and federal law require schools to make reasonable accommodation to the religious needs of students and employees in observance of holy days. For information on other religious holidays observed by members of religions represented in your school community, please see <http://www.interfaithcalendar.org/> or contact local clergy. School vacations are determined by school districts and charter schools. Contact the local school administration office for details. View contact information for [Massachusetts Schools and Districts](#)

	2012-2013 School Yr.	2013-2014 School Yr.	2014-2015 School Yr.
Eid al-Fitr**	Sun., Aug. 19	Thurs., Aug. 8	Tues., July 29
Labor Day	Mon., Sept. 3	Mon., Sept. 2	Mon., Sept. 1
Rosh Hashanah*	Sept. 17-Sept. 18	Sept. 5-Sept. 6	Sept. 25-Sept. 26
Yom Kippur*	Wed., Sept. 26	Sat., Sept. 14	Sat., Oct. 4
Sukkot*	Mon., Oct. 1	Thurs., Sept. 19	Thurs., Oct. 9
Columbus Day	Mon., Oct. 8	Mon., Oct. 14	Mon., Oct. 13
Ramadan**	July 20-Aug. 18	July 9-Aug. 7	June 29-July 28
Veterans' Day	Sun., Nov. 11****	Mon., Nov. 11	Tues., Nov. 11
Diwali	Tues., Nov. 13	Wed., Nov. 3	Thurs., Oct. 23
Thanksgiving	Thurs., Nov. 22	Thurs., Nov. 28	Thurs., Nov. 27
Eid al-Adha**	Sat., Oct. 26	Tues., Oct. 15	Sun., Oct. 5
Chanukah*	Sun., Dec. 9	Thurs., Nov. 28	Wed., Dec. 17
Christmas Day	Tues., Dec. 25	Wed., Dec. 25	Thurs., Dec. 25
Kwanzaa	Wed., Dec. 26	Thurs., Dec. 26	Fri., Dec. 26
New Year's Day	Tues., Jan. 1	Wed., Jan. 1	Thurs., Jan. 1
Martin Luther King, Jr. Day	Mon., Jan. 21	Mon., Jan. 20	Mon., Jan. 19
Presidents' Day	Mon., Feb. 18	Mon., Feb. 17	Mon., Feb. 16
Chinese New Year	Sun., Feb. 10	Tues., Jan. 31	Thurs., Feb. 19
Ash Wednesday	Wed., Feb. 13	Wed., Mar. 5	Wed., Feb. 18
Vernal Equinox	Wed., Mar. 20	Thurs., Mar. 20	Fri., Mar. 20
Evacuation Day*****	Sun., Mar. 17	Mon., Mar. 17	Tues., Mar. 17
Palm Sunday	Sun., Mar. 24	Sun., April 13	Sun. Mar. 29
Passover *	Tues., Mar. 26	Tues., April 15	Sat. April 4

Good Friday	Fri., Mar. 29	Fri., April 18	Fri., April 3
Easter	Sun., Mar. 31	Sun., April 20	Sun., April 5
Orthodox Good Friday	Fri., May 3	Fri., April 18	Fri., April 10
Orthodox Easter	Sun., May 5	Sun., April 20	Sun., April 12
Patriots' Day	Mon., April 15	Mon., April 21	Mon., April 20
Memorial Day	Mon., May 27	Mon., May 26	Mon., May 25
Shavuot*	Wed., May 15	Wed., June 4	Sun., May 24
Bunker Hill Day*****	Mon., June 17	Tues., June 17	Wed., June 17
Independence Day	Thurs., July 4	Fri., July 4	Sat., July 4

*

According to the Massachusetts Lawyers Diary and Manual, "In addition to dates noted, observant Jews celebrate the second, seventh and eighth days of Passover; the second, eighth and ninth days of Sukkot; and two days of Shavuot. All Jewish holidays begin at sundown, the evening prior to the day of the holiday."

** Due to the lunar calendar these are only approximate dates.

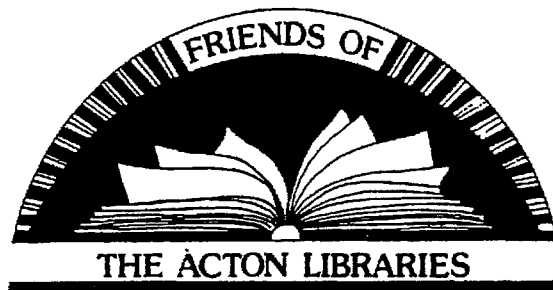
*** Under G.L. c. 4, § 7, cl. 18, legal holidays that fall on a Saturday are observed on that day.

**** Under G.L. c. 4, § 7, cl. 18, a legal holiday shall be observed the day following when said holiday shall occur on Sunday.

***** Previous legal holiday in Suffolk County

Massachusetts Department of
Elementary & Secondary Education

[Print Now | Close Window]



6.9

December 6, 2012

Dr. Steven Mills
Acton Public and Regional Schools
16 Charter Road
Acton, MA 01720

Dear Dr. Mills:

Here is our annual envelope full of checks for all the school libraries. In the past, we have asked permission first, then sent the checks. But this time, we'll take our chances! (Should there be any questions, feel free to contact me at cdomblewski@gmail.com or 978-263-2046.)

As always, these checks represent the work of many volunteers over the course of the entire year. It is our wish that they be used specifically for library purposes: print, nonprint, or equipment.

With kind regards,

Carol Dombrowski, President
Friends of the Acton Libraries

\$4400 for ABRHS
\$2400 for RJGJHS
\$2300 for each elementary school: Conant, Douglas, Gates, McCarthy-Towne and Merriam
($\$2300 \times 5 = \$11,500$)

\$18300 total gift

Merriam School

Eleven Charter Road, Acton, MA 01720

Telephone: 978-264-3371

Email: mmcdowell@abschools.org

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

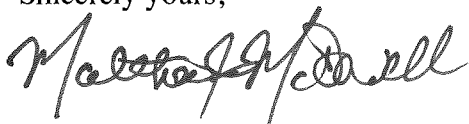
December 5, 2012

Dear Dr. Mills,

The Merriam School has received a grant in the amount of \$1,500 from IBM. IBM gives Community Grants to schools and other organizations where one or more employees volunteer at least 40 hours in a calendar year. We identified a parent who had done this combining time spent in classrooms and in computer lab, on field trips, and working as a room parent. It is our intention to use this money in support of our "Reader's Notebook" professional development activity this year.

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

Sincerely yours,



Matthew McDowell
Assistant Principal
Merriam School

**MONTHLY REPORTING OF
ELL STUDENT POPULATION**

Acton Public Schools
December 1, 2012

Category	Total as of 11/1/2012	Additions	Subtractions	Total as of 12/1/2012
Conant	39	0	0	39
Douglas	23	0	0	23
Gates	14	0	0	14
McCarthy-Towne	31	+2	0	33
Merriam	23	0	0	23
APS TOTAL	130	+2	0	132

**EARLY CHILDHOOD STUDENT POPULATION
MONTHLY REPORTING & PROJECTIONS**

Acton Public Schools

December 1, 2012

	September 1, 2012	Additions For September 2012	Final Total as of September 30, 2012	October 1, 2012	Additions For October 2012	Final Total as of October 31, 2012	November 1, 2012	Additions/ Subtractions For November 2012	Final Total as of November 30, 2012	December 1, 2012	Additions for December 2012	Final Total as of December 31, 2012
<i>SPED</i> 3-Year Olds (In-District)	15	0	15	15	+2**	17	17	+1	18	18	+2	20
<i>SPED</i> 4-Year Old (In-District)	15	0	15	15	0	15	15	0	15	15	0	15
<i>SPED</i> 3-Year Old <i>Tuition in From</i> <i>Boxborough</i>	1	0	1	1	0	1	1	0	1	1	0	1
<i>SPED</i> 4-Year Old <i>Tuition in From</i> <i>Boxborough</i>	1	0	1	1	0	1	1	0	1	1	0	1
<i>Itinerant</i>	7	0	7	7	+4**	11	11	0	11	11	0	11
<i>OOD</i> Preschool	3	0	3	3	0	3	3	0	3	3	0	3
SPED TOTAL	42	0	42	42	+6**	48	48	0	49	49	0	51
<i>*TYPICAL</i> 3-year old (In-District)	23	0	23	23	0	23	23	-3	20	20	0	20
<i>*TYPICAL</i> 4-Year Olds (In-District)	27	0	27	27	0	27	27	27	27	27	0	27
TOTAL	92	0	92	92	+6	98	98	-2	96	96	+2	98

*The school district must ensure that programs are available for eligible students 3 and 4 years of age. The programs must be developmentally appropriate and located in a setting that includes student with and without disabilities (State Requirement 603 CMR 28.06 (7) and Federal Requirement 34 CFR 300.101 (b); 300.124(b); 300.323(b))

**Pending Parent Signature on IEP

12/4/12

7.1.2



Dear Parents and Guardians,

During this holiday season, I wanted to take the time to reflect on the various opportunities for learning that have been provided to our families and staff by Pupil Services during the first three months of school. Although I cannot fully describe all the professional learning in this newsletter, I have included brief summaries and snippets as a way of sharing.

First and foremost, thank you to all the families who came together to make our 6th annual Parent/Guardian Workshop Day on October 29th such a success. This widely attended workshop, **“Social Cognition: Infusing Strategies, Tools and Techniques in the Academic Setting ~ A Language Processing Perspective”**, was given by Pamela Ely, Founder and Director of the Ely Center in Waltham, MA.

Pamela first described how language develops and is influenced by a natural developmental perspective, called play. As each child is different, he/she brings to the setting unique interests, strengths and challenges. Emerging challenges may affect social, behavior, communications and cognitive tasks that in turn, may impede listening, talking, and in-class behaviors. Sometimes, these deficits can be defined as sensory issues, executive functioning or processing issues (language).

However, Pamela emphasized that it is important to use language in context (using and reading facial expressions, making eye contact, monitoring body language, taking the perspective of others, initiating and maintaining conversations, taking turns, and speaking clearly). For example, she created a five-point scale and helped us think through simple tasks for children like “stop, wait, think”. She applied the five-point scale to volume (chaos, group work, conversations, whisper, and silent), to voice/tone (angry, annoyed, neutral, happy/pleased/ excited), to big/little problem (disaster, big problem, problem, little problem, glitch). Practicing the five-point system with guided support can shape behaviors and encourage language processing.

Additionally, participants saw the positive aspects of friendship games (be nice, cheer each other on, give positives, stay with the group, take turns, think about others, help each other). These social interactions are embedded at play, in sport activities, in extra curricular activities, at home and in school. In a sense, wherever the child goes, there are stated and more importantly, for this discussion, unstated rules. With guided support, school and home teach and reinforce these social interactions within the context of play, activities, and classroom learning so that there is consistency and structure for learning and modeling for the future (children can rely on past learning and experience). Basically, what we are trying to achieve is an atmosphere where ample time is given to social pragmatics, expressive language, auditory comprehension, and self-advocacy.

Pamela Ely shared with the audience many ideas for the classroom and home. I have attached her actual slides and would emphasize that her practical tips and ideas are applicable for children of all ages and grades, with or without disabilities.

On November 3rd, through a collaborative effort of local early childhood educators from Acton and surrounding communities, we hosted a presentation by Dr. Peter Gray entitled, **“What Have We Done to Childhood?”** Dr. Gray is Professor Emeritus in the Department of Psychology at Boston College and those fortunate enough to attend were treated to an encouraging and personalized outlook on raising and working with children. Throughout his talk, Dr. Gray presented evidence from the research that children’s playfulness and curiosity are powerful vehicles for education if allowed to function effectively and unfettered. He explained the role of play and curiosity in children’s intellectual, social, moral, emotional, and physical development. There was reflection on the evolution of child’s play from more open ended and child driven, as seen through the middle of the last century, to the highly structured, adult driven and structured experience of most of our children’s play in society today. He emphasized the need to give our children the opportunity to drive and be responsible for their own play and their interactions with peers as a means of self-discovery and growth. Play gives children the opportunity to learn to problem solve on their own. Dr. Gray encourages the unleashing of the instinct to play, which will make our children happier, more self-reliant, more socially involved, more resistant to bullying behaviors, and better prepared for life. While it may be necessary for the adults in the lives of our students with special needs to provide some structure and boundary to play, the essential premise of giving children greater freedom in their play and less constant structure is worth considering.

During the district-wide professional day on November 6th, district paraprofessionals, working in both regular and special education settings, were offered the opportunity to participate in three workshops, designed to extend our professional training to all staff who come in contact with our children (paraprofessionals, bus drivers, etc.). We now include these staff members because we want to ensure that we, as adults, work consistently as one team.

As keynote speaker, I was able to address current issues faced by paraprofessionals in the areas of civil rights (discrimination and harassment), child abuse and neglect (the role and responsibilities of a mandated reporter), bullying prevention and intervention, student records (FERPA, maintaining student confidentiality, email communication), and more. In addition to practical tips for daily use, legal requirements for student support and intervention were shared through hypothetical scenarios. Facilitating discussion through questions and answers was well received by all participants.

With more than 30 years of teaching experiences, Mary Koert and Sally Smith from the EDCO Collaborative offered the paraprofessional group valuable information regarding the role and responsibilities of all teachers as part of an inclusive learning community for students with varying needs. A range of disabilities and disability categories were reviewed in addition to a range of instructional strategies and approaches.

Last but not least, and recognizing that each child carries his/her own identity with varying talents, Dr. Charles D. Brown led paraprofessionals through a pragmatic behavioral workshop designed to help staff understand the cycles of negative student behavior, while applying new strategies for providing behavioral support. Dr. Brown is a licensed practicing psychologist who has presented both nationally and in Europe and has extensive experience treating children with learning, language and behavioral difficulties. Dr. Brown has taught at Tufts University and served as a school psychologist for the Belmont Public Schools for more than 28 years. Participants practiced specific strategies for modifying a child's environment as a way of helping children regulate their emotions, increase frustration tolerance, and participate in learning. The talent and commitment of the district's paraprofessional staff were evident in the overwhelming attendance and participation of this essential group of professionals.

Finally, I wanted parents and guardians to be aware that district administrators were also offered customized professional learning opportunities through three administrative seminars that addressed Pupil Services' related practices and obligations regarding a range of topics that impact the group on a daily basis: navigating inquiries and concerns regarding student records, custody agreements, confidentiality, allegations of child abuse and neglect, and bullying prevention, to name a few. In addition to providing hands on information regarding the pertinent laws and regulations, these seminars also addressed themes of collaboration between home and school. Exposure to these seminars was the sharing of knowledge through discussion and dialogue, rather than an emphasis on the Acton-Boxborough policies. In collaboration with Stoneman, Chandler and Miller, our school special education legal consultants, we were able to bring the latest and current thinking on these topics.

In summary, our workshops balanced practical advice and strategies readily applicable to any environment and we thank our presenters for sharing their expertise with us. In Pupil Services, we are encouraged by your feedback about professional development for staff and parents and have made these types of workshops a priority for reflection, thought and learning. Additionally, we have attached a Pupil Services Booklist that you may find of interest. In closing, I want to take this opportunity to thank all of you as parents and guardians for the continued support of Pupil Services. We are committed to your children's learning.

Happy Holidays,

Liza

Liza Huber
Director of Pupil Services



Co-Chair: Nancy Sherburne (978) 635-0968 nsherburne@mindspring.com
Co-Chair: Bill Guthlein (978) 263-0610 william.guthlein@verizon.net
AB SpEd PAC Website <http://www.abspedpac.org>

MONTHLY ENROLLMENT
ACTON PUBLIC SCHOOLS
ACTON-BOXBOROUGH REGIONAL SCHOOLS
2012-2013 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)	Tot	A	B(1)	Tot	A	B(1)	Tot	A	B(1)	Tot	A	B(1)	Tot	A	B(1)	Tot	A	B(1)	Tot	A	B(1)	Tot	A	B(1)	Tot	A	B(1)	Tot
K	265	43	6	271	43	6	273	43	6	275	43	6	278	43	6	278	43	6	278	43	6	278	43	6	278	43	6	278	43	6
1	312	59	7	319	59	8	320	59	8	318	59	8	320	59	8	320	59	8	320	59	8	320	59	8	320	59	8	320	59	8
2	350	54	8	358	54	8	356	54	8	356	54	8	356	54	8	356	54	8	356	54	8	356	54	8	356	54	8	356	54	8
3	383	53	7	390	53	8	390	53	8	392	53	8	390	53	8	389	53	8	389	53	8	389	53	8	389	53	8	389	53	8
4	355	65	2	357	65	2	356	65	2	356	65	2	356	65	2	356	65	2	356	65	2	356	65	2	356	65	2	356	65	2
5	354	68	2	356	68	2	356	68	2	356	68	2	356	68	2	356	68	2	356	68	2	356	68	2	356	68	2	356	68	2
6	382	76	5	387	76	5	387	76	5	388	76	5	388	76	5	387	76	5	387	76	5	387	76	5	387	76	5	387	76	5
n D.Pre-sch. Ctr	30	0	2	32	0	2	32	0	2	32	0	2	34	0	2	33	0	2	33	0	2	33	0	2	33	0	2	33	0	2
In D.Pre-sch. Int	7	5	0	7	5	0	7	5	0	11	0	11	0	0	11	0	0	11	0	0	11	0	0	11	0	0	11	0	0	11
OOD Pre-sch	3	2	0	3	2	0	3	2	0	3	2	0	3	2	0	3	2	0	3	2	0	3	2	0	3	2	0	3	2	0
O.D. SPED K-6	20	7	0	20	7	0	20	7	0	20	7	0	20	7	0	20	7	0	20	7	0	20	7	0	20	7	0	20	7	0
A.P.S. Total	2461	432	39	2500	433	41	2500	433	41	2517	433	39	2514	433	39	2514	433	39	2514	433	39	2514	433	39	2514	433	39	2514	433	39
7	377	74	11	462	74	11	460	74	11	460	74	11	459	74	11	459	74	11	459	74	11	459	74	11	459	74	11	459	74	11
8	396	71	7	474	71	7	475	71	7	475	71	7	476	71	7	476	71	7	476	71	7	476	71	7	476	71	7	476	71	7
J.H.S. Total	773	145	18	936	145	18	935	145	18	935	145	18	935	145	18	935	145	18	935	145	18	935	145	18	935	145	18	935	145	18
9	413	71	12	496	71	12	491	71	11	489	71	11	488	71	11	488	71	11	488	71	11	488	71	11	488	71	11	488	71	11
10	397	75	7	479	75	7	473	75	7	474	75	7	474	75	7	474	75	7	474	75	7	474	75	7	474	75	7	474	75	7
11	420	106	4	530	106	4	530	107	4	528	107	4	528	106	4	528	106	4	528	106	4	528	106	4	528	106	4	528	106	4
12	381	100	7	488	100	7	486	100	7	484	101	7	484	101	7	484	101	7	484	101	7	484	101	7	484	101	7	484	101	7
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
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
H.S. Total	1611	352	30	1993	352	30	1980	353	29	1975	352	29	1974	352	29	1974	352	29	1974	352	29	1974	352	29	1974	352	29	1974	352	29
Total JHS & HS	2384	497	48	2929	498	48	2915	499	47	2910	498	47	2909	498	47	2909	498	47	2909	498	47	2909	498	47	2909	498	47	2909	498	47
O.D. SPED 7-12	45	9	0	54	9	0	54	9	0	53	9	0	50	9	0	50	9	0	50	9	0	50	9	0	50	9	0	50	9	0
Reg. Total	2429	506	48	2983	507	48	2969	508	47	2963	506	47	2959	506	47	2959	506	47	2959	506	47	2959	506	47	2959	506	47	2959	506	47
A.P.S. Total	2461	432	39	2500	433	41	2500	433	41	2517	433	39	2514	433	39	2514	433	39	2514	433	39	2514	433	39	2514	433	39	2514	433	39
Reg. Total	2429	506	48	2983	507	48	2969	508	47	2963	506	47	2959	506	47	2959	506	47	2959	506	47	2959	506	47	2959	506	47	2959	506	47
Grand Total	4890	506	87	5483	4873	507	4884	508	88	4880	4881	506	4873	4881	506	4873	4881	506	4873	4881	506	4873	4881	506	4873	4881	506	4873	4881	506

All Principals (2)

C. Bates

D. Aicardi

S. Mills

Distribution:

In D. = In District

Pre-School = SPED

P.G. = Post Graduates

Ungr. = Ungraded

O.D. = SPED Out of District

A = ACTON

B = BOXBOROUGH

C = Choice/Staff/Tuition In

Students other than Choice counted under column C:

Staff Students -

Tuition In Students -

Sped Tuition in Students

Staff Children

Case 1 /

CAD, DAD, DBD, GAD, TAD, and MAD
- ALL DAY PROGRAMSActual
Acton Public Schools
2012 - 2013
Dec. 1, 201212/18/2012
8:12 AM

Grade YO	Conant			Total	Douglas			Total	Gates			Total	McCarthy-Towne			Total	Merriam			Total	#Sec.	Avg. S		
	Rm	CAD	CB	CC	2#	DAD	DBD	DC	1#	GAD	GB		TAD	TB	TC	[1]2#	MAD	MB	MC	1#	6#			
K-25	22	18	18	58	20	20	20	60		19	21	40	21	20	21	62	20	19	19	58	278	14	19.9	
	Rm 3	4	5		3	4	5			1	3	3#	113	311	312	[1]1#	224	234	323	3#	8#			
Gr. 1-2	21	22	21	64	21	21	22	64		20	22	21	63	22	22	22	21	21	22	64	320	15	21.3	
	Rm 5	7	8		6	7	8			10	5	6	2#	114	301	302	[3]2#	133	135	231	334	4#	8#	
Gr. 2-2	22	22	23	67	22	22	23	67		22	22	22	66	23	23	23	69	23	22	23	23	360	16	22.5
	Rm 10	17	9	1#	9	10	11	2#		17	7	9	1#	212	213	314	[3]3#	233	321	322	332	1#	8#	
Gr. 3-2	24	24	25	73	24	24	24	72		25	25	25	75	24	25	25	74	24	23	24	24	389	16	24.3
	Rm 18	19	20		12	13	14			18	19	20	1#	115	210	310	[2]1	230	330	331	1#	2#		
Gr. 4-2	23	23	24	70	23	25	24	72		24	24	23	71	25	23	23	71	25	23	24	72	356	15	23.7
	Rm 14	15	16		19	20	21			14	15	16		211	303	313	[2]1#	223	235	335	1#	2#		
Gr. 5-2	24	24	25	73	24	24	24	72		23	23	24	70	23	24	23	70	23	24	25	72	357	15	23.8
	Rm 11	12	13		15	16	17			11	12	13	1#	112	214	215		232	324	333	4#	5#		
Gr. 6-1	26	26	27	79	26	24	26	76		25	26	26	77	26	26	26	78	25	26	26	77	387	15	25.8
	Total Staff				3#				3#			8#					10#				15#	39#		
Total	21	Sec. Averag	23.0	484	21	Sec. Averag	23.0	483		20	Sec. Averag	23.1	462	21	Sec. Averag	23.3	489	23	Sec. Averag	23.0	529	2447	106	23.1
	Range	18	27		20	26		19	26					20	26			19	26				18	27

Grade level totals correct
Distribution by Room not complete

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>

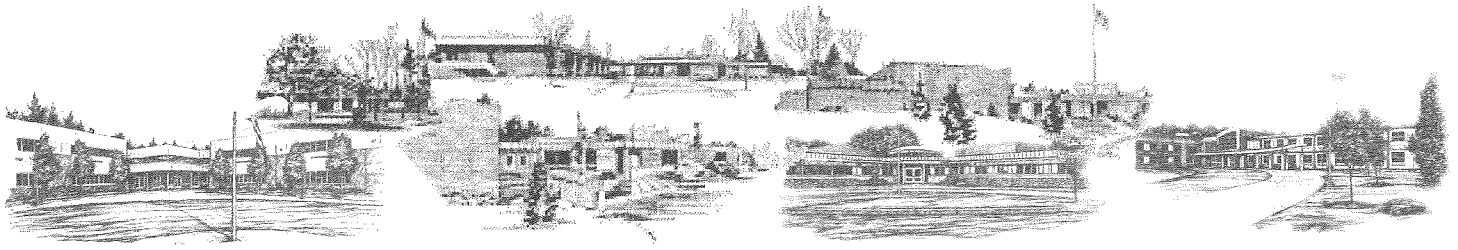
TO: Dr. Stephen Mills, Superintendent
FROM: Deborah Bookis, Director of Curriculum and Assessment
DATE: December 14, 2012
RE: Implementing State Initiatives Response

Over the past several months, we have heard many staff members and administrators express their frustration and concern about the State's simultaneous implementation of new standards, assessments, and educator evaluation. Marc Lewis, 7th grade social studies teacher and President of the Acton Education Association, and I have spoken about this for quite some time and agree that the State's timeline is misguided and unsound. We decided we needed to respond.

Attached is a letter we have sent to our staff and to the following people

- Mitchell Chester, Commissioner, MA DESE,
- Jamie Eldridge, State Senator,
- Cory Atkins and Jennifer Benson, State Representatives, and
- EdWeek (for their commentary section)

In the coming weeks, we'll be reworking the letter for submission to the Beacon, Patch, and Boston Globe so it can be shared with our parent community and general public.



ACTON PUBLIC SCHOOLS ❖ ACTON-BOXBOROUGH REGIONAL SCHOOL DISTRICT

16 Charter Road Acton, MA 01720-2995 Phone: 978-264-4700 Fax: 978-264-3340 <http://ab.mec.edu>

December 12, 2012

When summer ends in America and teachers around the country return to their classrooms, our nation's schools are filled with the excitement and challenges of the new year ahead: meeting new students and discovering who they are as learners and people; welcoming new families into school communities; incorporating new resources, approaches, strategies, and assessments learned over the summer.

Great excitement comes from things that are new. Doing things differently, taking calculated risks, and learning from that process benefit all of us as professionals and advance what we know about schools and learning. We have great hope that the new curriculum standards, the new system of assessment, and the new educator evaluation system Massachusetts schools are required to implement will help improve learning and will serve students well.

None of these initiatives, however, has been proven yet to work. Despite the lack of evidence that these changes will be successful, our educators are required to use the untested new frameworks, assessments, and evaluation system in order to halve proficiency gaps in the next five years. We are terribly concerned that we are not setting up our teachers and schools – and therefore our students – for success.

New Frameworks

Massachusetts has recently adopted two new Frameworks in English Language Arts and Mathematics, based on the Common Core Standards. Because the state applied for and received federal Race to the Top (RTTT) funding, all Massachusetts educators are now required to implement these new frameworks. The state will soon release the new Science, Technology and Engineering standards as well, and teachers will be expected to implement them at the start of the 2014 school year.

Much has been written about concerns in the design of both the Common Core and state frameworks and the cost of their implementation. Whatever one's belief is about the standards, they have been adopted by our state, and we are committed to implementing them as successfully as can be done. To do so, we in Acton and Acton-Boxborough have chosen to focus on what is positive: higher-level comprehension skills, an emphasis on

alternative perspectives and points of view, and cross-curricular literacy. We very much appreciate that the standards do not dictate to our educators how they are to teach. An individual educator's professional judgment, style, and strengths are respected. We are following the advice of Lucy Calkins, who wrote: "You can view the standards as a curmudgeon, or as if they are gold." We believe there are too many curmudgeons already.

New Testing

Twenty-three states, including Massachusetts, have come together in the PARCC consortium, an effort to develop a common set of K-12 assessments in math and English. Our own Education Commissioner, Mitchell Chester, is the chair of the PARCC Governing Board.

While we would argue that teacher-designed measures of student growth are optimal, we also recognize that an outside measure can be useful as one of many data points, so long as care is taken to uncover the story or stories within the data – and that these assessments are used fairly when educators are being evaluated.

We greatly appreciate that our state's new Educator Evaluation System includes the results of state testing as *one of many* measures. However, we would argue that an educator's response to any student assessment should always be included when those assessments are used in evaluation.

New Educator Evaluation System

At the end of 2011, Massachusetts applied for and received a No Child Left Behind (NCLB) waiver. As part of that application, the state agreed to change the Educator Evaluation System. The new system is fundamentally different from those that have been in use in districts across the state for years. All Massachusetts RTTT districts were required to implement the new system this year. As ours are not RTTT districts, we have decided to use this year as a pilot, seeing what elements of the new system work well and what we need to adapt for our particular school systems and for individual school cultures. Unfortunately, most RTTT districts were not afforded this same opportunity.

Though it remains to be seen whether or not the new system has a positive impact on student learning (we prefer this term over "achievement," since there are so many skills that cannot be quantified and yet contribute greatly to the learning process), we are optimistic. We have already been part of more conversations about teaching and learning and have witnessed more administrators in classrooms than we've observed in our collective 25 years in the districts. These are very positive changes.

Implementation

We are not opposed to any of these initiatives individually, and being asked to implement them simultaneously has not shaken our resolve to try our best to implement them well. We will "try" because we know that asking our educators to change so much at once feels overwhelming and can feel discouraging and disempowering. We've begun to create more

deliberate collaborative time so that our educators and administrators can work together, continuing to do wonderful things for students in this very rapidly changing educational environment.

But that's where our ability to remain positive ends.

The Massachusetts NCLB waiver requires our educators to halve proficiency gaps by 2017. This is an admirable and, in itself, a reasonable goal. It would feel reasonable and just and fair if, in the six years between 2011 and 2017, **the three Frameworks assessed weren't changing and the assessments used to determine achievement and growth weren't changing.** In 2014, when you add that **a portion of teachers' evaluations will be based on these test scores** – none of which has shown to measure student learning – we experience a profound sense of injustice for our educators.

How can we be asking educators to fly the plane while simultaneously designing and creating a new plane, all while teaching *children* (not *standards*), and then tell them they'll be accountable for scores **based on the old plane**? How is this fair? How is this just? How is this good for kids? Never mind that we don't yet know if the new plane will even work.

We are experiencing a collision of good intentions, where the state's misguided timeline is not only creating an environment at the local level of anxiety and unease, but also interfering with our ability to implement the initiatives in a way that best serves our students. We offer an alternative.

For the next two years, allow our educators the time needed to implement the three new Frameworks, requiring changes in materials, instruction, and assessments. Provide our educators the opportunity to incorporate the new test results into their data collection and teaching. Grant our educators and administrators the time to realize the impact of the new evaluation system. Monitor school and district test results for the next two years, and then, when we begin using the new test in 2014 and the calibration between the old and the new has been done, set the proficiency-gap-closing targets.

We all want each generation of plane to be better than the last. If this new plane is to be carefully designed and assembled, to be built well, we cannot rush its construction. Give us time to build the new plane. We want that plane to soar.

Sincerely,



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