

To: Stephen Mills
 From: Larry Dorey
 Re: Discipline Report for June, 2013
 Date: 6/27/2013

There were 7 discipline referrals to the administration during the month of June, 2013. This total is down from 27 last year. 1 student was suspended this month, while 23 students were suspended during June, 2012

Suspensions for June, 2013

Infraction	2009	2010	2011	2012	2013
Abusive Language	1				
Drug Distribution					1*
Disruptive/Uncooperative Behavior				22	
Drug Possession		1			
Fighting		2			
Harassment	1	1			
Insubordination				1	
Truancy Issues					
Total	2	4	0	23	1*

* Expulsion hearing to be conducted.

A list of all infractions for the month of June, 2013 appears on the backside of this page.

c: Alixe Callen

Other Infractions for June, 2013

Infraction	2009	2010	2011	2012	2013
Abusive Language	1		1		
Abusive Language		1			
Academic Integrity	6		5		
Bus Discipline Issues	4		2		
C.H. Alcohol			1	2	
Disrespectful Behavior	1				
Disruptive/Uncooperative Behavior	4	1		22	1
Drug Distribution					1
Drug Paraphernalia		1			
Drug Possession		1			
Fighting		2			
Forgery					1
Harassment	1	1		1	
Insubordination				1	
Leaving School Grounds	2		2		
Non Compliance w/school rules	1				
Other	2		1	1	1
Out of School Issue	1				
Tardy to School					2
Teasing			2		
Threatening					1
Truancy	2		3		
Total	25	8	17	27	7

R.J. Grey Junior High School

To: Steve Mills
 From: Allison Warren and Jim Marcotte
 Re: Discipline Report for June 2013
 Date: June 27, 2013

There were 13 discipline referrals/concerns (including requests from teachers for assistance) reported to the Administration during the month of June. There were 4 suspensions this past month.

	<u>Jun-08</u>	<u>Jun-09</u>	<u>Jun-10</u>	<u>Jun-11</u>	<u>Jun-12</u>	<u>Jun-13</u>
<i>Total Discipline Referrals Reported</i>	34	39	19	12	8	13

	<u>Jun-08</u>	<u>Jun-09</u>	<u>Jun-10</u>	<u>Jun-11</u>	<u>Jun-12</u>	<u>Jun-13</u>
Total Suspensions	2	5	3	1	0	4
drug-related incident						
fighting			2			
harassment (non-sexual)		1				
inappropriate/disruptive/disrespectful behavior		2				2
non-compliance with school rules	1					
physical aggression	1	1	1			
possession/sale of illegal substance						
sexual harassment				1		
stealing						2
threatening		1				
Truancy						

	<u>Jun-08</u>	<u>Jun-09</u>	<u>Jun-10</u>	<u>Jun-11</u>	<u>Jun-12</u>	<u>Jun-13</u>
Total Other Infractions	32	34	16	11	8	9
abusive language/profanity	1					2
bus discipline	1	2				
Academic integrity	1	2			1	
class/school truancies	6	1		1		
computer violation						
dangerous behavior						
defacing property/vandalism						
disruptive behavior (classroom, cafeteria, hallway)	17	21	10	1	5	3

fighting						
harassment (non-sexual)/bullying/teasing		5				
non-compliance with school rules	5		4	1	1	4
out of school issue						
physical aggression				2		
sexual harassment		1				
stealing						
threatening						
uncooperative/disrespectful behavior	1	2	2	6	1	
other						

The referrals/concerns generally were quickly resolved and no further intervention was required.

Staff Children

Case []

CAD, DAD, DBD, GAD, TAD, and MAD

- ALL DAY PROGRAMS

Projections
Acton Public Schools
2013-2014
8/16/13 2:13 PM

8/16/13
2:13 PM

Grade	YOG	Conant			Douglas			Gates			McCarthy-Towne			Total			Merriam			Incom	Total	# Sec.	Avg. S	
	Rm	CAD	CB	CC	2#	Total	DAD	DBD	DC	GAD	GB	1#	Total	Case +	TAD	TB	TC	[1]3#	MAD	MB	MC	1#	New	7#
K-26		20	21	21	62	20	21	20	61		20	20	40		20	21	20	61	20	20	21	61	0	285
	Rm 3	4	5	2#	3	4	5	1#		1	3				113	311	312	[1]2#	224	234	323	1#	6#	
														Case +	22	23	24	69						
Gr. 1-25	21	22	22	65	22	23	22	23	67	22	23	45		22	23	23	68		21	21	22	64	0	309
	Rm 5	7	8		6	7	8			10	5	6	3#		114	301	302	[32]12#	135	231	334	3#	8#	
Gr. 2-24	22	22	22	66	21	22	21	22	64	21	21	22	64		21	22	22	65	22	22	23	67	0	326
	Rm 10	17	9		9	10	11			17	7	9	2#		212	213	314	[5]2#	133	321	332	4#	8#	
														Case +	25	27	24	76						
Gr. 3-23	23	24	24	71	23	23	23	23	69	23	24	24	71		23	24	24	71	22	23	23	91	0	373
	Rm 18	19	20	3#	12	13	14	2#		18	19	20	1#		115	210	310	[2]3#	233	230	330	331	7#	
Gr. 4-22	24	24	24	72	24	24	24	25	73	24	24	25	73		23	23	23	69	23	23	24	93	0	380
	Rm 14	15	16		19	20	21			14	15	16	1#		211	303	313	[2]	223	235	335	1#	2#	
Gr. 5-21	24	25	25	74	24	24	24	25	73	24	24	24	72		24	24	24	72	23	23	24	70	0	361
	Rm 11	12	13		15	16	17			11	12	13			112	214	215	1#	232	324	333	1#	2#	
Gr. 6-20	24	24	25	73	23	24	24	24	71	24	24	24	72		23	23	24	70	24	24	24	72	0	358
	Total Staff			5#		3#						8#			[14]	Average	23.5	493				11#	40#	
Total	21 Sec.	Average	23.0	483	21 Sec.	Average	22.8		478	19 Sec.	Average	23.0	437		21 Sec.	Average	22.7	476	23 Sec.	Average	22.5	518	0	2392
	Range	20	25			20	25			20	25			20	20	24				20	24		20	

Acton Public Schools

Acton-Boxborough Regional School District

SCHOOL CALENDAR, 2013-2014

Bold Underlined Dates = No School Days

*Parent/Guardian Conferences
** Professional Learning for Staff

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	30	Schools Open - Aug. 27				1	2	3	**JH AND HS Early Dis. - Jan 7
	2	3	4	5	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		20	21	22	23	24	School Days - 21
	23	24	25	26	27	School Days - 22		27	28	29	30	31	
	30						Feb.	M	T	W	T	F	
Oct.	M	T	W	T	F			3	4	5	6	7	**JH AND HS Late Start - Feb 10
		1	2	3	4			10	11	12	13	14	Presidents' Day - Feb. 17
	7	8	9	10	11	Columbus Day - Oct. 14		17	18	19	20	21	Winter Recess - Feb. 17-21
	14	15	16	17	18	*Elem Early Dismissal - Oct 29		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	(Possible Prof. Day - Mar 25)
				1		*Elem Early Dismissal - Nov 13		17	18	19	20	21	School Days - 21
	4	5	6	7	8	Veterans Day - Nov. 11		24	25	26	27	28	
	11	12	13	14	15	Half Day - Nov. 27		31					
	18	19	20	21	22	Thanksgiving Recess - Nov. 28-29							
	25	26	27	28	29	School Days - 17	Apr.	M	T	W	T	F	**JH AND HS Late Start - Apr 8
Dec.	M	T	W	T	F			1	2	3	4		Good Friday - April 18
	2	3	4	5	6	*Jr. High. Early Dis - Dec 17, Dec 19		7	8	9	10	11	Spring Recess - April 21-25
	9	10	11	12	13			14	15	16	17	18	Patriots Day - April 21
	16	17	18	19	20	Winter Recess - Dec. 23 - Jan. 1		21	22	23	24	25	School Days - 16
	23	24	25	26	27	School Days - 15	May	M	T	W	T	F	
	30	31											
								5	6	7	8	9	
								12	13	14	15	16	Memorial Day - May 26
								19	20	21	22	23	School Days - 21
								26	27	28	29	30	
							June	M	T	W	T	F	
								2	3	4	5	6	Graduation - June 6
								9	10	11	12	13	Last day - June 13
								16	17	18	19	20	(plus one for each unscheduled no school day)
								23	24	25	26	27	School Days - 10
													Total Days = 180

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.

APPROVED - 12/28/12 & 6/6/13 (no school on 12/23/13 and school ends 6/13/14)

13.4

SCHOOLS OPEN

Tuesday, August 27, 2013*

* With the exception of
8th, 10th, 11th, & 12th graders, who start on Wednesday, August 28th

Acton-Boxborough Regional Schools

HIGH SCHOOL 7:23 a.m. - 2:18 p.m.

JUNIOR HIGH 7:30 a.m. - 2:06 p.m.

Acton Public Schools

CONANT, McCARTHY-TOWNE, MERRIAM

8:30 a.m. - 2:45 p.m.
(Thursdays - 12:15 p.m. dismissal)

Kindergarten

AM Session (M,T,W,F) - 8:30 a.m. - 11:15 a.m.
(Thursday schedule - 8:30 a.m. - 12:15 p.m.)
PM Session - 12 noon - 2:45 p.m.
(No PM session on Thursdays)

DOUGLAS & GATES

9:15 a.m. - 3:30 p.m.
(Thursdays - 1:00 p.m. dismissal)

Kindergarten

AM Session (M,T,W,F) - 9:15 a.m. - 12 noon
(Thursday schedule - 9:15 a.m. - 1:00 p.m.)
PM Session - 12:45 p.m. - 3:30 p.m.
(No PM session on Thursdays)

Acton School Lunch Price: \$2.75
Acton-Boxborough School Lunch Price: \$2.50
Milk only: \$.50

*****Direct Phone Numbers *****

Conant: 978-266-2550 Douglas: 978-266-2560 Gates: 978-266-2570
All other schools: 978-264-4700

06/12/13

Open House Dates - Fall 2013 4/12/13

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CONANT - Sept. 16, 7-8 pm, gr. 4-6
Sept. 17, 7-8 pm, gr. K-3

DOUGLAS - Sept. 10

6-6:45 pm - Grades 3 & 4

7-7:45 pm - Grades 5 & 6

Sept. 17

6-6:45 pm - All Kindergartens

7-7:45 pm - Grades 1 & 2

GATES - Sept. 24

6:00-6:45 pm - Grades 5 & 6

7:00-7:45 pm - Grades 1 & 2

Sept. 25

6:00-6:45 pm - Grades 3 & 4

7:00-7:45 pm - ADK & AMK

McTOWNE - Sept. 25, 6:00 p.m.

MERRIAM - Sept. 17

6:00 pm - Kindergarten 7:00 pm - Gr 1-6

JUNIOR HIGH - Wednesday Sept. 18, 7:00 pm
HIGH SCHOOL - Thursday, Sept. 26, 6:50 pm

**ACTON and ACTON-BOXBOROUGH REGIONAL
SCHOOL COMMITTEE MEETINGS
2013-2014**

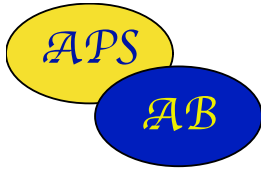
Meetings are held in the R.J. Grey Junior High School Library unless otherwise indicated.
Acton-Boxborough Regional School Committee meetings are usually held on the first Thursday of the month;
Acton Public School Committee meetings are usually held on the third Thursday.
ABRSC Meetings start at 7:30 p.m.. APSC Meetings start at 7:00 p.m. unless otherwise noted.
All materials are posted at <http://ab.mec.edu/about/meetings>.

July 9 (Tues)	Joint School Committee Annual Workshop – 6:00 pm
August 22	Joint School Committee followed by Acton-Boxborough Regional School Committee, followed by Acton School Committee – 7:00 pm
September 10 (Tues)	Acton-Boxborough Regional School Committee (9/5/ is no school)
September 19	Acton School Committee – Education Report from
October 3	Acton-Boxborough Regional School Committee
October 17	Acton School Committee – Education Report from
November 7	Acton-Boxborough Regional School Committee
November 21	Acton School Committee – Education Report from
December 5	Acton-Boxborough Regional School Committee
	Education Report from
December 19	Acton School Committee
January 7 (Tues)	Acton-Boxborough Regional School Committee
January 16	Acton School Committee
January 25 (Sat)	Joint School Committee Budget Saturday – 9 am – 2 pm
February 6	Acton-Boxborough Regional School Committee
	(open budget hearing-required by law)
February 13	Acton School Committee (open budget hearing-required by law)
March 6	Acton-Boxborough Regional School Committee
	Education Report from
March 20	Acton School Committee – Education Report from
March 27	Joint APS/ABRSC School Committee (serves as April meetings)
May 1	Acton-Boxborough Regional School Committee
May 15	Acton School Committee – Education Report from
June 5	Acton-Boxborough Regional School Committee
June 19	Acton School Committee

Note: Acton Town Meeting begins April 7. Boxborough Town Meeting begins May 12.

6/14/13

<http://ab.mec.edu/about/schoolcommittee>



ACTON PUBLIC SCHOOLS
ACTON-BOXBOROUGH REGIONAL SCHOOLS
16 Charter Road, Acton, MA 01720
<http://ab.mec.edu/>

Telephone: (978) 264-4700
Fax: (978) 264-3340

PARENT COMMUNICATION MAP

2013-2014

Dear Acton and Acton-Boxborough Parents/Guardians,

The school districts always seek to promote good communication – with parents/guardians, the civic and business community, the Town, and within and among the schools themselves. This *Parent Communication Map* is a tool that facilitates good communication.

While some types of communication – for example, congratulations – engender little or no confusion, other categories can sometimes lead to unnecessary misunderstanding, conflict, or frustration. The purpose of the "map" is to prevent some of the more avoidable communication problems. Also, there is a wealth of information on the website that may provide the answers without any further effort.

We expect that the *parent communication map* will help parents to obtain assistance when they have questions, comments or concerns about the educational program or some aspect of their children's school experience. The map indicates where parents should begin with various kinds of queries, concerns or ideas. Many issues can be addressed through this initial contact. In the "referral" column, the map also lays out the next step parents may take if their problem is not resolved or their question cannot be answered through the initial contact. The structure of the map is grounded in one underlying principle: If the solution to a problem is achieved at the level closest to that problem, the result will be more effective and lasting.

The Acton Public Schools and the Acton-Boxborough Regional School District are two distinct entities. This *communication map* indicates how you should pursue questions or concerns within each of these two distinct organizational structures. If you know the name of the person you are supposed to contact, you may call (978) 264-4700 and connect to that individual through our automated telephone system, or you may call your school directly.

We would like to emphasize the importance of the map structure when it comes to classroom inquiries. At fall open houses and back-to-school nights, or even earlier via memo or other communication, your children's teachers will provide you with information about how to contact them. Please bring to the teacher first any question related to classroom issues. Supervisors and administrators are willing to listen to questions and concerns related to classroom issues, but if you haven't spoken to the teacher yet, they will ask you to begin there. Most problems can be resolved when parents take this initial step. Teachers are interested in the concerns of parents and want to address those concerns in an open and professional manner.

If you have any suggestions after you have "road tested" our map, please don't hesitate to share them with us. Thank you.

I wish you well in the upcoming school year.

Sincerely,

Stephen E. Mills, Superintendent
August 2013

ELEMENTARY SCHOOLS

NATURE OF CONCERN	CATEGORY	INITIAL CONTACT	REFERRAL
Policy	Schoolwide	Principal	Superintendent
Student Registration	School Registration and Placement	Registrar	Director of Personnel and Admin. Services
	Classroom Placement	Principal	
Student Records	Content/Availability	Principal	Director of Pupil Services
Transfers	Within School District (Not Out of District)	Principal/Registrar	Director of Personnel and Admin. Services
Transportation	Busing/Crossing Guards	Principal	Director of Facilities and Transportation
Teaching/Instruction	Performance	Teacher	Principal
Student Progress	Academic Progress	Teacher	Principal
	Social Development	Teacher/Counselor	Principal
Discipline	Classroom	Teacher	Principal
	Lunchroom	Teacher	Principal
	Playground/Recess	Teacher	Principal
Curriculum	Content	Teacher	Principal/Specialist/Department Head
	Content/Policy	Special Subject Teacher	Specialist/Director of Curriculum and Assessment
	Policy	Teacher	Principal/Director of Curriculum and Assessment
Special Learning Needs	Regular Education/ Special Needs	Counselor/Special Educator	Counseling Chairperson/Coordinator of Special Education/ Director of Pupil Services
	APS Preschool Screening	Coordinator of Early Childhood	Director of Pupil Services
	Transportation	Special Educator	Early Childhood Coordinator/ Coordinator of Special Education/ Director of Pupil Services
	Kindergarten Screening	Kindergarten Teacher	Principal/Director of Pupil Services
Counseling	Program/Performance	Counselor	Principal/Counseling Chairperson/ Director of Pupil Services
Instrumental Music	In-school Lessons	Instrumental Music Specialist	Director of Performing Arts
Extended Day Opportunities	Programs	Community Education	Community Education Director
	Registration Information		
Private Tutoring	Referrals	On-line Tutoring Database http://ab.mec.edu/	Director of Curriculum and Assessment
Health	Medical Issues	School Nurse	Chairperson of Nursing/ Director of Pupil Services
On-line Emergency Card	School-related	Principal	Information Management Specialist

SECONDARY SCHOOLS

NATURE OF CONCERN	CATEGORY	INITIAL CONTACT	REFERRAL
Student Registration	School-related	Registrar in School Counseling Office	Principal
Policy	School-related	Principal	Superintendent
Administrative Decision	School-related	Principal	
Discipline	School-related (including attendance and tardiness)	HS: Dean of Students → Associate Principal // JHS: Assistant Principal	Principal
Transportation	Regular Special Needs	HS: Dean of Students → Associate Principal // JHS: Assistant Principal Counselor/Special Educator	Director of Facilities and Transportation Coordinator of Special Education/ Director of Pupil Services
Personal or school-related issues that may impact educational performance	Counseling	HS: Counselor → Dean of Students → Associate Principal JHS: Counselor or Assistant Principal	Counseling Department Chairperson/ Director of Pupil Services Principal
Student Records	Content/Availability	Counselor	Counseling Chairperson Coordinator of Special Education Director of Pupil Services
Student Progress	Classroom issues: grades/academic concerns; pupil/teacher relationships	Classroom Teacher	Counselor/Department Leader Assistant Principal/Principal
Scheduling	Placement/programs: schedules, placement, college/postgraduate admissions, career planning	Counselor	Counseling Department Chairperson/ Director of Pupil Services Assistant Principal/Principal
Special Learning Needs	Regular Education and Special Needs	Counselor/Special Educator	Counseling Department Chairperson/ Coordinator of Special Education/ Director of Pupil Services
Curriculum: course content Placement: policy information and advice Approval for credit	Departmental	RDL (Regional Department Leader) BDL (Building Department Leader)	Director of Curriculum and Assessment
Health	Medical Issues	School Nurse	Chairperson of Nursing/ Director of Pupil Services
Athletics	Schedules Team Activities	Coach	Athletic Director
Curriculum and Instruction	Systemwide	Director of Curriculum and Assessment	Superintendent
Private Tutoring	Referrals	On-line Tutoring Database http://ab.mec.edu/	Director of Curriculum and Assessment
Home/Hospital Programming	Regular Education and Special Needs	Counselor/Special Educator	Counseling Department Chairperson/ Director of Pupil Services Assistant Principal/Principal
On-line Emergency Card	School-related	Principal	Information Management Specialist

Any concern should be directed first to the teacher, counselor or principal, using the charts provided inside. Should further information and assistance be needed, the following directory may be used. Call (978) 264-4700 to reach all departments.

ELEMENTARY CONTACTS

LEVEL I – SYSTEMWIDE SPECIALISTS

Curriculum Specialists: Jean Oviatt-Rothman and Tina Bloom,
Math: Eileen Sullivan, Science, Social Studies, Health

SPECIAL SUBJECTS

Reading Specialists: Amy Barrett, Kerry Cusick,
Noel Powers, Renee Luttati, Sharon Ryan
Art Teachers: Melissa Hayes, Celia Knight, Anne Kress,
Heidi Kupferman, Beth Warner
Music Teachers: Peter Broggi, Jillian Gilfoil, Chris Porth,
Kerrin Stewart, Kim Ward
Physical Education Teachers: William Chan, Nicole Embry,
David James, Mary O'Brien, Jill Reed
Special Education Staff: Check with each building

LEVEL II – PRINCIPALS

Conant School: Damian Sugrue
Douglas School: Christopher Whitbeck
Gates School: Lynne Newman
McCarthy-Towne School: David Krane
Merriam School: Ed Kaufman

PROGRAM MANAGERS

Elementary Principals: See above
Title I Coordinator: Deborah Bookis, Director of Curriculum
and Assessment
Special Needs/ESL: Lynne Laramie, Coordinator of
Pupil Services
Counseling/Psychological Services: Hilary Bonnell, Chairperson
Preschool Services: Joseph Gibowicz, Early Childhood
Coordinator
ELE Services: Suzanne Szwarczewicz, Chairperson
Nursing Services: Diane Spring, Elementary Chairperson
Health Education: Eileen Sullivan
World Languages: Claire Dix, RDL, ABRHS
Visual Arts: Diana Woodruff, Director
Performing Arts: Mark Hickey, Director
Physical Education: David James, Chairperson
Out-of-District Coordinator: Matthew Kidder

SECONDARY CONTACTS

LEVEL I – SYSTEMWIDE SPECIALISTS

Regional Department Leaders located at the High School

English Language Arts RDL: Dianne Telicki
Math RDL: Bill Noeth
Science RDL: David Palmer
Social Studies RDL: Pam Lynn
World Languages RDL: Claire Dix
Alternative Programs Chairperson: Carol Moser-Wight, Interim

Junior High Department Leaders (JHDL)

English Language Arts Contact Person: Melanie Scalice
Math: Philip Stameris
Science: Mary-Frances Doiron
Social Studies: Lynne Bover
World Languages: Robin Crown

LEVEL II – PROGRAM MANAGERS

High School Interim Principal: JoAnn Campbell
High School Associate Principal: Beth Baker, Interim
High School Associate Principal: Larry Dorey
High School Dean: Steve Martin
High School Dean: Maurin O'Grady
Junior High School Principal: Andrew Shen
Junior High School Asst. Principal: Jim Marcotte
Junior High School Asst. Principal: Allison Warren
Title I Coordinator: Deborah Bookis, Director of Curriculum
and Assessment
Special Needs/ESL/Academic Support: Mary Emmons,
Coordinator of Pupil Services
Counseling/Psychological Services: Todd Chicko, Chairperson
Nursing Services: Diana McNicholas, Secondary Chairperson
Visual Arts: Diana Woodruff, Director
Music/Performing Arts: Mark Hickey, Director
Athletics: Steve Desy, Director
Summer School: Chris Clinton, Director
Physical/Health Education: David James, Chairperson
Out-of-District Coordinator: Matthew Kidder

LEVEL III – CENTRAL AND SYSTEMWIDE OFFICES

Deborah Bookis, Director of Curriculum and Assessment
Marie Altieri, Director of Personnel/Administrative Services
Liza Huber, Director of Pupil Services
Donald Aicardi, Director of Finance
Amy Bisiewicz, Director of Educational Technology

Kirsten Nelson, Coordinator of Food Services
John D. Head, Director of Transportation and Facilities
Erin Bettez, Director of Community Education
Marty Finnegan, CASE Transportation Administrator

Stephen E. Mills, Superintendent of Schools
email address: smills@abschools.org

ACTON PUBLIC / ACTON-BOXBOROUGH REGIONAL SCHOOLS
15 Charter Road, Acton, MA 01720
978-264-4700

13.6

August, 2013

Dear Parents and Guardians:

From time to time, many families face financial difficulties. In an already tough economy, school related dues and fees may compound family stressors. If your family is experiencing a financial hardship, you or your child can make a request for assistance. Once contact has been made, you will *also* be asked to fill out an "Application for Financial Assistance" form for various types of financial relief.

Category	Area	Types of Assistance			Forms and/or Information available from
		Reduced	Free	Waived	
Lunch	Lunch	x	x		Principal, Assistant Principal, School Secretary, Counselor, Food Service Director
Tuition	All-Day Kindergarten	x		x	Principal, School Secretary, Counselor
	Acton Public Schools Preschool	x		x	Early Childhood Coordinator, Classroom Teacher
	Community Ed. Extended Day and/or Preschool program	x			Principal, Assistant Principal, School Secretary, Counselor, Community Education
	Summer school	x		x	Principal, Assistant Principal, School Secretary, Counselor
Fees	Elementary schools' before- and after-school programs	x		x	Principal, School Secretary, Counselor
	Music programs	x		x	Music Director, Principal, Assistant Principal, School Secretary, Counselor
	Inter-scholastic athletics	x		x	Coach or Athletic Director, Principal, Assistant Principal, School Secretary, Counselor
	Field trips, school-sponsored events, Project Wellness, & Senior Dues	x	x		Principal, Assistant Principal, School Secretary, Counselor
	P5AT, SAT I/II, AP exams, and college applications*	x		x	Counselor, Assistant Principal
Tickets	Special events			x	Principal, Assistant Principal, School Secretary, Counselor
Scholarship	Local needs-based college scholarship awards	Partial Scholarship			Counselor, Assistant Principal

* Note: These supports are offered by the testing companies and by some colleges – *not by the public schools.*

Please be aware that Laura Ducharme, the Town's Community Services Coordinator, is an excellent resource and advisor for the many services and supports available in our area. Ms. Ducharme can be reached at 978-929-6651 and/or by email, lducharme@acton-ma.gov. The Acton Food Pantry is also a resource for town residents, accessible by calling 978-635-9295. For those who may already be receiving subsidized housing, additional supports are available through the Acton Housing Authority at 978-263-5339.

Finally, for further information on school or community services, assistance can be just a phone call away by calling Julie Towell, the Pupil Services Liaison, at 978-264-4700 ext. 3267, or via email at jtowell@abschools.org. All information is kept confidential.

Sincerely,

Elizabeth Huber
Director of Pupil Services



13.7

Beth Pickeringcook@andersonkreiger.com

SAVE THE DATE

1 message

Mary deAlderete <mdealderete@acton-ma.gov>

Tue, Aug 6, 2013 at 10:36 AM

Reply-To: Clerk Department <Clerk@acton-ma.gov>

To: All Boards and Committees <AllBoardsandCommittees@acton.local>

Cc: Eva Szkaradek <eszkaradek@acton-ma.gov>, Katelyn Huffman <khuffman@acton-ma.gov>, Nina Pickering Cook <npickeringcook@andersonkreiger.com>, Stephen Anderson <sanderson@andersonkreiger.com>

To All,

Town Counsel has prepared an updated Open Meeting Law Training Session and attendance is **MANDATORY** for **ALL** Board and Committee members.

Two sessions will be offered for your convenience.

You may choose to attend either **Wednesday, September 18th** or **Wednesday, September 25th** starting at 7:00 PM to approximately 9:00 PM in the Acton Boxborough High School Auditorium.

If you have specific OML questions or topics that you would like us cover in this training, please let us know so that we may include them.

Please RSVP the Clerk's Office as soon as possible to let us know your choice of evening.

Best regards,

Mary de Alderete

Asst. Town Clerk



Strength in diversity. Quality through collaboration.

13.8

*Colleen Dolan, Executive Director
Judith Vaillancourt, Associate Executive Director
Dean P. Poirier, Chief Financial Officer
Thomas F. Markham, III, Director of Contracts and Human Resources
Eileen McSwiney, Director, Seefurth Educational Center
Eric Halloran, Director of Informational Technology*

July 15, 2013

Stephen Mills
Superintendent
Acton Public Schools
16 Charter Road
Acton, MA 017520

Dear Mr. Mills:

I am pleased to transmit to you the EDCO Collaborative's fundamental financial management documents for Fiscal Year 2013-2014 as approved by the Board of Directors. In compliance with the Board Policy, enclosed please find the amended and final budget, the program tuition rate sheet and the membership assessments for FY14.

Please share this material with your School Committee in an effort to inform and advise all constituencies about the ongoing work and evolving role of the EDCO Collaborative in support of member districts' students and teachers. Also, if any questions arise during the review of these documents, please do not hesitate to contact Colleen Dolan, Executive Director, at 617-738-5600 or via email at cdolan@edcollab.org. Ms. Dolan or other members of the senior staff would be please to answer any questions and/or arrange for a presentation before your School Committee.

Thank you for your continued support of the EDCO Collaborative and best wishes for a successful new school and fiscal year.

Sincerely yours,

A handwritten signature in black ink, appearing to read "David A. King", with a stylized flourish at the end.

David A. King
Treasurer

**EDCO COLLABORATIVE
BOARD OF DIRECTORS BUDGET FOR 2013 - 2014**

	FY13 Approved Budget	FY14 Projected Budget Approved 5/9/13	FY14 Projected Budget Amended 6/13/13	Net Shifts Program Costs in FY14 Budgets	% Shift
Administration - Revenue					
Admin Allocation - Dead & Hard of Hearing, 12%	\$ 138,491	\$ 134,161	\$ 132,011	\$ (2,150)	-1.6%
Admin Allocation - Int. Assess/45 Day Program 12%	\$ 23,534	\$ 28,822	\$ 30,292	\$ 1,470	5.1%
Admin Allocation - Manville, 12%	\$ 57,799	\$ 56,629	\$ 59,332	\$ 2,703	4.8%
Admin Allocation - Manville, Summer, 12%	\$ 3,708	\$ -	\$ 4,857	\$ 4,857	100.0%
Admin Allocation - North Crossing, 12%	\$ 64,911	\$ 30,642	\$ 59,608	\$ 28,966	94.5%
Admin Allocation - North Crossing, Summer, 12%	\$ 2,750	\$ -	\$ 4,018	\$ 4,018	100.0%
Admin Allocation - Youth Alternative BPS, 8.2%, 5%	\$ 42,971	\$ 31,447	\$ 29,588	\$ (1,859)	-5.9%
Admin Allocation - Wrentham Developmental, 5%	\$ 83,493	\$ 86,890	\$ 86,890	\$ -	0.0%
Admin Allocation - SESPP, 7%	\$ 23,450	\$ 23,450	\$ 23,450	\$ -	0.0%
Admin Allocation - MA Migrant Educ Program, 5%	\$ 72,214	\$ 66,914	\$ 66,914	\$ -	0.0%
Admin Allocation - MMEP/SOSY, 5%	\$ 2,857	\$ 2,857	\$ 2,857	\$ -	0.0%
Admin Allocation - LABBB, 12%	\$ 28,251	\$ 37,225	\$ 37,225	\$ -	0.0%
Admin Allocation - ELI, 12%	\$ 31,093	\$ 30,000	\$ 30,000	\$ -	0.0%
Admin Allocation - Boston Public Schools Title I, 9%	\$ 147,553	\$ 120,000	\$ 120,000	\$ -	0.0%
Admin Allocation - CELC, 12%	\$ 5,404	\$ 5,503	\$ 5,503	\$ -	0.0%
Admin Allocation - Sped Transport Contract	\$ -	\$ 30,000	\$ 30,000	\$ -	0.0%
Seefurth Investments	\$ 36,000	\$ 36,000	\$ 36,000	\$ -	0.0%
Contracted Services, LABBB	\$ 250,014	\$ 313,261	\$ 313,261	\$ -	0.0%
District Membership Fees	\$ -	\$ 100,000	\$ 100,000	\$ -	0.0%
Administration Revenues	\$ 1,014,493	\$ 1,133,801	\$ 1,171,806	\$ 38,005	3.7%
Administration - Expenses					
A-0010-2014 General Operations	\$ (211,174)	\$ (241,848)	\$ (241,848)	\$ -	0.0%
A-0020-2014 Executive Director	\$ (359,675)	\$ (343,148)	\$ (343,148)	\$ -	0.0%
A-0030-2014 Accounting	\$ (281,370)	\$ (269,718)	\$ (269,718)	\$ -	0.0%
A-0040-2014 HR & Contract Mngt.	\$ (185,223)	\$ (200,763)	\$ (200,763)	\$ -	0.0%
A-0050-2014 Program Support	\$ (12,164)	\$ -	\$ -	\$ -	0.0%
A-0070-2014 Information Technology	\$ (108,210)	\$ (118,099)	\$ (118,099)	\$ -	0.0%
A-0150-2014 Seefurth Investments	\$ (12,000)	\$ (12,000)	\$ (12,000)	\$ -	0.0%
A-0090-2014 LABBB Business Management	\$ (250,014)	\$ (313,261)	\$ (313,261)	\$ -	0.0%
A-0041-2014 Unemployment Compensation (above base rate)	\$ -	\$ -	\$ (36,877)	\$ (36,877)	100.0%
Interest Income	\$ 200	\$ 200	\$ 200	\$ -	0.0%
Health Insurance Savings	\$ 9,000	\$ 127,160	\$ 127,160	\$ -	0.0%
Business Office re-org Savings	\$ -	\$ 44,859	\$ 44,859	\$ -	0.0%
Administration Costs	\$ (1,410,630)	\$ (1,326,618)	\$ (1,363,495)	\$ (36,877)	2.8%
Net gains/loss of Central Office	\$ (396,137)	\$ (192,817)	\$ (191,689)	\$ 1,128	-0.3%

Boston Public Schools Contracts

	FY13 Approved Budget	FY14 Projected Budget Approved 5/9/13	FY14 Projected Budget Amended 6/13/13	Net Shifts Program Costs in FY14 Budgets	% Shift
Youth Alternative, Boston Public Schools (Boston)					
C-1010-2014 Youth Alternative WIA	\$ 181,838	\$ 219,506	\$ 170,928	\$ (48,578)	
C-1020-2014 Youth Alternative AEI	\$ 48,850	\$ 64,000	\$ 60,000	\$ (4,000)	
C-1040-2014 Youth Alternative BPS	\$ 340,000	\$ 376,886	\$ 390,000	\$ 13,114	
Total Youth Alternative	\$ 570,688	\$ 660,392	\$ 620,928	\$ (39,464)	-6.9%
less personnel	\$ (288,714)	\$ (370,987)	\$ (349,232)	\$ 21,755	
less benefits	\$ (57,743)	\$ (74,197)	\$ (69,621)	\$ 4,576	
less program	\$ (177,760)	\$ (183,760)	\$ (172,486)	\$ 11,274	
less admin	\$ (42,971)	\$ (31,447)	\$ (29,588)	\$ 1,859	
Net gain/loss	\$ 3,500	\$ -	\$ -	\$ 39,464	
BPS Title I-V Entitlement Programs					
C-3000-2014 Title I, Title IIA	\$ 1,864,237	\$ 1,752,383	\$ 1,752,383	\$ -	0.0%
less personnel	\$ (1,191,164)	\$ (1,214,987)	\$ (1,214,987)	\$ -	
less benefits	\$ (246,328)	\$ (201,403)	\$ (201,403)	\$ -	
less cost of service	\$ (201,988)	\$ (200,000)	\$ (200,000)	\$ -	
less admin	\$ (147,553)	\$ (120,000)	\$ (120,000)	\$ -	
Net gain/loss	\$ 77,204	\$ 15,993	\$ 15,993	\$ -	

Special Education School-based/Tuition Programs

	FY13 Approved Budget	FY14 Projected Budget Approved 5/9/13	FY14 Projected Budget Amended 6/13/13	Net Shifts Program Costs in FY14 Budgets	% Shift
Deaf & Hard of Hearing (Newton)					
T-4000-2014	\$ 426,294	\$ 397,230	\$ 397,230	\$ -	0.0%
10 member students at \$39,723 (down 1)	\$ 968,840	\$ 794,160	\$ 794,160	\$ -	
16 non-member students at \$49,653 (down 4)	\$ 1,395,134	\$ 1,191,390	\$ 1,191,390	\$ -	
Total Tuitions	\$ (850,078)	\$ (834,569)	\$ (812,551)	\$ 22,018	
less personnel	\$ (161,315)	\$ (146,219)	\$ (146,219)	\$ -	
less benefits	\$ (142,700)	\$ (124,925)	\$ (141,325)	\$ (16,400)	
less program	\$ (138,491)	\$ (134,161)	\$ (132,011)	\$ 2,150	
less admin	\$ 102,550	\$ (48,484)	\$ (40,716)	\$ 7,768	
Net gain/loss	\$ 449,504	\$ 209,415	\$ 335,064	\$ 125,649	
North Crossing School Year (Watertown)					
T-5600-2014	\$ 102,152	\$ 52,353	\$ 157,059	\$ 104,706	41.8%
8 member students at \$41,883 (down 3)	\$ 551,656	\$ 261,768	\$ 492,123	\$ 230,355	
3 non-member students at \$52,353 (up 1)	\$ (396,579)	\$ (166,837)	\$ (354,763)	\$ (187,926)	
Total Tuitions	\$ (75,150)	\$ (31,699)	\$ (67,405)	\$ (35,706)	
less personnel	\$ (69,192)	\$ (56,817)	\$ (74,567)	\$ (17,750)	
less benefits	\$ (64,911)	\$ (30,642)	\$ (59,608)	\$ (28,966)	
less program	\$ (54,176)	\$ (24,227)	\$ (64,220)	\$ (39,993)	
less admin	\$ -	\$ -	\$ -	\$ -	
Net gain/loss	\$ -	\$ -	\$ -	\$ -	

North Crossing Summer (Watertown)

T-5610-2014

	FY13 Approved Budget	FY14 Projected Budget Approved 5/9/13	FY14 Projected Budget Amended 6/13/13	Net Shifts Program Costs in FY14 Budgets	% Shift
7 member students at \$5,170	\$ 35,917	\$ -	\$ 36,190	\$ 36,190	
3 non-member students at \$6,203	\$ -	\$ -	\$ 18,609	\$ 18,609	
Total Tuitions	\$ 35,917	\$ -	\$ 54,799	\$ 54,799	
less personnel	(14,255)	-	(27,367)	(27,367)	
less benefits	(2,138)	-	(3,445)	(3,445)	
less program	(8,325)	-	(7,074)	(7,074)	
less admin	(2,750)	-	(4,018)	(4,018)	
Net gain/loss	\$ 8,449	\$ -	\$ 12,895	\$ 12,895	

Interim Assessment - 45 Day Program (Watertown)

T-5620-2014

3 FTE member students (12 individuals) at \$275/day (down 4)	\$ 144,720	\$ 148,500	\$ 148,500	\$ -	
2 FTE non-member students (8 individuals) at \$305/day (down 1)	\$ 107,280	\$ 109,800	\$ 109,800	\$ -	
Total Tuitions	\$ 252,000	\$ 258,300	\$ 258,300	\$ -	
less personnel	(135,692)	(180,100)	(168,978)	11,122	
less benefits	(24,981)	(29,497)	(32,383)	(2,886)	
less program	(16,113)	(25,588)	(51,075)	(25,487)	
less admin	(23,534)	(28,822)	(30,292)	(1,470)	
Net gain/loss	\$ 51,680	\$ (5,707)	\$ (24,428)	\$ (18,721)	0.0%

EDCO Manville Partners School Year (Brookline)

T-5630-2014

9 member students at \$55,536 (even)	\$ 499,824	\$ 333,216	\$ 499,824	\$ 166,608	
3 non-member students at \$69,420 (down 1)	\$ 208,260	\$ 347,100	\$ 208,260	\$ (138,840)	
Total Tuitions	\$ 708,084	\$ 680,316	\$ 708,084	\$ 27,768	
less personnel	(316,893)	(323,593)	(327,632)	(4,039)	
less benefits	(60,010)	(57,282)	(62,046)	(4,764)	
less program	(104,753)	(86,838)	(104,753)	(17,915)	
less admin	(57,799)	(56,629)	(59,332)	(2,703)	
Net gain/loss	\$ 168,629	\$ 155,974	\$ 154,321	\$ (1,653)	3.9%

EDCO Manville Partners Summer (Brookline)

T-5640-2014

3 member students at \$5,439 (even)	\$ 41,334	\$ -	\$ 16,317	\$ 16,317	
5 non-member students at \$6,526 (down 1)	\$ -	\$ -	\$ 32,630	\$ 32,630	
Total Tuitions	\$ 41,334	\$ -	\$ 48,947	\$ 48,947	
less personnel	(20,450)	-	(28,342)	(28,342)	
less benefits	(3,068)	-	(4,251)	(4,251)	
less program	(7,384)	-	(7,884)	(7,884)	
less admin	(3,708)	-	(4,857)	(4,857)	
Net gain/loss	\$ 6,724	\$ -	\$ 3,613	\$ 3,613	100.0%

Statewide Contracts - Commonwealth of Massachusetts

Special Education Surrogate Parent (Westborough)
C-2030-2014 SESP/DESE

	FY13	FY14	FY14	FY14	Net Shifts	%
	Approved Budget	Projected Budget	Approved 5/9/13	Projected Budget	Program Costs	Shift
				Amended 6/13/13	In FY14 Budgets	
Total SESP	\$ 335,000	\$ 335,000	\$ 335,000	\$ 335,000	\$ -	0.0%
less personnel	(174,616)	(173,548)	(173,548)	(173,548)	-	
less benefits	(47,147)	(39,860)	(39,860)	(48,537)	(8,677)	
less program	(89,787)	(91,142)	(91,142)	(89,465)	1,677	
less admin	(23,450)	(23,450)	(23,450)	(23,450)	-	
Net gain/loss	\$ -	\$ 7,000	\$ -	\$ -	\$ (7,000)	

DDS Habilitative Services (Wrentham)
C-6000-2014 DDS Habilitative Services Contract

less personnel	\$ 1,753,361	\$ 1,824,682	\$ 1,824,682	\$ 1,824,682	\$ -	0.0%
less benefits	(1,298,794)	(1,352,234)	(1,352,234)	(1,352,234)	-	
less program	(350,674)	(365,103)	(365,103)	(365,103)	-	
less admin	(20,400)	(20,455)	(20,455)	(20,455)	-	
less admin	(83,493)	(86,890)	(86,890)	(86,890)	-	
Net gain/loss	\$ -	\$ -	\$ -	\$ -	\$ -	

Massachusetts Migrant Education Program
G-7000-2014

MEP Federal Grant Award	\$ 1,516,499	\$ 1,516,499	\$ 1,516,499	\$ 1,516,499	\$ -	0.0%
less personnel	(908,762)	(926,937)	(926,937)	(926,937)	-	
less benefits	(172,501)	(156,976)	(156,976)	(156,976)	-	
less program	(363,022)	(365,672)	(365,672)	(365,672)	-	
less admin	(72,214)	(66,914)	(66,914)	(66,914)	-	
Net gain/loss	\$ -	\$ -	\$ -	\$ -	\$ -	

Massachusetts Migrant Education Program, Strategies & Opportunities for Out-of-School Youth
G-7300-2014 OSY Federal Grant Award

OSY Federal Grant Award	\$ 60,000	\$ 60,000	\$ 60,000	\$ 60,000	\$ -	0.0%
less personnel	(28,480)	(29,050)	(29,050)	(29,050)	-	
less benefits	(4,618)	(4,202)	(4,202)	(4,202)	-	
less program	(24,045)	(23,891)	(23,891)	(23,891)	-	
less admin	(2,857)	(2,857)	(2,857)	(2,857)	-	
Net gain/loss	\$ -	\$ -	\$ -	\$ -	\$ -	

Partnership Service Agreements

		FY13	FY14	FY14	FY14	Net Shifts	%
		Approved Budget	Projected Budget	Amended 6/13/13	Program Costs	Shift	
		Approved 5/9/13	Amended 6/13/13	In FY14 Budgets			
SPED Transportation							0.0%
F-1000-2014	EDCO/LABBB Transportation Services Contract	\$ 4,059,923	\$ 4,161,421	\$ 4,161,421	\$ -		
	less personnel	\$ (16,593)	\$ (16,925)	\$ (16,925)	\$ -		
	less benefits	\$ (3,153)	\$ (2,869)	\$ (2,869)	\$ -		
	less cost of service	\$ (4,040,177)	\$ (4,100,000)	\$ (4,100,000)	\$ -		
	less admin	\$ -	\$ (30,000)	\$ (30,000)	\$ -		
	Net gain/loss	\$ -	\$ 11,627	\$ 11,627	\$ -		
Education Leadership Institute							0.0%
T-5750-2014	Tuition revenue	\$ 339,915	\$ 322,919	\$ 322,919	\$ -		
	less staffing	\$ (253,686)	\$ (254,000)	\$ (254,000)	\$ -		
	less program	\$ (13,000)	\$ (13,000)	\$ (13,000)	\$ -		
	less admin	\$ (31,093)	\$ (30,000)	\$ (30,000)	\$ -		
	Net gain/loss	\$ 42,136	\$ 25,919	\$ 25,919	\$ -		

Seefurth Education Center - Professional Development Services

		Fy13 Revenue	Fy13 Expenses	Fy13 Expenses	Net	
Seefurth Education Center						
F-5510-2014	EMI	\$ 97,000	\$ (97,000)	\$ (97,000)	\$ -	
R-1000-2014	Seefurth Gift Fund	\$ 84,157	\$ (84,157)	\$ (84,157)	\$ -	
F-0070-2014	Seefurth Prof. Dev./course tuitions	\$ 170,814	\$ (133,070)	\$ (133,070)	\$ 37,744	
F-0080-2014	CELC	\$ 25,842	\$ (45,488)	\$ (45,488)	\$ (19,646)	
G-5200-2014	Title III Services	\$ 52,285	\$ (51,260)	\$ (51,260)	\$ 1,025	
M-0060-2014	Seefurth Educ Center/District Memberships	\$ 358,813	\$ (378,405)	\$ (378,405)	\$ (19,592)	
		\$ 788,911	\$ (789,380)	\$ (789,380)	\$ (469)	-0.1%
Seefurth Education Center						
F-5510-2014	EMI	\$ 113,455	\$ (113,455)	\$ (113,455)	\$ -	
R-1000-2014	Seefurth Gift Fund	\$ -	\$ -	\$ -	\$ -	
F-0070-2014	Seefurth Prof. Dev./Course tuitions	\$ 206,814	\$ (181,934)	\$ (181,934)	\$ 24,880	
F-0080-2014	CELC	\$ 51,359	\$ (51,359)	\$ (51,359)	\$ -	
G-5200-2014	Title III Services	\$ 52,285	\$ (50,745)	\$ (50,745)	\$ 1,540	
M-0060-2014	Seefurth Educ Center/District Memberships	\$ 273,050	\$ (376,679)	\$ (376,679)	\$ (103,629)	
		\$ 696,963	\$ (774,172)	\$ (774,172)	\$ (77,209)	-11.1%

Other Regional Member Service Programs

		Fy13 Revenue	Fy13 Expenses	Fy13 Expenses	Net
Other					
C-4000-2014	BPS Homeless Initiative	\$ 58,958	\$ (54,214)	\$ (54,214)	\$ 4,744
M-2000-2014	Gr. Boston Students of Color Achievement Network	\$ 36,000	\$ (31,796)	\$ (31,796)	\$ 4,204
S-1100-2014	Electricity and Natural Gas Group Purchase	\$ 7,950	\$ (6,690)	\$ (6,690)	\$ 1,260
Subtotal Other		\$ 102,908	\$ (92,700)	\$ (92,700)	\$ 10,208
					9.9%
		Fy14 Revenue	Fy14 Expenses	Fy14 Expenses	Net
C-4000-2014	BPS Homeless Initiative	\$ 47,167	\$ (42,482)	\$ (42,482)	\$ 4,685
M-2000-2014	Gr. Boston Students of Color Achievement Network	\$ 32,000	\$ (31,796)	\$ (31,796)	\$ 204
S-1100-2014	Electricity and Natural Gas Group Purchase	\$ 8,500	\$ (7,450)	\$ (7,450)	\$ 1,050
Subtotal Other		\$ 87,667	\$ (81,728)	\$ (81,728)	\$ 5,939
					6.8%

FY2014 Collaborative-wide Executive Summary

Central Office	FY13 Approved Budget	FY14 Projected Budget Approved 5/9/13	FY14 Projected Budget Amended 6/13/13	Net Shifts % Shift	
					Program Costs in FY14 Budgets
Waltham Administration					
	Revenue \$	1,014,493	\$ 1,133,801	\$ 1,171,806	\$ 157,313
	Expenses \$	(1,410,630)	\$ (1,326,618)	\$ (1,363,495)	\$ 47,135
	Net/Balance \$	(396,137)	\$ (192,817)	\$ (191,689)	\$ 204,448
Seefurth Education Centers					
	Revenue \$	788,911	\$ 696,963	\$ 696,963	\$ (91,948)
	Expenses \$	(789,380)	\$ (774,172)	\$ (774,172)	\$ 15,208
	Net/Balance \$	(469)	\$ (77,209)	\$ (77,209)	\$ (76,740)
Youth Alternative					
	Revenue \$	570,688	\$ 660,392	\$ 620,928	\$ 50,240
	Expenses \$	(567,188)	\$ (660,391)	\$ (620,927)	\$ (53,739)
	Net/Balance \$	3,500	\$ -	\$ -	\$ (3,500)
Special Educ Surrogate Parent					
	Revenue \$	335,000	\$ 335,000	\$ 335,000	\$ -
	Expenses \$	(335,000)	\$ (328,000)	\$ (335,000)	\$ -
	Net/Balance \$	-	\$ 7,000	\$ -	\$ -
Deaf & Hard of Hearing Program					
	Revenue \$	1,395,134	\$ 1,191,390	\$ 1,191,390	\$ (203,744)
	Expenses \$	(1,292,584)	\$ (1,239,874)	\$ (1,232,106)	\$ 60,478
	Net/Balance \$	102,550	\$ (48,484)	\$ (40,716)	\$ (143,266)
North Crossing, School Year					
	Revenue \$	551,656	\$ 261,768	\$ 492,123	\$ (59,533)
	Expenses \$	(605,832)	\$ (285,995)	\$ (556,343)	\$ 49,489
	Net/Balance \$	(54,176)	\$ (24,227)	\$ (64,220)	\$ (10,044)
North Crossing, Summer					
	Revenue \$	35,917	\$ -	\$ 54,799	\$ 18,882
	Expenses \$	(27,468)	\$ -	\$ (41,904)	\$ (14,436)
	Net/Balance \$	8,449	\$ -	\$ 12,895	\$ 4,446
Interim Assessment/45 Day, School Year					
	Revenue \$	252,000	\$ 258,300	\$ 258,300	\$ 6,300
	Expenses \$	(200,320)	\$ (264,007)	\$ (282,728)	\$ (82,408)
	Net/Balance \$	51,680	\$ (5,707)	\$ (24,428)	\$ (76,108)
EDCO/Manville Partners, School Year					
	Revenue \$	708,084	\$ 680,316	\$ 708,084	\$ -
	Expenses \$	(539,455)	\$ (524,342)	\$ (553,763)	\$ (14,308)
	Net/Balance \$	168,629	\$ 155,974	\$ 154,321	\$ (14,308)
EDCO/Manville Partners, Summer					
	Revenue \$	41,334	\$ -	\$ 48,947	\$ 7,613
	Expenses \$	(34,610)	\$ -	\$ (45,334)	\$ (10,724)
	Net/Balance \$	6,724	\$ -	\$ 3,613	\$ (3,111)

%
Shift

FY13
Approved Budget

FY14
Projected Budget
Approved 5/9/13

FY14
Projected Budget
Amended 6/13/13

Net Shifts
Program Costs
in FY14 Budgets

Contracts

DDS Habilitative Services at Wrentham

Revenue	\$ 1,753,361	\$ 1,824,682	\$ 1,824,682	\$ 71,321
Expenses	\$ (1,753,361)	\$ (1,824,682)	\$ (1,824,682)	\$ (71,321)
Net/Balance	\$ -	\$ -	\$ -	\$ -

Mass Migrant Education Program

Revenue	\$ 1,516,499	\$ 1,516,499	\$ 1,516,499	\$ -
Expenses	\$ (1,516,499)	\$ (1,516,499)	\$ (1,516,499)	\$ -
Net/Balance	\$ -	\$ -	\$ -	\$ -

Mass Migrant Education Program, OSY Supplement

Revenue	\$ 60,000	\$ 60,000	\$ 60,000	\$ -
Expenses	\$ (60,000)	\$ (60,000)	\$ (60,000)	\$ -
Net/Balance	\$ -	\$ -	\$ -	\$ -

EDCO/LABBB Sped Transportation

Revenue	\$ 4,059,923	\$ 4,161,421	\$ 4,161,421	\$ 101,498
Expenses	\$ (4,059,923)	\$ (4,149,794)	\$ (4,149,794)	\$ (89,871)
Net/Balance	\$ -	\$ 11,627	\$ 11,627	\$ 11,627

Education Leadership Institute (ELI)

Revenue	\$ 339,915	\$ 322,919	\$ 322,919	\$ (16,996)
Expenses	\$ (297,779)	\$ (297,000)	\$ (297,000)	\$ 779
Net/Balance	\$ 42,136	\$ 25,919	\$ 25,919	\$ (16,217)

Title I Programs, Boston Public Schools

Revenue	\$ 1,864,237	\$ 1,752,383	\$ 1,752,383	\$ (111,854)
Expenses	\$ (1,787,033)	\$ (1,736,390)	\$ (1,736,390)	\$ 50,643
Net/Balance	\$ 77,204	\$ 15,993	\$ 15,993	\$ (61,211)

Boston Public Schools Homeless Initiative

Revenue	\$ 58,958	\$ 47,167	\$ 47,167	\$ (11,791)
Expenses	\$ (54,214)	\$ (42,482)	\$ (42,482)	\$ 11,732
Net/Balance	\$ 4,744	\$ 4,685	\$ 4,685	\$ (59)

Gr. Boston Students of Color Achievement Network

Revenue	\$ 36,000	\$ 32,000	\$ 32,000	\$ (4,000)
Expenses	\$ (31,796)	\$ (31,796)	\$ (31,796)	\$ -
Net/Balance	\$ 4,204	\$ 204	\$ 204	\$ (4,000)

Electricity and Natural Gas Collaborative

Revenue	\$ 7,950	\$ 8,500	\$ 8,500	\$ 550
Expenses	\$ (6,690)	\$ (7,450)	\$ (7,450)	\$ (760)
Net/Balance	\$ 1,260	\$ 1,050	\$ 1,050	\$ (210)

Grand Total Collaborative Agencywide		FY2013	FY2014 Approved 5/9/13	FY2014 Amended 6/13/13	Net Shift
Revenue	\$	15,390,060	\$ 14,943,501	\$ 15,303,911	\$ 360,410
Expenses	\$	(15,369,762)	\$ (15,069,492)	\$ (15,471,865)	\$ (402,373)
Net/Operating Balance	\$	20,298	\$ (125,991)	\$ (167,954)	\$ (41,963)
Board approved Offset from Net Assets	\$	-	\$ 125,991	\$ 167,954	\$ 41,963
	\$	20,298	\$ 0	\$ 0	\$ (0)
Budget Proposal 6.0	\$	20,298	\$ (125,991)	\$ (167,954)	\$ (188,252)
6/13/2013					

EDCO COLLABORATIVE

SPECIAL EDUCATION PROGRAM TUITIONS
2013 - 2014

Special Education Program		FY2013	FY2014	Notes:
1	North Crossing, Summer			
	Watertown			
	Member/Summer Session	\$ 5,044	\$ 5,170	2.5% increase
	Non-Member/Summer Session	\$ 6,052	\$ 6,203	2.5% increase
2	North Crossing, School Year			
	Watertown			
	Member/School Year	\$ 40,861	\$ 41,883	2.5% increase
	Non-Member/School Year	\$ 51,076	\$ 52,353	2.5% increase
3	Interim Alternative & 45 Day Assessment			
	Watertown			
	Member/Day	\$ 268	\$ 275	2.5% increase
	Non-Member/Day	\$ 298	\$ 305	2.5% increase
4	Manville Partners, Summer			
	Brookline			
	Member/Summer Session	\$ 5,439	\$ 5,439	No increase
	Non-Member/Summer Session	\$ 6,526	\$ 6,526	No increase
5	Manville Partners, School Year			
	Brookline			
	Member/School Year	\$ 55,536	\$ 55,536	No increase
	Non-Member/School Year	\$ 69,420	\$ 69,420	No increase
6	Deaf & Hard of Hearing			
	Newton			
	Member/School Year	\$ 38,754	\$ 39,723	2.5% increase
	Non-Member/School Year	\$ 48,442	\$ 49,653	2.5% increase

IEP SERVICES

7	1:1 Paraeducator	\$18.82/hr
8	Extracurricular Interpreter	\$31.36/hr

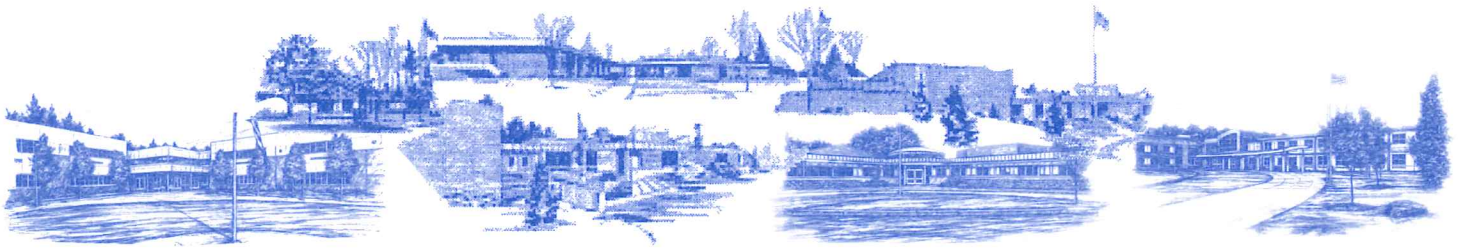
Approved by the Board of Directors
9-May-13

EDCO COLLABORATIVE

Membership Revenue from School Districts 2013 - 2014

Member District	Enrollment 10/1/12	Grade Levels	Basic District Assessment (Incl 2.5% Increase)	Enrollment Assessment @ \$1.97/Student (Incl 2.5% Increase)	Total Membership FY14	Total Membership FY13
Acton	2,512	K-6	\$	4,949	\$	11,861
Acton-Boxborough	2,911	7-12	\$	5,735	\$	12,622
Arlington	4,903	K-12	\$	9,659	\$	23,390
Bedford	2,514	K-12	\$	4,953	\$	18,754
Belmont	4,065	K-12	\$	8,008	\$	21,668
Boxborough	437	K-6	\$	861	\$	6,145
Brookline	7,112	K-12	\$	14,011	\$	27,263
Carlisle	638	K-8	\$	1,257	\$	6,486
Concord	2,140	K-8	\$	4,216	\$	10,857
Concord-Carlisle	1,217	9-12	\$	2,397	\$	9,356
Lexington	6,506	K-12	\$	12,817	\$	26,345
Lincoln	1,241	K-8	\$	2,445	\$	11,587
Lincoln-Sudbury	1,580	9-12	\$	3,113	\$	12,455
Newton	12,335	K-12	\$	24,300	\$	37,255
Sudbury	3,006	K-8	\$	5,922	\$	15,289
Waltham	5,098	K-12	\$	10,043	\$	23,651
Watertown	2,688	K-12	\$	5,295	\$	19,168
Wellesley	4,954	K-12	\$	9,759	\$	23,636
Weston	2,374	K-12	\$	4,677	\$	18,596
Winchester	4,396	K-12	\$	8,660	\$	22,428
Archdiocese	n/a	K-12	\$	-	\$	3,000
Totals	72,627		\$	\$143,075	\$	\$ 361,812

Approved by the Board of Directors
9-May-13



ACTON PUBLIC SCHOOLS ♦ ACTON-BOXBOROUGH REGIONAL SCHOOL DISTRICT

16 Charter Road Acton, MA 01720-2995 Phone: 978-264-4700 x3206 Fax: 978-264-3340 Email: smills@abschools.org

August 14, 2013

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

Dear Colleague:

"It's STILL all about instruction..."

It is very exciting for me to welcome you back as your Superintendent. I hope you all have spent time with your friends and families and have enjoyed the summer, as you prepare for the new school year.

This summer we had a very rewarding Leadership Conference which included all of our Principals, RDLs, BDLs, Central Office Administrators and several teachers. Two full days were spent talking about how we can best prepare our students to succeed in our global 21st century environment. This will continue to be our districts' theme and primary goal throughout the year. As you know, we were honored to have Dr. Yong Zhao as a very special guest during the first day of the Institute. Dr. Zhao is an internationally known expert on public education and the author of *Catching Up or Leading the Way* and *World Class Learners*. He shared with us many wonderful insights about what we should do to make sure that all of our students are ready for life in the 21st century. Dr. Zhao was very impressed with our Long Range Strategic Plan that states our mission and core values. He stated to me privately that all we need to do is to live by this plan. As we move forward he suggested that our work with students needs to be personalized, product-oriented and in the context of globalization.

Thank you to the Teacher Evaluation Task Force led by Marie Altieri during this past year. We must continue to work together to comply with changing state requirements. All of us are fundamentally committed to a teacher evaluation process that is productive, meaningful and fair to all staff members. I truly appreciate the wonderful relationship that I have with the Acton Education Association.

As your Superintendent, I know that we are all struggling with this phenomenon of initiative overload. The state and federal governments have never been so demanding of local school districts. This year we are required to implement the new teacher evaluation system, work on developing district determined measures of student growth, participate in RETELL and a host of other efforts. I know that Marc Lewis brought to your attention the fact that I lobbied 80 of my colleague superintendents to attend a legislative hearing on June 26th to ask the Legislature to intervene and prohibit these unfunded mandates. I will continue this advocacy with the Massachusetts Association of School Superintendents.

As always, the faculty was busy this summer with curriculum R&D work. In addition to the assorted projects focused on updating courses and units, resources were concentrated on several priorities. More than half of our APS teachers voluntarily participated in a 4-day Teachers' College Reading workshop.

Personnel matters kept us busy as well. To date, we have hired 35 new certified staff members, mostly due to retirements and normal staff turnover. All of our new certified staff will participate in orientation before school starts and most will be involved in our mentoring program throughout the school year.

As you have heard me say before, our fundamental mission is to provide high quality instruction to 5500 students every day. Teachers actually deliver the product of our work and the rest of us support that delivery of high quality instruction. As Superintendent, and with support from the School Committees, we succeeded in approving investment budgets for the schools for this year. Beginning this week the High School English Department will teach 4 sections rather than 5. This is due to the School Committee's support of my request to add 4 English teachers over the last two budget cycles. This achieves a goal that the School Committee and the AEA have been working on for over 40 years. Also this year, we are able to build out and complete a much needed special education program at the High School. This is all consistent with the Long Range Strategic Plan and I again appreciate your support and that of the School Committees to this end.

On to a new school year! The schedule for the first day for all staff (**Monday, August 26**) is attached. The first day for K - 7th and 9th graders is **Tuesday, August 27**. Other students begin one day later. The Professional Staff Development Day is on **Tuesday, November 5**. The focus this year will be to complete and implement the new teacher evaluation process as well as agree on district determined measures of student achievement.

I look forward to continuing our work together and am very pleased with my 2013-2014 Administrative Team. This group includes: Don Aicardi (Director of Finance), Marie Altieri (Director of Personnel), Erin Bettez (Director of Community Education), Amy Bisiewicz (Director of Educational Technology), Deborah Bookis (Director of Curriculum and Assessment), J.D. Head (Director of Facilities), Liza Huber (Director of Pupil Services), and Beth Petr (Assistant to the Superintendent). Our principals are also an important part of the Leadership Team: JoAnn Campbell (ABRHS), Andrew Shen (RJGJHS), Damian Sugrue (Conant), Chris Whitbeck (Douglas), Lynne Newman (Gates), David Krane (McCarthy-Towne), and Ed Kaufman (Merriam). I am excited to welcome Steven Martin and Maurin O'Grady as the new ABRHS Deans of Students and Beth Baker as the Interim Associate Principal. I am happy to introduce Jenna Larrenaga as the Douglas School .5 Assistant Principal and Joseph Gibowicz as the new Early Childhood Coordinator at the Carol B. Huebner Preschool. Together, our focus will be on serving our teaching staff to ensure high quality instruction in every school, in every classroom, every day.

On June 3, 2013, voters at simultaneous Special Town Meetings held in Acton and Boxborough overwhelmingly approved including the Blanchard Elementary School as part of one seamless PreK - 12 school district of 6 elementary schools, the Junior High and High School. The task before the Central Office this year is to integrate the Blanchard School into our system. Personally, I believe this to be a wonderful opportunity to enhance the resources for all of our elementary schools, in terms of class size, curriculum, technology and special education. I encourage teachers and administrators to reach out to our new colleagues at Blanchard and welcome them into our system. On July 1, 2014, there will be one public school system in Acton and Boxborough, PreK - 12.

Lastly, this district continues to become increasingly diverse in terms of student population. This is an enormous asset and an opportunity as we prepare our young people for the global marketplace. I look forward to hearing more about the many ways our schools are teaching how to respect and celebrate differences. After much debate, the Long Range Strategic Planning committee prioritized our districts' values and the first one, ahead of academic achievement, is the healthy social, emotional, psychological development of all of our students. Let us all work together to implement this most fundamental value.

I hope to see you on Monday morning, August 26th, and wish you a wonderful school year.


Sincerely,
Stephen E. Mills, Ed. D.

Welcome Back!

All Staff First Day

→ Monday August 26, 2013 ←

at the
Acton-Boxborough Regional High School

- 7:30 a.m. -** Continental Breakfast and Reconnecting
8:00 Lobby outside the High School Auditorium
Hosted by members of the School Committees and Central Administration
- 8:15** Greetings from Superintendent Dr. Stephen Mills
High School Auditorium
Introduction of New Staff and Staff with more than 30 years
- 8:40** Welcoming Remarks from Acton Education Association (AEA) President
Marc Lewis and Presentation of Teachers Receiving Professional Status
- 9:15 – 9:45** Conclusion by Dr. Mills
- 10:15** Building Based Meetings followed by lunch on your own
(Dr. JoAnn Campbell to meet with ABRHS faculty/staff immediately following Dr. Mills in the auditorium)
- 1:30 p.m. -** - Art Teachers with Diana Woodruff in High School Art Faculty Center
3:00 - Music Teachers with Mark Hickey in the High School Chorus Room
- Physical Education/Health Teachers with David James in the JH Library

For Pupil Services Staff - This year, Pupil Services professional staff will participate in mandatory training on September 16th and 17th, 12-2 p.m. (location to be determined). This will allow all staff to remain in their respective schools on August 26th to prepare for the start of the school year and to participate in their required building based activities.