

ACTON-BOXBOROUGH REGIONAL SCHOOL COMMITTEE (ABRSC) MEETING

Library  
R.J. Grey Junior High School

April 28, 2016  
7:00 p.m.

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**AGENDA**

1. **Chairman's Introduction (7:00)**
  - 1.1. Annual Spring Town Elections (*Acton was 3/29, Boxborough will be 5/16*)
    - 1.1.1. Welcome to Eileen Zhang, new Acton member
2. **Statement of Warrant & Approval of Minutes**
  - 2.1. ABRSC Meetings of 3/17/16 and 4/7/16 (*addendum*)
3. **Public Participation**
4. **ABRSD FY17 Budget and Town Meeting Update– Glenn Brand (oral)**
  - 4.1. *Boxborough Town Meeting begins on May 9*
5. **FY17 Kindergarten Registration Update – Marie Altieri**
6. **ABRSD FY16 Quarter 3 Report – Clare Jeannotte, Glenn Brand**
  - 6.1. ABRSD Financial Reports as of 3/31/16
    - 6.1.1. Revenue vs Budget
    - 6.1.2. Expenses vs Budget
    - 6.1.3. Special Revenue
    - 6.1.4. Grants
  - 6.2. Questions/Comments from Acton and Boxborough Finance Committees
7. **ABRSD Capital Study Update – Glenn Brand**
  - 7.1. Link to materials: <http://www.abschools.org/district/school-capital-and-space-planning>
  - 7.2. Massachusetts School Building Authority (MSBA) Statements of Interest Application Update
  - 7.3. Phase II: Working Group and Visioning Team Update
  - 7.4. Tours of Conant (10am), Douglas (11 am) and Gates (12) Schools on May 2
  - 7.5. Capital and School Needs Committee Update (*oral*)
8. **Demographic Survey Update – Kristina Rychlik (oral)**
9. **Subcommittee Reports**
  - 9.1. Budget – *Maria Neyland (oral)*
    - 9.1.1. Meeting on 3/13/16
  - 9.2. Policy –
    - 9.2.1. **Unexpired Term Fulfillment**, File: BBBE – First Reading – *Brigid Bieber*
    - 9.2.2. **Committee Member Conflict of Interest**, File: BCB – First Reading – *Brigid Bieber*
    - 9.2.3. **Teaching About Drugs, Alcohol and Tobacco**, File: IHABA – First Reading –
    - 9.2.4. **Use of Weapons as Part of Instruction**, File: IHAMD – First Reading
      - 9.2.4.1. Procedures, File: IHAMD-R
    - 9.2.5. **Visitors to the Schools**, File: KI – First Reading – *Amy Krishnamurthy*
  - 9.3. Comparative Communities Study – *Diane Baum*
10. **School Committee Member Reports**
  - 10.1. Acton Leadership Group (ALG) – *Kristina Rychlik, Paul Murphy*
    - 10.1.1. Minutes of meeting on 3/15/16

- 10.2. Boxborough Leadership Forum (BLF) – *Maria Neyland*
- 10.3. Health Insurance Trust (HIT)– *Mary Brolin*
- 10.4. Acton Finance Committee – *Kristina Rychlik, Deanne O’Sullivan*
- 10.5. Acton Board of Selectmen –
  - 10.5.1. Acton Community member to serve on Town Capital Improvement Planning Committee (with Kristina Rychlik)
- 10.6. Boxborough Finance Committee- *Mary Brolin*
- 10.7. Boxborough Board of Selectmen – *Maria Neyland, Brigid Bieber*
- 10.8. Minuteman Technical High School (MMT) Update – *Diane Baum*
- 10.9. PTO/PTSO/PTF Co-Chairs– *Deanne O’Sullivan*

**11. Annual Superintendent’s Evaluation Process – *Kristina Rychlik***

- 11.1. MA Model System for Educator Evaluation Part VI: Implementation Guide for Superintendent Evaluation  
<http://www.doe.mass.edu/eval/model/PartVI.pdf>
- 11.2. Appendix A: Superintendent Rubric  
[http://www.doe.mass.edu/eval/model/PartIII\\_AppxA.pdf](http://www.doe.mass.edu/eval/model/PartIII_AppxA.pdf)
- 11.3. Appendix B: End-of-Cycle Summative Evaluation Report: Superintendent (*see link above with will be populated with Dr. Brand’s information*)
- 11.4. Process Overview slides from 10/16/14 SC meeting, *Marie Altieri*
- 11.5. FY16 Evaluation Timetable
- 11.6. Superintendent’s Performance Goal – Midcycle Review Memo, Glenn Brand, 2/5/16
- 11.7. Copy of previous year’s evaluation
- 11.8. General public request for input on Superintendent’s performance – *Kristina Rychlik*

**12. ABRSC Summer Workshop and FY17 Meeting Schedule Assumptions – *Kristina Rychlik***

- 12.1. July Workshop and August Business Meeting?
- 12.2. Two Business Meetings per month starting in September, except for April and May?

**13. Superintendent’s Report/Updates – *Glenn Brand***

- 13.1. Challenge Success Letter to ABRSD Families

**14. FOR YOUR INFORMATION**

- 14.1. ABRHS Discipline Report 4/1/16
- 14.2. RJGJHS Discipline Report 4/1/16 (*addendum*)
- 14.3. Monthly Student Enrollment, 4/1/16
- 14.4. ELL Student Population by School, 4/1/16
- 14.5. 2016 Annual Town Meeting FY17 Proposed Budget Book  
<https://sites.google.com/a/abschools.org/district-design/departments/finance/FY17-AB-budget-book.pdf?attredirects=0&d=1>
- 14.6. AB Connector newsletter, April 2016
- 14.7. Press Release: Appointment of Dawn G. Bentley, Ed.D. as Assistant Superintendent for Student Services, effective 7/1/16
- 14.8. Letter to Senator James Eldridge from Dr. Brand re Senate Bill #2203 re Charter Schools
- 14.9. Family Learning Series: Pam Allyn, 5/19/16 at 7:00 p.m. in the RJG Jr High School

**16. Adjourn**

**NEXT MEETINGS:**

- May 9 Boxborough Town Meeting begins, 7:00 p.m. in the Blanchard Gym
- May 19 ABRSC Meeting at 7:00 p.m. in the Jr High Library
- June 9 ABRSC Meeting at 7:00 p.m. in the Jr High Library
- June 23 ABRSC Meeting at 7:00 p.m. in the Jr High Library