



Acton-Boxborough Regional School District

15 Charter Road Acton, MA 01720

978-264-4700

www.abschools.org

Acton-Boxborough Regional School Committee Meeting

January 12, 2023 Executive Session at 6:15 p.m. / Open Meeting at 7:00 p.m.

Administration Building Auditorium To view only: <https://www.youtube.com/actontv1>

1. CALL TO ORDER (6:15)

EXECUTIVE SESSION

To be convened under

- MGL Ch 30A, sec.21(a) Purpose 3: to discuss strategy with respect to collective bargaining with the Acton-Boxborough Education Association (ABEA) because an open meeting may have a detrimental effect on the bargaining position of the Committee

OPEN MEETING (approximately 7:00)

2. CHAIRPERSON'S WELCOME - *Kyra Cook*

- a. ABRHS Student Representative Update - *Rohan Ravindran, Harshini Magesh, Molly Norris, Diksha Mhatre, Julia Zhou*
- b. Public Participation
- c. Superintendent's Update - *Peter Light*

4. NEW BUSINESS (7:15)

- a. Recommendation to Appoint Deputy Superintendent - *Peter Light, Andrew Shen*
VOTE - *Peter Light*

5. ONGOING BUSINESS (7:30)

- a. Budget Presentation - *Peter Light*
 - i. FY24 Budget Presentation #1
 1. Superintendent's Preliminary Budget (*Addendum*)
 - 1.1 Proposed Staffing (new positions, reductions, initiatives)
 - 1.2 Preliminary Projection of Assessments and Reserves
 2. Budget Subcommittee Report - *Adam Klein (01/09/23)*
- b. FY24 School Calendar - Second Read - **VOTE** - *Peter Light (8:30)*
- c. Subcommittee and Member Reports
 - i. School Resource Officer Subcommittee (*Addendum*)
 1. Announcement of Chairperson and members
 - ii. Community Engagement - *Andrew Schwartz (12/16/22)*
 - iii. Policy - *Ginny Kremer (12/20/22)*
 1. Class Size Guideline Policy, File IIBA-Second Read- **VOTE** - *Kyra Cook*
 - iv. Negotiations - *Kyra Cook (01/05/23)*
- d. Consent Agenda/Action Items - **VOTE** - *Kyra Cook*
 - i. Approval of ABRSC Meeting Minutes of 12/15/22

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- e. Statement of Warrants and Recommendation to Approve - **VOTE** - *Kyra Cook*
(*Addendum*)

FYI

- Community Coffee (virtual), January 18, 2023
- Student Enrollment, 1/3/23
- Annual Town Election Deadlines

6. ADJOURN (9:00)

Posted on January 6, 2023 at 4:00 p.m. / Reposted on January 10, 2023 at 4:00 p.m.

NEXT MEETINGS: January 26 & February 2 ABRSC at 7:00 p.m. in the Admin. Building Auditorium

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Acton-Boxborough Regional School Committee Meeting Agenda Item Summary

MEETING DATE	1-12-2023	AGENDA ITEM NUMBER	2.
AGENDA ITEM TITLE	Chairperson's Welcome		
PRESENTER(S)	Kyra Cook		
SUMMARY OF TOPIC	<p>The Chair welcomes members and the public to the meeting. The Chair is also required to state if the meeting is being taped. Acton TV tapes and broadcasts most School Committee meetings.</p> <p>Individuals who wish to view the meeting, but do not wish to speak may do so by using the YouTube Link posted on the agenda.</p>		

WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?	
<input checked="" type="checkbox"/>	No action requested - this is a short update or presentation of information
<input type="checkbox"/>	Request input and questions from the School Committee, but no vote required
<input type="checkbox"/>	Request formal action with a specific vote:
	If formal action is requested, is this item being presented:
<input type="checkbox"/>	for the first time, with a request that the School Committee vote at a subsequent meeting or
<input type="checkbox"/>	with the request that the School Committee take action immediately

If formal action is requested, include a suggested motion or contact Julie LaLumiere.

APPROX AGENDA TIME	5 min
FOLLOW-UP	

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Acton-Boxborough Regional School Committee Meeting Agenda Item Summary

MEETING DATE	1-12-2023	AGENDA ITEM NUMBER	2.a
AGENDA ITEM TITLE	ABRHS Student Representative Update		
PRESENTER(S)	Rohan Ravindran, Harshini Magesh, Molly Norris, Diksha Mhatre, Julia Zhou		
SUMMARY OF TOPIC	Our reps report at the first meeting each month and share some student perspective on current events at the High School.		

WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?	
<input checked="" type="checkbox"/>	No action requested - this is a short update or presentation of information
<input type="checkbox"/>	Request input and questions from the School Committee, but no vote required
<input type="checkbox"/>	Request formal action with a specific vote:
	If formal action is requested, is this item being presented:
	for the first time, with a request that the School Committee vote at a subsequent meeting OR
	with the request that the School Committee take action immediately

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SUGGESTED MOTION	
FOLLOW-UP	
APPROX. TIME FOR THE AGENDA ITEM (MIN.)	3-5 min.
ATTACHMENTS	none



Acton-Boxborough Regional School Committee Meeting Agenda Item Summary

MEETING DATE	1-12-2023	AGENDA ITEM NUMBER	2.b
AGENDA ITEM TITLE	Public Participation		
PRESENTER(S)	Kyra Cook		
SUMMARY OF TOPIC	Policy <u>BEDH</u> , permits members of the public to speak for up to 3 minutes on items not included on the agenda. Comments regarding items on the agenda would be made during that part of the meeting. The Committee/Administration typically does not respond to comments during public participation.		

<u>WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?</u>	
<input checked="" type="checkbox"/>	No action requested - this is a short update or presentation of information
<input type="checkbox"/>	Request input and questions from the School Committee, but no vote required
<input type="checkbox"/>	Request formal action with a specific vote:
	If formal action is requested, is this item being presented:
	for the first time, with a request that the School Committee vote at a subsequent meeting OR
	with the request that the School Committee take action immediately

If formal action is requested, include a suggested motion or contact Julie LaLumiere.

SUGGESTED MOTION	
APPROX. AGENDA TIME	5 min.
ATTACHMENTS	none

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Acton-Boxborough Regional School Committee

Meeting Agenda Item Summary

MEETING DATE	1-12-2023	AGENDA ITEM NUMBER	2.c
AGENDA ITEM TITLE	Superintendent's Update		
PRESENTER(S)	Peter Light		
SUMMARY OF TOPIC	Bi-weekly Superintendent's Update. This is brought to the meeting and posted to our website for families and the community the following day.		

WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?	
<input checked="" type="checkbox"/>	No action requested - this is a short update or presentation of information
<input type="checkbox"/>	Request input and questions from the School Committee, but no vote required
<input type="checkbox"/>	Request formal action with a specific vote:
	If formal action is requested, is this item being presented:
	for the first time, with a request that the School Committee vote at a subsequent meeting OR
	with the request that the School Committee take action immediately

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SUGGESTED MOTION	
FOLLOW-UP	
APPROX. TIME FOR THE AGENDA ITEM (MIN.)	5 min.
ATTACHMENTS	Brought to meeting



Acton-Boxborough Regional School Committee

Meeting Agenda Item Summary

MEETING DATE	1-12-2023	AGENDA ITEM NUMBER	4.a
AGENDA ITEM TITLE	New Business		
PRESENTER(S)	Peter Light		
SUMMARY OF TOPIC	Recommendation to appoint Andrew Shen as Deputy Superintendent		

WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?	
	No action requested - this is a short update or presentation of information
	Request input and questions from the School Committee, but no vote required
X	Request formal action with a specific vote:
	If formal action is requested, is this item being presented:
	for the first time, with a request that the School Committee vote at a subsequent meeting or
X	with the request that the School Committee take action immediately

If formal action is requested, include a suggested motion or contact Julie LaLumiere.

APPROX AGENDA TIME	15 mins.
FOLLOW-UP	
ATTACHMENTS	Memo, Andrew Shen's resume

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Acton-Boxborough Regional School District

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Peter J. Light
Superintendent of Schools

To: Acton-Boxborough Regional School Committee
From: Peter Light, Superintendent of Schools
Date: January 6, 2023
RE: Recommendation to Appoint Andrew Shen as Deputy Superintendent of Schools

I am requesting your vote to appoint Andrew Shen as the next Deputy Superintendent of Schools effective July 1, 2023.

Recommended motion: "to appoint Andrew Shen as the Deputy Superintendent of Schools effective July 1, 2023 pending successful contract negotiations with the Superintendent of Schools."

Discussion

Massachusetts General Laws Ch. 71 §59 vests authority for the appointment of Assistant Superintendents with the school committee upon the recommendation of the Superintendent.

"...Upon the recommendation of the superintendent, the school committee may also establish and appoint positions of assistant or associate superintendents, who shall report to the superintendent, and the school committee shall fix the compensation paid to such assistant or associate superintendents. The school committee shall approve or disapprove the hiring of said positions. Such approval by the school committee of the recommendation shall not be unreasonably withheld; provided, however, that upon the request of the superintendent the school committee shall provide an explanation of disapproval."

Andrew Shen has served the Acton-Boxborough Regional School District with distinction for 15 years as an assistant principal, Principal and for the last two years, as the Director of Special Projects. Over this time, Andrew has proven himself as an exemplary administrator who can effectively navigate a wide variety of challenges.

In his current role as the Director of Special Projects, Andrew has been responsible for the communication and the development of the District's Annual Report, has supported the work of Principals and District Leaders around the implementation of MTSS, has served as the liaison to the School Committee Policy Subcommittee, has assisted Human Resources on a variety of projects throughout the pandemic, and most recently has assumed responsibility for Principal Support and mentoring as well as oversight of the school nursing program.

Andrew's complete resume is attached to this memorandum, and I enthusiastically recommend him to you for your consideration as the next Deputy Superintendent of Schools for the Acton-Boxborough Regional School District.

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Recommended motion: "to appoint Andrew Shen as the Deputy Superintendent of Schools effective July 1, 2023 pending successful contract negotiations with the Superintendent of Schools."

Attachments: Andrew Shen Resume

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Andrew W. Shen

(he/him/his)

LEADERSHIP AND TEACHING EXPERIENCE

ACTON-BOXBOROUGH REGIONAL SCHOOL DISTRICT
Acton, MA — *Director of Special Projects*

JULY, 2021 - PRESENT

Senior administrator for a regional district with 5200 PreK-12 students, 1100 employees, nine schools, and \$100m+ operating budget. Oversee the development and/or expansion of programs central to the District's strategic plan with an emphasis on equity, culturally responsive practices, SEL, and data-informed practices. Supports district strategy development and implementation, responsible for improving operational effectiveness at the District and school level, and provides direct support to all principals and their teams. Tasked with coordinating urgent and longer-term projects, initiatives, and support/response measures as needs emerge.

- Assisting in Human Resources operations and personnel-related matters regarding staff vacancies, questions pertaining to the contract and working conditions, and confidential investigatory meetings.
- Designed and implemented District recruitment and hiring efforts, with a specific goal around educator diversity. Developed communication and recruitment tools to expand reach to candidates [[click here](#)].
- Responsible for district communication and messaging. Includes, but not limited to, District *Annual Report* [[click here](#)], A-B's digital footprint, recruitment, and press releases.
- Responsible for designing and coordinating the launch of school-based and district data collection systems, including adoption of *Panorama* and district-developed survey instruments.
- Coordinate district professional learning including partnership with *Lesley University's LIFTS* program to provide on-site graduate-level courses for staff on trauma-informed teaching practices.
- Serve as District's *Records Access Officer* (RAO) and addresses all requests for public records. Serve as *Custodian of Records* for requests pertaining to student records.
- Facilitator for the School Committee's *Policy Subcommittee*. Responsible for facilitating development and implementation of district policies.
- Additional projects include the creation of uniform incident investigation and reporting manual, drafting modified educator evaluation language, updating safety and emergency planning for schools, assisting with opening of a new elementary campus, addressing staffing shortages in transportation and food services, and coordinating COVID-related protocols.

EDUCATION

Master of Education (EdM) in
School Leadership, 2008
Harvard University
Cambridge, MA

Master of Arts in Teaching
(MAT) in Social Studies, 2000
Brown University
Providence, RI

Bachelor of Arts (BA) in
History and Education, 1999
Brown University
Providence, RI

AWARDS, LICENSURE, OTHER

Massachusetts Superintendent
and Principal licensure, and
SEI Endorsement,
License #365587

United Way Acton-Boxborough
Board Member,
July 2022-Present

Metropolitan Mediation
Certification, 2010
36-hour certificate program of
training in mediation, alternative
dispute resolution training

James Madison National
Fellowship, 1999
For graduate study in teaching
constitutional history and
government; funded graduate
degree work at Georgetown
and Brown

ACTON-BOXBOROUGH REGIONAL SCHOOL DISTRICT

Acton, MA — *Principal, RJ Grey Junior High School*

JULY, 2012 - JUNE, 2021

Instructional leader for 90 certified professional staff, 30 support staff and between 850 and 950 students. Responsible for advancing continuous improvement in areas of academic achievement, social-emotional health and wellness, school culture, and professional learning of staff.

ACTON-BOXBOROUGH REGIONAL SCHOOL DISTRICT

Acton, MA — *Assistant Principal, RJ Grey Junior High School*

JULY, 2008 - JUNE, 2012

One of two Assistant Principals responsible for day-to-day operations of the school and supporting a positive school experience for students, staff, and families

NORTHEASTERN UNIVERSITY

Boston, MA— *Director, Asian American Center; Associate Dean for Academic & Cultural Enrichment Services*

2005 - 2007

Founding Director of the newly established Center. Successfully grew and managed expansion of the Center's annual budget, and designed programs, student services, and partnerships that serve as cornerstone of Center portfolio. Also served as Interim supervisor for ACES: John D. O'Bryant African American Institute, Latino/a Student Cultural Ctr, International Student & Scholar Institute, and Disability Resource Center.

LINCOLN-SADBURY REGIONAL HIGH SCHOOL,

Sudbury, MA — *History Teacher*

2000 - 2004

Full-time history teacher, responsible for courses in American History, Law, and World History and Cultures. Designed the elective, "*The Promised Land: The Changing Face of Race, Ethnicity and the American Dream*" [click here]; held coaching roles for varsity/sub-varsity programs including girls and boys volleyball

DISTRICT LEADERSHIP ROLES & PROJECTS

Contract Negotiations Committee/Bargaining Team- *Member (Fall 2019 and Fall 2022)*

Dir. of Diversity, Equity & Inclusion Search- *Chair (2022)*

MTSS Steering Committee- *Co-Facilitator (2021-Present)*

BIPOC Staff Affinity Group-*Facilitator/Member (2020 Present)*

Transition to School Steering Committee- *Member (2020)*

Challenge Success— *Facilitator (2016)*

Superintendent Search— *Lead Facilitator (2013-2014)*

Changing Demographics Study— *Facilitator (2009-2010)*



Acton-Boxborough Regional School Committee Meeting Agenda Item Summary

MEETING DATE	1-12-2023	AGENDA ITEM NUMBER	5.a
AGENDA ITEM TITLE	FY24 Budget Presentation		
PRESENTER(S)	Peter Light		
SUMMARY OF TOPIC	FY24 Budget Presentation		

WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?	
	No action requested - this is a short update or presentation of information
X	Request input and questions from the School Committee, but no vote required
	Request formal action with a specific vote:
	If formal action is requested, is this item being presented:
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APPROX AGENDA TIME	60 mins.
FOLLOW-UP	
ATTACHMENTS	Budget presentation and backup slides (addendum)

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Acton-Boxborough Regional School Committee

Meeting Agenda Item Summary

MEETING DATE	1-12-2023	AGENDA ITEM NUMBER	5.b
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AGENDA ITEM TITLE	FY24 School Calendar - Second Read
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PRESENTER(S)	Peter Light
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SUMMARY OF TOPIC	This is the Second Read of the proposed calendar for the 2023-24 school year.
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WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?	
	No action requested - this is a short update or presentation of information
	Request input and questions from the School Committee, but no vote required
X	Request formal action with a specific vote:
	If formal action is requested, is this item being presented:
	<input type="checkbox"/> for the first time, with a request that the School Committee vote at a subsequent meeting
	X with the request that the School Committee take action immediately or at the next meeting

APPROX AGENDA TIME	5 mins.
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SUGGESTED MOTIONS	
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ATTACHMENTS	Proposed FY24 School Calendars
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August 2023					School Start 2023	February 2024				
M	T	W	T	F	Aug 29, 30, & 31 Teachers' Prof Learning	M	T	W	T	F
	1	2	3	4	Sep 5 First day for students (K-7, 9)				1	2
7	8	9	10	11	Sep 6 First Day for students (8, 10-12)	5	6	7	8	9
14	15	16	17	18	NS - Schools Closed for Students PK-12	12	13	14	15	16
21	22	23	24	25	Sep 1 Schools closed; Offices open	FEBRUARY VACATION Feb. 19-23				
28	TCHR	TCHR	TCHR		Sep 4 Labor Day	26	27	28	29	
September 2023					Sep 5 First day for students (K-7, 9)	March 2024				
M	T	W	T	F	Sep 6 First Day for students (8, 10-12)	M	T	W	T	F
				1	Sep 15 Rosh Hashanah; Offices open					1
NS	5	6	7	8	Sep 25 Yom Kippur; Offices open	4	5	6	7	8
11	12	13	14	NS	Oct 9 Indigenous Peoples' Day	11	12	13	14	15
18	19	20	21	22	Nov 10 Veterans Day	18	19	20	21	22
NS	26	27	28	29	Nov 23 Thanksgiving	25	26	27	28	NS
October 2023					Nov 24 Schools closed; Offices closed	April 2024				
M	T	W	T	F	Dec 25 Christmas	M	T	W	T	F
2	3	4	5	6	Dec 25-Jan1 Vacation; Offices open	1	2	3	4	5
NS	10	11	12	13	Jan 1 New Year's Day	8	9	NS	11	12
16	17	18	19	20	Jan 15 Martin Luther King Jr. Day	APRIL VACATION Apr. 15-19				
23	24	25	26	27	Feb 19 Presidents' Day	22	23	24	25	26
30	31				Feb 19-23 Feb Vacation; Offices open	29	30			
November 2023					March 29 Good Friday; Offices open	May 2024				
M	T	W	T	F	April 10 Eid al-Fitr	M	T	W	T	F
		1	2	3	April 15 Patriots' Day			1	2	3
6	7	8	9	NS	April 15-19 April Vacation; Offices open	6	7	8	9	10
13	14	15	16	17	May 27 Memorial Day	13	14	15	16	17
20	21	1/2 day	NS	NS	June 7 ABRHS Graduation	20	21	22	23	24
27	28	29	30		June 17 Eid al-Adha	NS	28	29	30	31
December 2023					June 19 Juneteenth	June 2024				
M	T	W	T	F	June 20-180th Day - Last Day (if no cancellations)	M	T	W	T	F
				1	June 27 - 185th Day - Hold for Possible Cancellations	3	4	5	6	7
4	5	6	7	8	First/Last Days of School	10	11	12	13	14
11	12	13	14	15	Early Release Days	NS	18	NS	1/2 Day	21
18	19	20	21	1/2 day	No School-Holiday, Vacations	24	25	26	27	28
WINTER VACATION Dec. 25 - Jan. 1										
January 2024					Starting and Dismissal Schedule					
M	T	W	T	F	School	Start	Dismissal	Early Dismissal		
NS	2	3	4	5	CHECP Morning	8:15 a.m.	11:00 a.m.			
8	9	10	11	12	CHECP Afternoon	12:00 p.m.	2:45 p.m.			
NS	16	17	18	19	CHECP All Day	8:15 a.m.	2:45 p.m.			
22	23	24	25	26	K- Morning	8:50 a.m.	11:50 a.m.			
29	30	31			K- All Day	8:50 a.m.	3:20 p.m.	12:50 p.m.		
Add'l Religious and Cultural Observ. (not on school days)					R.J Grey JHS	8:00 a.m.	2:36 p.m.	11:10 a.m.		
11/12/23 Diwali					AB Regional HS	8:00 a.m.	2:47 p.m.	11:22 a.m.		
2/10/24 Lunar New Year										



2023-2024 ACADEMIC CALENDAR

ACTON BOXBOROUGH SCHOOLS

August 2023					School Start 2023	February 2024				
M	T	W	T	F	Aug 24, 25, 28 Teachers' Prof Learning	M	T	W	T	F
	1	2	3	4	Aug 29 First day for students (K-7, 9)				1	2
7	8	9	10	11	Aug 30 First Day for students (8, 10-12)	5	6	7	8	9
14	15	16	17	18	NS - Schools Closed for Students PK-12	12	13	14	15	16
21	22	23	24	TCHR	Sep 1 Schools closed; Offices open	FEBRUARY VACATION Feb. 19-23				
TCHR	29	30	31		Sep 4 Labor Day	26	27	28	29	
September 2023					Sep 15 Rosh Hashanah; Offices open	March 2024				
M	T	W	T	F	Sep 25 Yom Kippur; Offices open	M	T	W	T	F
				NS	Oct 9 Indigenous Peoples' Day					1
NS	5	6	7	8	Nov 9 Professional Day	4	5	6	7	8
11	12	13	14	NS	Nov 10 Veterans Day	11	12	13	14	15
18	19	20	21	22	Nov 23 Thanksgiving	18	19	20	21	22
NS	26	27	28	29	Nov 24 Schools closed; Offices closed	25	26	27	28	NS
October 2023					Dec 25 Christmas	April 2024				
M	T	W	T	F	Dec 25-Jan1 Vacation; Offices open	M	T	W	T	F
2	3	4	5	6	Jan 1 New Year's Day	1	2	3	4	5
NS	10	11	12	13	Jan 15 Martin Luther King Jr. Day	8	9	NS	11	12
16	17	18	19	20	Feb 19 Presidents' Day	APRIL VACATION Apr. 15-19				
23	24	25	26	27	Feb 19-23 Feb Vacation; Offices open	22	23	24	25	26
30	31				March 29 Good Friday; Offices open	29	30			
November 2023					April 10 Eid al-Fitr	May 2024				
M	T	W	T	F	April 15 Patriots' Day	M	T	W	T	F
		1	2	3	April 15-19 April Vacation; Offices open			1	2	3
6	7	8	NS	NS	May 27 Memorial Day	6	7	8	9	10
13	14	15	16	17	June 7 ABRHS Graduation	13	14	15	16	17
20	21	1/2 Day	NS	NS	June 14 - 180th Day - Last Day/Early Rel if no cancel	20	21	22	23	24
27	28	29	30		June 17 Eid al-Adha	NS	28	29	30	31
December 2023					June 19 Juneteenth	June 2024				
M	T	W	T	F	June 25 185th Day (hold for possible cancellations)	M	T	W	T	F
				1		3	4	5	6	7
4	5	6	7	8	First/Last Days of School	10	11	12	13	1/2 Day
11	12	13	14	15	Early Release Days	NS	18	NS	20	21
18	19	20	21	1/2 Day	No School-Holiday, Vacations	24	25	26	27	28
WINTER VACATION Dec. 25 - Jan. 1										
January 2024					Starting and Dismissal Schedule					
M	T	W	T	F	School	Start	Dismissal	Early Dismissal		
NS	2	3	4	5	CHECP Morning	8:15 a.m.	11:00 a.m.			
8	9	10	11	12	CHECP Afternoon	12:00 p.m.	2:45 p.m.			
NS	16	17	18	19	CHECP All Day	8:15 a.m.	2:45 p.m.			
22	23	24	25	26	K- Morning	8:50 a.m.	11:50 a.m.			
29	30	31			K- All Day	8:50 a.m.	3:20 p.m.	12:50 p.m.		
Add'l Religious and Cultural Observ. (not on school days)					R.J Grey JHS	8:00 a.m.	2:36 p.m.	11:10 a.m.		
11/12/23 Diwali					AB Regional HS	8:00 a.m.	2:47 p.m.	11:22 a.m.		
2/10/24 Lunar New Year										



Acton-Boxborough Regional School Committee Meeting Agenda Item Summary

MEETING DATE	1-12-2023	AGENDA ITEM NUMBER	5.c.i.
AGENDA ITEM TITLE	Subcommittee and Member Reports		
PRESENTER(S)	various		
SUMMARY OF TOPIC	Appointment of Subcommittee Chairperson and members		

WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?	
<input checked="" type="checkbox"/>	No action requested - this is a short update or presentation of information
<input type="checkbox"/>	Request input and questions from the School Committee, but no vote required
<input type="checkbox"/>	Request formal action with a possible vote:
	If formal action is requested, is this item being presented:
	for the first time, with a request that the School Committee vote at a subsequent meeting OR
	with the request that the School Committee take action immediately

If formal action is requested, include a suggested motion or contact Julie LaLumiere.

SUGGESTED MOTION	
FOLLOW-UP	
APPROX. TIME FOR THE AGENDA ITEM (MIN.)	15 min.
ATTACHMENTS	Survey memo (<i>Addendum</i>)

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Acton-Boxborough Regional School District

15 Charter Road Acton, MA 01720

978-264-4700

www.abschools.org

Peter J. Light
Superintendent of Schools

To: ABR School Committee
From: Peter Light, Superintendent of Schools
Date: January 9, 2023
RE: School Resource Officer Committee - Volunteer Responses

Outreach and Distribution

On December 16, 2022 messages were sent to members of the Acton-Boxborough community about the School Committee's plans to create a subcommittee to study the School Resource Officer program. Those interested in submitting their name for consideration were asked to apply by January 4, 2023. Students at the High School were provided a deadline of January 6, 2023.

- An email invitation to all parents/guardians of students currently enrolled in the District
- An email invitation was sent to all High School students via their AB Schools email accounts
- An email invitation was sent to all current District employees.

Results

53 total responses were received.

- 31 students from the High School
- 11 parent/guardians
 - 6 indicated that they are parents/guardians of students who receive special education services through an IEP
 - 2 indicated that they are/have been members of the DEI Family Advisory committee
 - None of the submissions indicate having a student who receives English language services
- 2 school-based administrators
 - 1 from the Junior High
 - 1 from the High School
- 4 school-based staff
 - 2 elementary school staff members
 - 2 high school staff members
 - 1 staff member who is a part of the Counseling/Psychologist Department

We are currently confirming membership and will have a member roster to share at the School Committee meeting on January 12, 2023.

To develop engaged, well-balanced learners through collaborative, caring relationships.





Acton-Boxborough Regional School Committee

Meeting Agenda Item Summary

MEETING DATE	1-12-2023	AGENDA ITEM NUMBER	5.c
AGENDA ITEM TITLE	Subcommittee and Member Reports		
PRESENTER(S)	various		
SUMMARY OF TOPIC	Customary updates from the Subcommittees, ALG, BLF if they have met since the last School Committee meeting		

WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?	
	No action requested - this is a short update or presentation of information
	Request input and questions from the School Committee, but no vote required
X	Request formal action with a specific vote:
	If formal action is requested, is this item being presented:
	for the first time, with a request that the School Committee vote at a subsequent meeting OR
X	with the request that the School Committee take action immediately

If formal action is requested, include a suggested motion or contact Julie LaLumiere.

SUGGESTED MOTION	
FOLLOW-UP	
APPROX. TIME FOR THE AGENDA ITEM (MIN.)	5 min.
ATTACHMENTS	Class Size Guideline Policy, File IIBA

To develop engaged, well-balanced learners through collaborative, caring relationships.

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File: IIBA - ELEMENTARY CLASS SIZE GUIDELINES

The School Committee has a commitment to provide the highest quality education for our children [within the resources available in the community](#). The Committee recognizes that desirable class sizes are a necessary part of the growth and development of the individual student. Therefore, the committee recommends that [elementary](#) classes are kept within the following ranges. Attainment of class sizes within these ranges shall, however, be dependent on budget and space considerations.

Class size ranges:

Kindergarten	18-20 students
Grades 1-3	20-22 students
Grades 4-6	22-24 students
Grades 7-12	22-24 students

Students will be placed in schools with an attempt to balance class sizes across the district. Principals will determine class placement within each school. [The School committee recognizes that a variety of factors, including the educational needs of students within a class, may impact the size of the class. Class sizes may also have a wider variation at the secondary level based on student course enrollment.](#)

Elementary class sizes will be reported to the committee monthly.

Approved 12/4/14

[Revised 12/1/22 \(First Read\)](#)

[VOTE 12/15/22](#)

Acton-Boxborough Regional School District

- File: IHAMA-K - HEALTH AN
- File: IHAMB - TEACHING AB
- File: IHAMD - USE OF WEAF
- File: IHAMD-R - USE OF WE
- File: IHB - PROGRAMS FOR
- File: IHBA - SECTION 504 P
- File: IHBD - TITLE 1 FUNDS
- File: IHBEA - ENGLISH LEAF
- File: IHBF - HOME OR HOSF
- File: IHBF-E-1 - PHYSICIAN'S
- File: IHBG - HOME SCHOOL
- File: IHBG-R-1 - HOME SCH
- File: IHBG-R-2 - INSTRUCTI
- File: IHBG-R-3 - EXTRACUR
- File: IIBA - ELEMENTARY CL
- File: IJM - SPECIAL INTERE
- File: IJND - EMPOWERED D
- File: IJND-E - EMPOWERED
- File: IJNDC - SCHOOL AND
- File: IJNDD - SOCIAL MEDIA
- File: IJNDD-R - SOCIAL MEC
- File: IJOA - STUDENT FIELD
- File: IJOA-R - FIELD TRIP PF
- File: IJOC - SCHOOL VOLUN
- File: IK - REPORTING STUD
- File: IKAB - STUDENT PROG
- File: IKB - HOMEWORK POL
- File: IKE - PROMOTION AND
- File: IKF - GRADUATION REC
- File: IL - EVALUATION OF IN
- File: ILE - EDUCATIONAL RE
- File: ILE-R - EDUCATIONAL I
- File: IMB - TEACHING ABOU
- File: IMD - RELIGIOUS AND
- File: IMD-R - RELIGIOUS AN
- File: IMGA - SERVICE ANIM
- File: IMGA-R - SERVICE ANII
- File: IMGB - COMFORT ANIM
- File: IMGB-R - COMFORT AN

File: IIBA - ELEMENTARY CLASS SIZE GUIDELINES

The School Committee has a commitment to provide the highest quality education for our children. The Committee recognizes that desirable class sizes are a necessary part of the growth and development of the individual student. Therefore, the committee recommends that elementary classes are kept within the following ranges. Attainment of class sizes within these ranges shall, however, be dependent on budget and space considerations.

Class size ranges:

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Grades 1-3	20-22 students
Grades 4-6	22-24 students

Students will be placed in schools with an attempt to balance class sizes across the district. Principals will determine class placement within each school.

Elementary class sizes will be reported to the committee monthly.

Approved 12/4/14

Acton-Boxborough Regional School District

SECTION J - STUDENTS

SECTION K - COMMUNITY RE



Acton-Boxborough Regional School Committee Meeting Agenda Item Summary

MEETING DATE	1-12-2023	AGENDA ITEM NUMBER	5.d
AGENDA ITEM TITLE	CONSENT AGENDA: Approval of Meeting Minutes, Donations, Annual Authorization		
PRESENTER(S)	Kyra Cook		
SUMMARY OF TOPIC	Items on the Consent Agenda do not usually require discussion and are approved with one vote. After members are asked if any items should be held out for individual consideration, a motion to approve the consent agenda is made, seconded, and voted on. Any items held from the consent agenda are then discussed and voted on separately.		

WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?	
	No action requested - this is a short update or presentation of information
	Request input and questions from the School Committee, but no vote required
X	Request formal action with a specific vote:
	If formal action is requested, is this item being presented:
	for the first time, with a request that the School Committee vote at a subsequent meeting OR
	X with the request that the School Committee take action immediately

If formal action is requested, include a suggested motion or contact Julie LaLumiere.

SUGGESTED MOTION	"Move that the ABRSC approve the consent agenda as proposed/amended."
FOLLOW-UP	
APPROX. TIME FOR THE AGENDA ITEM (MIN.)	5 min.
ATTACHMENTS	Draft minutes

To develop engaged, well-balanced learners through collaborative, caring relationships.



Acton-Boxborough Regional School District

15 Charter Road Acton, MA 01720

978-264-4700

www.abschools.org

Acton-Boxborough Regional School Committee Meeting

December 15, 2022 from 7:00 p.m.

Administration Building Auditorium To view only: <https://www.youtube.com/actontv1>

DRAFT MINUTES

- Members Present: Evelyn Abayaah-Issah, Ben Bloomenthal, Kyra Cook, Liz Fowlks, Adam Klein, Ginny Kremer (left at 9:32 p.m.), Andrew Schwartz, Yebin Wang, Rebeccah Wilson
- Members Absent: Amy Krishnamurthy, Tessa McKinley
- Others: Marie Altieri, Deborah Bookis, Peter Light, Beth Petr, Dave Verdolino
-

1. CALL TO ORDER (7:00)

The Acton Boxborough Regional School Committee was called to order at 7:00 p.m. by Chairperson Kyra Cook. She stated that the meeting was being recorded and would be posted on Acton TV's website at actontv.org.

2. CHAIRPERSON'S WELCOME - *Kyra Cook*

a. Public Participation

Corinne Hogseth referred to the meeting two weeks ago when the Superintendent defined empathy and encouraged people to listen to each other and digest comments before voting on issues. Ms. Hogseth believes that Committee members do not listen to input or opinions they disagree with.

b. Superintendent's Update - *Peter Light*

Given the full agenda, the update was brief and would be sent out to families and posted to the website tomorrow. Mr. Light stressed that they are seeing a large uptake in flu, covid and rsv. He strongly encouraged families to keep sick children home.

3. GUESTS AND PRESENTATIONS

a. Literacy Overview - (see slides)

Deborah Bookis, Jennifer Truslow, Sharon Ryan, Dora Sanchez, Stacy Vallely, Kerry Cusick, Christy Nealon, and Ann Marie Phelan

i. District Goal & Outcomes: MCAS and iReady - *D. Bookis, J. Truslow*

When asked how much time is spent preparing for MCAS every year, it was stated that while the skills needed for success are kept in mind, specific MCAS prep work is not done.

ii. Dyslexia Regulations - *J. Truslow*

Amanda Bailey, Co-Chair of the Special Education Parent Advisory Committee, loved the proactive identification of students with this need, but expressed concern about students who were not identified early and are still struggling now in 4th, 5th and 6th grades. Is there a plan to address that and the social emotional costs for them of not being able to read?

- iii. **K-6 Literacy Teaching: Curriculum - D. Sanchez, S. Vallely, K. Cusick, D. Bookis**
Given the needs of our multilingual learners, how will this improve the data we are seeing? Deborah Bookis commented that scheduling allows students access to the core curriculum which actually has MTSS built into it and includes multilingual components. It does not seem add-on or extra. All of the programs are geared to make the structure cohesive throughout the grades. Referring to slide 7 regarding the Fall iReady breakdown, students' performance shows some relative strengths, but vocabulary and comprehension skills are shown as an issue. There is now a focus on these areas. The district is not changing what they are doing, but looking at ways to complement what is already being done.
- iv. **Multi-Tiered System of Support (MTSS)**
This is a multi-year process. We now have a collective efficacy team that can bring all of the resources together for the teacher and student. Previously, teachers had to coordinate this themselves. When asked how the Committee can help with the challenges of this process, Deborah stated that one of the most important things the Committee does is the budget. Making sure the staff has the resources for materials and professional learning is key.
- v. **Family Engagement and Professional Learning - D. Sanchez, D. Bookis**
Amanda Bailey expressed concern about progress reporting to families and inconsistent responses some parents have received when they asked for reports. Not having report cards or homework at early primary grades adds to the difficulty. Parents and caregivers need this information so they can partner with staff and help kids. Amanda referred to policies IK Reporting Student Progress and IKAB Student Progress Reports to Parents/Guardians.

Members discussed the importance of this issue. Guidance regarding communicating with parents and caregivers has been shared with educators. If parents are not receiving information about their children, the Administration needs to know. This is not to be punitive but to support consistent implementation. Mr. Light acknowledged that the amount of work done by our educators over the past several years around this shift in practice has been "monumental" and it takes time. It is also important that data be given in context, for instance at fall conferences with other student information. Last year, all reading specialists created one document to share with all families they work with regarding reading support.

Members asked for a general letter regarding what parents can expect to be informed about in a timely way, perhaps with a timeline and/or goal. Mr. Light will consider this although it assumes everyone is on the same timeline and work is not always linear. It was noted that progress also depends on the School Committee providing funding. Amanda Bailey called attention to the underperforming subgroups, and asked that they be engaged right away because they cannot wait. Deborah said a website will be created to explain some of the jargon being used so it is understandable for everyone.

b. **FY24 Budget Overview - *Peter Light, David Verdolino***

Dave gave an early preview of the budget. The first full presentation will be on Jan 12. The proposal is based on using \$1.25 M of E&D for FY24 at this time. FY23 budget increase was 3% after a reduction of 20.6 FTE staff (slide 4). The State is calling for a 14% increase in out-of-district tuition and transportation. Some of the covid grants are going away and will need to be made up for. Early projections indicate a gap of approximately \$3M between estimated revenue and initial expense projection. Keeping the Acton levy limit in mind, total budgeted revenues of approximately \$105.5M are estimated. Based on early estimates, the all-in costs of a level service budget are estimated to be approximately \$108.5M, an increase of 5.4%.

State funding is based on a Chapter 70 formula foundation budget that is set in stone. Because we are a relatively affluent community, we are in the hold harmless category. There are movements starting that may help communities like AB. Dave is watching them including a recent bill that has been filed. Significant challenges are expected. Members of the Acton Leadership Group were thanked for their participation, as well as the Acton Select Board and Finance Committee. The Town of Boxborough continues to see an increase in the number of students coming from Boxborough. As a result, Boxborough residents' increase in assessment will be higher.

c. **Administrative Update to Book Challenge - *Peter Light, Deborah Bookis***

Mr. Light summarized the ABRHS Library Book Challenge: *This Book is Gay* by Juno Dawson memo in the packet emphatically affirming that "the Acton-Boxborough Regional School District is and will remain a safe space for all students, staff and families, including those who identify as LGBTQ+." Differences in opinion are important to have but it is also important that we don't try to read intent into why there are different opinions. Per the process and policy in place regarding curriculum, the book was reviewed by a committee and it was reaffirmed that it will remain in the High School library. This is a final decision and cannot be reviewed again for a three year period. It was recommended that the same review process be used for the Junior High Library. This was done and it was recommended that this book be removed from the Junior High collection.

Comments from School Committee members included:

- Knowledge is power. Fear is the driving emotion behind this outrage. Kids need to be safe and feel safe. This is “our” community and we keep “us” safe.
- The issue raised was not that these topics were being taught, it was that this book is in the High School library.
- Per MA law, parents may opt out of the sexual education program at the High School. Many of the topics in this book that people found offensive are questions that come up from kids in our sex ed classes. This book is a resource for students who may be looking for more information about their situation, although some of the book’s language is not what we or educators would use.
- When you think about the broader, “our” children vs “my” children, you have to be broader regarding what is available to people. Parents who have concerns were encouraged to work with the Administration to be sure their children are well protected in the school environment. This member wanted his children to have access to additional resources in the school library.
- Outside groups are here providing tactics and guides and support for how to quiet the noise coming from this book. At the same time, we’ve seen recurring vandalism at our junior high where swastikas have been placed in open view, but no one has come here tonight to talk about these active symbols of hate. These symbols are meant to antagonize, divide, suppress and hurt. This book is a way for a reader to privately explore their identity. We should strive to build up our neighbors, support our friends and help our kids become the best versions of themselves that they can be. “Let Love Rule” per Lenny Kravitz.
- Some of the things said online seem so out of bounds. We are a community. Our kids all go to school together. It is very upsetting that our teachers have been accused and disparaged. Think twice before commenting negatively about the people who educate our students. They are amazing and work really hard. Let’s set an example for our kids.
- Our High School library should affirm that all of our students are whole humans. This book is not part of any curriculum or in classroom libraries; it is a book of a thousand in the school library. This is not being forced on anyone or part of any agenda. This is about access and availability.

Comments from the public were limited to 2 minutes each and included:

- The President of Common Ground at the High School shared that the 20 members of the group often say they feel so safe in some classrooms because books like this are in our library and they can have discussions that allow them “to exist”. She hopes people can see this value and thanked the Committee.
- This is not just about one book. Why is a poster with a list of books hanging in a classroom? Someone is trying to create awareness and push an agenda.
- This is a thoughtful book for teens, oriented toward safety and what not to do. It is also available at the Acton Memorial Library.

- The Grapes of Wrath was one of the most banned books in the US and is one of the greatest he's ever read. The diversity and inclusion of Acton is really important.
- Regarding internet safety, entering a birthday is often all that is needed to enter a platform. Grindr is used by predators, for human trafficking and prostitution and hate crimes. Copies of a WGBH article regarding the safety of Grindr were left for Committee members.
- Decades of research back up that comprehensive sex education keeps our kids safer, including the social aspects. The Constitution does not permit the official suppression of ideas and particularly regarding school libraries.
- An advisor for Common Ground shared that not all students feel safe coming to the group, or talking to their parents about what books they take out of the library or about puberty and figuring out who they are. This book has an unwillingness to shy away from what life looks like to be gay. Our students need this book for when they're afraid to talk to their parents, educators or doctors.
- A social worker/therapist, parent and member of the LGBTQ+ community has witnessed the devastating results of what happens when LGBTQ+ youth don't see reflections of themselves in their homes or community. The need for mirroring is crucial. Suicide ideation rates for these young people are more than double their heterosexual peers. It is critical to continue making this a safe and welcoming community for all, and specifically providing access to this type of literature for young people.
- A student stated that one of the most common arguments is people saying that gay men are predators, but almost every "To Catch a Predator" show starts with someone finding victims on Tindr, not just on Grindr.

4. NEW BUSINESS

a. FY2023-24 School Calendar - First Read - *Peter Light*

Members were asked to consider a new, more easily readable format. The start of school is based on when Labor Day falls. Three teacher days are being proposed before school starts (includes one professional day that used to be in November). This year two weeks in November were broken up back to back so the proposal prevents that. As a result, school could start right after Labor Day. Making the day before winter vacation a half day is suggested because it is a big travel day for families. The proposed calendar shows the last day of school on June 17 if no extra days used.

In response to coordinating childcare, Community Education will offer as many programs as they can but it depends on available staff. Some local businesses offer extra days. A member asked for more publicity for childcare options. Members liked the one page format highlighting religious holidays on the front. The week of June 17-25 could be in yellow so parents see that school could go that late in the year. Could the information on the right side be chronologically listed with the blue items separate?

One member preferred the usual months going down the page instead of across. The Jr High early release days will be added in the next version.

5. ONGOING BUSINESS

- a. Consent Agenda/Action Items - **VOTE** - *Kyra Cook*
 - i. Approval of ABRSC Meeting Minutes of 12/01/22
 - ii. Approval of Donation of \$16,000 from Friends of the Acton Libraries to the ABRSD Libraries
 - iii. Approval of Lifetouch Commission Check to RJ Grey Jr High School
 - iv. Approval of Donations Valued over \$1,000 - Middlesex Savings Bank to Proscenium Circus
 - v. Recommend to Dissolve Class of 2014 and F.I.S.H. Student Activity Ledgers
 - vi. Recommend to Transfer F.I.S.H. funds to Economics Club and Future Business Leaders of America
 - vii. Approval of Donation to Acton-Boxborough Regional High School Softball Program of batting cage and storage shed

Adam Klein moved, Ben Bloomenthal seconded and it was unanimously, **VOTED**: to approve the consent agenda with gratitude.

- b. Subcommittee and Member Reports
 - i. School Resource Officer (SRO) Subcommittee / Vote to Establish a Subcommittee to Recommend the Future of SRO Program - **VOTE** - *K. Cook*

Adam Klein reviewed his memo in the packet that resulted from discussion at the 12/1/22 ABRSC meeting. At that meeting, members decided to form a subcommittee to further evaluate the SRO program and make a recommendation to the School Committee regarding the future of this program.

A member who was not at the 12/1 meeting asked how this decision was made. Kyra Cook explained that people at that meeting said there had not been enough time to give input and vote on this program. Adam suggested that a subcommittee could gather all of that information via a survey and share it with the full committee for a decision. Adam was the only member who volunteered to chair the subcommittee. The member who was not at the 12/1 meeting felt leadership of the subcommittee should have been opened up to all members. Adam accepted the feedback and suggested that if any other members wanted to chair it, including himself, they could contact Kyra and she could decide.

A new Committee member felt the process was still being rushed. Kyra pointed out that the subcommittee was what was asked for. Over an hour was spent at the last meeting on this topic and months will be spent talking about it after the survey is done. A timeline has not been provided yet because it was agreed that the subcommittee should discuss this and present it to the full Committee.

There was a discussion about the best way to include input from the Select Board and Finance Committee given that the town of Acton funds the SRO program. There was a sense of the Committee that outreach to the two groups should be done but not necessarily have them as subcommittee members. Kyra agreed to take the data from the proposed survey and accept an email from anyone who wants to be considered for the subcommittee or chair of it.

Liz Fowlks moved, Ben Bloomenthal seconded and it was unanimously, **VOTED**: to create this subcommittee.

ii. Community Engagement - *Andrew Schwartz*

iii. Policy - *Ginny Kremer*

1. Class Size Guideline Policy, File IIBA - Second Read - **VOTE** - *Kyra Cook*
This agenda item was tabled because Ginny had to leave.

Adam Klein reported on the recent School Building Committee meeting. There has been a delay in the installation of the solar system. Nexamp is waiting for approval from Eversource, resulting in additional cost of approximately \$150,000 at this time. The contingency fee could cover this. Offsetting our electrical usage cannot start until the solar system is in place. Parents have complained about pot holes which have now been filled. Concerns like these are best brought up to the school principals.

c. Statement of Warrants and Recommendation to Approve - **VOTE** - *Kyra Cook*
Adam Klein moved, Ben Bloomenthal seconded and it was unanimously, **VOTED**: to approve the warrants (see memo for motion).

FYI

- Monthly Student Enrollment, December 1, 2022
- Community Coffee (virtual), January 18, 2023

NEXT MEETINGS: January 12 & January 26 ABRSC at 7:00 p.m. in the Admin. Building Auditorium

6. ADJOURN

Ben Bloomenthal moved, Liz Fowlks seconded and it was unanimously, **VOTED**: to adjourn the ABRSC at 10:03 p.m.

Respectfully submitted,
Beth Petr

List of Documents Used:

Agenda, agenda item summary pages, Literacy Memo from D. Bookis 12/7/22, Presentation slides, Early FY24 Budget Update Memo from P. Light 12/13/22, Presentation slides, ABRHS Library Book

Challenge: This Book is Gay by Juno Dawson Memo from P. Light 12/9/22, ABRHS Library Book Challenge: This Book is Gay (2021) by Juno Dawson Memo from Reconsideration of Instructional Materials Committee 12/6/22, Article from citizen - "Unseen: The Boy Victims of the Sex Trade" GBH News J. McKim, P. Martin, G. Lopez 7/12/21, FY24 ABRSD School Calendar for First Read, Draft Minutes of ABRSC meeting on 12/1/22 from B. Petr, Friends of the Acton Libraries Donation Letter from J. Fox 12/1/22, Donation checks from Lifetouch LLC, Middlesex Savings Bank, Student Activities Funds Transfer of Funds between SAF Club Ledgers Form from Class of 2014 to Class of 2025, Student Activities Funds Transfer of Funds between SAF Club Ledgers Form from F.I.S.H. to Economics Club/Young Investors and Future Business Leaders of America Clubs, ABRHS Softball Boosters Club Donation Letter 12/6/22, School Resource Officer Evaluation Subcommittee Memo from A. Klein 12/12/22, Proposed revision to Elementary Class Size Guidelines policy IIBA for Second Read, Warrants Memo from D. Verdolino 12/13/22, Student Enrollment 12/1/22



Acton-Boxborough Regional School Committee

Meeting Agenda Item Summary

MEETING DATE	1-12-2023	AGENDA ITEM NUMBER	5.e
AGENDA ITEM TITLE	Statement of Warrants and Recommendation to Approve		
PRESENTER(S)	Kyra Cook		
SUMMARY OF TOPIC	Warrants are the listing of all payments made by the school district for the period, including payroll, vendors and others. The School Committee approves these at every meeting.		

WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?	
	No action requested - this is a short update or presentation of information
	Request input and questions from the School Committee, but no vote required
X	Request formal action with a specific vote:
	If formal action is requested, is this item being presented:
	for the first time, with a request that the School Committee vote at a subsequent meeting OR
X	with the request that the School Committee take action immediately

If formal action is requested, include a suggested motion or contact Julie LaLumiere.

SUGGESTED MOTION	See motion in memo in the packet from D. Verdolino
FOLLOW-UP	
APPROX. TIME FOR THE AGENDA ITEM (MIN.)	2 min
ATTACHMENTS	Summary memo from D. Verdolino in the addendum and posted folder of individual warrants

To develop engaged, well-balanced learners through collaborative, caring relationships.

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Acton-Boxborough Regional School District

15 Charter Road - Acton, MA 01720
www.abschools.org

Finance Department
David A. Verdolino, Director
(978) 264-4700
dverdolino@abschools.org

January 9, 2023

To: School Committee Chair
From: Dave Verdolino /dav/
Re: School Committee Agenda - Warrants

Members –

Below please find a summary of warrants for which I am respectfully requesting your consideration and approval at the regular meeting on 1/12/2023.

The Budget Subcommittee has previously reviewed these warrants, for the purpose of check distribution. A majority of the Subcommittee conveyed their approval electronically and the related disbursements have been made. The full School Committee should vote its authorization of these expenditures of budgeted and other funds in its custody. All members have received for each warrant the information provided as shown below, namely:

1. (for vendor warrants, including payroll withholding remittances and student activities)
 - Declining balance register of payments (“Declining Dollar report”)
 - Warrant detail (payments by vendor)
2. (payroll)
 - Payroll warrant summary

As you know, these warrants, formerly provided in paper copy requiring physical signature, are now provided in digital copy with the School Committee meeting packet. A vote on the total memo value of warrants meets MGL guidelines for School Committee approval of warrants.

Thank you for your consideration and cooperation with this request.



Acton-Boxborough Regional School District

15 Charter Road - Acton, MA 01720
www.abschools.org

Finance Department
David A. Verdolino, Director
(978) 264-4700
dverdolino@abschools.org

Recommended Motion Wording

I move that the School Committee vote to approve the below listed warrants totaling \$10,552,554.17.

AP Vendor warrant(s) as follows -

23-012A	dated	12/15/2022	in the amount of	\$	177,488.12
23-013	dated	12/22/2022	in the amount of	\$	1,800,724.03
23-013A	dated	12/29/2022	in the amount of	\$	68,593.75
23-014	dated	1/5/2023	in the amount of	\$	411,773.11

Payroll Vendor warrant(s) as follows -

23-012PR	dated	12/15/2022	in the amount of	\$	636,256.17
23-013PR	dated	12/29/2022	in the amount of	\$	1,510,754.29

Payroll warrant(s) as follows -

P2312	dated	12/15/2022	in the amount of	\$	2,978,263.78
P2313	dated	12/29/2022	in the amount of	\$	2,960,090.62

Student Activities warrant(s) as follows -

23-013JH	dated	12/22/2022	in the amount of	\$	8,610.30
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Acton-Boxborough Regional School Committee

Meeting Agenda Item Summary

MEETING DATE	1-12-2023	AGENDA ITEM NUMBER	FYI
AGENDA ITEM TITLE	For Your Information (FYI)		
PRESENTER(S)	The Chairperson and/or Superintendent may highlight individual items		
SUMMARY OF TOPIC	A variety of items may be found in the FYI: announcements, awards, publicity, reference materials, etc. that do not need discussion.		

WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?	
<input checked="" type="checkbox"/>	No action requested - this is a short update or presentation of information
<input type="checkbox"/>	Request input and questions from the School Committee, but no vote required
<input type="checkbox"/>	Request formal action with a specific vote:
	If formal action is requested, is this item being presented:
	for the first time, with a request that the School Committee vote at a subsequent meeting OR
	with the request that the School Committee take action immediately

If formal action is requested, include a suggested motion or contact Julie LaLumiere.

SUGGESTED MOTION	
FOLLOW-UP	
APPROX. TIME FOR THE AGENDA ITEM (MIN.)	
ATTACHMENTS	various

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ACTON-BOXBOROUGH REGIONAL SCHOOLS 2022-2023

Levels	Sept. 1				Oct. 1				Nov. 1				Dec. 1				Jan. 1			
	A	B	C	Tot	A	B	C	Tot	A	B	C	Tot	A	B	C	Tot	A	B	C	Tot
*Preschool Services	10	1	0	11	10	1	0	11	11	1	0	12	11	1	0	12	11	1	0	12
Preschool	81	16	1	98	90	16	1	107	90	16	1	107	93	17	1	111	96	18	1	115
Preschool Total	81	16	1	98	90	16	1	107	90	16	1	107	93	17	1	111	96	18	1	115
K	238	55	5	298	238	55	5	298	240	54	5	299	242	51	5	298	241	52	5	298
1	276	58	7	341	275	58	7	340	278	58	7	343	279	58	7	344	280	58	7	345
2	255	61	9	325	255	62	9	326	258	61	8	327	258	61	8	327	258	62	8	328
3	305	59	4	368	303	58	4	365	305	58	4	367	308	58	4	370	309	57	4	370
4	305	74	6	385	304	74	6	384	307	75	6	388	309	75	6	390	309	76	6	391
5	317	86	4	407	315	86	4	405	317	86	4	407	319	86	4	409	318	86	4	408
6	339	53	7	399	340	53	7	400	340	53	7	400	338	53	7	398	340	52	7	399
Elem Sub Total	2035	446	42	2523	2030	446	42	2518	2045	445	41	2531	2053	442	41	2536	2055	443	41	2539
OOD Presch-6	12	1	0	13	11	1	0	12	12	1	0	13	12	1	0	13	12	1	0	13
Elem Total	2047	447	42	2536	2041	447	42	2530	2057	446	41	2544	2065	443	41	2549	2067	444	41	2552
7	326	78	8	412	325	78	8	411	325	78	8	411	323	78	8	409	322	78	9	409
8	342	70	5	417	340	70	5	415	341	68	5	414	340	69	5	414	341	69	5	415
JHS Sub Total	668	148	13	829	665	148	13	826	666	146	13	825	663	147	13	823	663	147	14	824
9	346	61	7	414	349	61	7	417	348	62	7	417	348	62	7	417	348	62	7	417
10	320	66	10	396	321	66	10	397	321	65	10	396	321	66	10	397	323	66	10	399
11	342	61	12	415	341	61	12	414	342	61	12	415	341	61	12	414	342	61	12	415
12	382	68	6	456	380	68	6	454	381	68	6	455	381	68	6	455	381	68	6	455
13	0	0	1	1	0	0	1	1	0	0	1	1	0	0	1	1	0	0	1	1
P.G.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
HS Sub Total	1390	256	36	1682	1391	256	36	1683	1392	256	36	1684	1391	257	36	1684	1394	257	36	1687
Secondary Sub Total	2058	404	49	2511	2056	404	49	2509	2058	402	49	2509	2054	404	49	2507	2057	404	50	2511
OOD 7-13	46	7	0	53	46	7	1	54	45	7	0	52	44	7	0	51	44	6	0	50
Secondary Total	2104	411	49	2564	2102	411	50	2563	2103	409	49	2561	2098	411	49	2558	2101	410	50	2561
Preschool Total	81	16	1	98	90	16	1	107	90	16	1	107	93	17	1	111	96	18	1	115
Elem Total	2047	447	42	2536	2041	447	42	2530	2057	446	41	2544	2065	443	41	2549	2067	444	41	2552
Secondary Total	2104	411	49	2564	2102	411	50	2563	2103	409	49	2561	2098	411	49	2558	2101	410	50	2561
Grand Total	4232	874	92	5198	4233	874	93	5200	4250	871	91	5212	4256	871	91	5218	4264	872	92	5228

*Preschool Preschool Services: Speech, OT, PT only, not included in Totals

A = ACTON Pre-School In D. = In District Distribution: P. Light D. Verdolino
 B = BOXBOROUGH P.G. = Post Graduates M. Altieri A. Bisewicz
 C = Choice/Staff/Tuit Ungr. = Ungraded D. Bookis K. Nelson
 J. Faber J. LaShombe/R. Shipp
 All Principals C. Doncaster

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

REV: 1/3/2023

Actual Acton-Boxborough Grade K-6

1/3/2023

Grade	Blanchard		Total	Conant		Total	Douglas		Total	Gates		Total	McCarthy		Total	Merriam		Total	Total #Sec.vg. Size		
	ADK	AM		ADK	AM		ADK	AM		ADK	AM		ADK	AM		ADK	AM				
K	54	4		37	1		52	4		54	0		54	1		36	1		298	16	18.6
	19	19	20	19	19	38	19	19	18	56	17	18	19	54	17	19	18	37			
			11			1			0				3				0		16		
Gr. 1	20	20	16	20	20	21	21	21	21	63	19	18	20	57	21	21	22	63	345	17	20.3
			10			0			2				2				1		19		
Gr. 2	18	18	19	18	20	38	20	20	19	59	18	20	38	20	20	19	59	20	328	16	20.5
			18			1			1				1				3		25		
Gr. 3	21	21	22	21	21	20	22	22	23	67	23	21	44	23	23	20	66	22	370	17	21.8
			18			2			2				2				4		30		
Gr. 4	22	20	23	23	21	22	23	24	47	22	23	45	23	24	24	71	24	391	17	23.0	
			26			3			1			3				5		38			
Gr. 5	22	24	23	23	23	24	22	23	45	23	22	45	21	21	21	84	23	408	17	24.0	
			20			3			3			2				2		34			
Gr. 6	21	22	23	23	24	25	23	22	45	23	24	21	68	25	25	25	75	25	399	17	23.5
			20			0			1			3				1		27			
			123			10			10			16				18		189			
Total	24	21.0	504	19	21.4	407	18	21.2	382	17	20.6	351	21	21.5	452	20	22.2	443	2539	117	21.7

123 Acton residents attend school in Boxborough

66 Boxborough residents attend school in Acton



Town of Acton Massachusetts

2023 ANNUAL ELECTION CALENDAR

Annual Town Election - Tuesday April 25, 2023

Nomination papers for the March 29, 2022 Annual Election are available December 1, 2022. Please email clerk@actonma.gov to request Nomination Papers.

Last day to obtain nomination papers Friday March 3, 2023

Last day to file nomination papers with Board of Registrars Tuesday March 7, 2023

Last day to object/withdraw Thursday March 23, 2023

Last day to register voters Friday April 14, 2023

Last day to post town warrant Tuesday April 11, 2023

TOWN OFFICIALS OFFICES TO BE ELECTED

Moderator

1 Member – 1 year term

Acton Board of Select Board

2 Members – 3 year term

School Committee

3 Members – 3 year term

Trustee- Memorial Library

1 Member – 3 year term

Water Supply District - Acton

1 Water District Commissioner – 3 year term
1 Water District Clerk – 3 year term

Absentee / Vote by Mail Applications for the Election are available at the link below.

Mail application to Town Clerk, 472 Main St, Acton Ma 01720

<https://www.sec.state.ma.us/ele/eleabsentee/absidx.htm>

Annual Town Meeting - Monday, May 1, 2023

TRUSTEES - TO BE ELECTED AT ANNUAL TOWN MEETING MUST BE NOMINATED AT TOWN MEETING

Temporary Moderator

1 Member - 1year term

Trustees, West Acton Citizen's Library

1 Member – 3year term

Trustees, Charlotte Goodnow Fund

1 Member – 3year term

Trustees, Elizabeth White Fund

1 Member– 3year term

Trustees, New Fireman's Relief Fund Acton

1 Member- 3 year term



BOXBOROUGH TOWN CLERK
29 Middle Road, Boxborough, Massachusetts 01719
Phone: (978) 264-1727 · Fax: (978) 264-3127
rharris@boxborough-ma.org

ELECTION/TOWN MEETING CALENDAR 2023

Annual Town Meeting: Monday, May 8; Tuesday, May 9; Wednesday, May 10; Thursday, May 11

Annual Town Election: Tuesday, May 16

Monday, January 9: Last day to submit warrant articles for Annual Town Meeting. 10 signatures needed for citizens' petition.

Tuesday, January 17: Nomination papers for elected town offices available from town clerk's office. Offices to be on the 2023 town ballot are as follows:

- Select Board, three-year term: 2 seats**
- Select Board, one-year term: 1 seat**
- School Committee, three-year term: 2 seats**
- Planning Board, three-year term: 2 seats**
- Library Trustees, three-year term: 2 seats**
- Board of Health, three-year term: 1 seat**
- Town Moderator, one-year term: 1 seat**

Friday, March 24: Last day to obtain nomination papers for Town Election (5:00PM)

Tuesday, March 28: Last day to file nomination papers with the Board of Registers/Town Clerk in order to be on the ballot for the May 16 Town Election. Papers are due in the Town Clerk's office by 5:00PM. A minimum of 25 signatures is required. Must be certified by the Town Clerk by April 11.

Thursday, April 13: Last day to withdraw name from nomination for town office (5:00PM)

Friday, April 28: Last day to register to vote at Town Meeting/Town Election. Voter registration forms will be available at the Boxborough Police Station, 520 Mass. Ave. until 5:00P.M. Residents can also [register online](#) until midnight.

Monday, April 24: Last day for Constables to post Election/Town Meeting Warrant

Monday, May 8: Annual Town Meeting 7:00PM, Blanchard Memorial School. (May 9,10,11th additional nights if needed).

Monday, May 15: Last day for in person absentee voting, by noon at Town Hall.

Tuesday, May 16: Annual Town Election, Boxborough Town Hall, 29 Middle Road. Polls will be open from 7:00AM-8:00PM.