

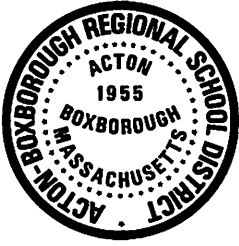


Acton-Boxborough Regional School
Committee Meeting

January 26, 2023

7:00 p.m.

Administration Building Auditorium
15 Charter Road, Acton



Acton-Boxborough Regional School District

15 Charter Road Acton, MA 01720

978-264-4700

www.abschools.org

Acton-Boxborough Regional School Committee Meeting

January 26, 2023 at 7:00 p.m.

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

1. CALL TO ORDER (7:00)
2. CHAIRPERSON'S WELCOME - *Kyra Cook*
 - a. Public Participation
 - b. Superintendent's Update - *Peter Light*
3. GUESTS AND PRESENTATIONS (7:15)
 - a. District Mathematics Update - Deborah Bookis, Jennifer Truslow, Dana Labb, Heather Haines, Kimberley Macey, and Jessica Carabellese
 - i. Baseline Student Learning Data-Aggregate & Disaggregated
 - ii. Mathematics Teaching and Curriculum
 - b. Professional Learning
4. ONGOING BUSINESS (8:15)
 - a. Budget Presentation - *Peter Light*
 - i. FY24 Budget Presentation #2
 1. Superintendent's Preliminary Budget
 - 1.1 Overview & adjustments since last meeting
 - 1.2 Non-personnel & Capital Budget considerations
 - 1.3 All Day Kindergarten
 - 1.4 Information about selected reductions
 - b. Subcommittee and Member Reports
 - i. Community Engagement - *Andrew Schwartz (1/13/23)*
 - ii. Policy - *Ginny Kremer (1/17/23)*
 - iii. Budget - *Kyra Cook (1/23/23)*
 - iv. Negotiations - *Kyra Cook (1/24/23)*
 - c. Consent Agenda/Action Items - **VOTE** - *Kyra Cook*
 - i. Approval of ABRSC Meeting Minutes of 1/12/23
 - ii. Recommendation to Approve Bus Lease Agreement and Addendum between N.E.T. Leasing Corp. and ABRSD FY24-28
 - d. Statement of Warrants and Recommendation to Approve - **VOTE** - *Kyra Cook*

FYI

 - School Resource Officer Subcommittee
 - 2023-2024 Academic Calendar

5. ADJOURN (9:15)

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

Posted on January 20, 2023 at 4:00 p.m.

NEXT MEETINGS: February 2 & February 16 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	1-26-2023	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	1-26-2023	AGENDA ITEM NUMBER	2.a
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AGENDA ITEM TITLE	Public Participation
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PRESENTER(S)	Kyra Cook
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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.
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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.

SUGGESTED MOTION	
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APPROX. AGENDA TIME	5 min.
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ATTACHMENTS	none
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Acton-Boxborough Regional School Committee Meeting Agenda Item Summary

MEETING DATE	1-26-2023	AGENDA ITEM NUMBER	2.b
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

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	Brought to meeting



Acton-Boxborough Regional School Committee Meeting Agenda Item Summary

MEETING DATE	1-26-2023	AGENDA ITEM NUMBER	3.a
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AGENDA ITEM TITLE	Presentation: District Mathematics Update
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PRESENTER(S)	Deborah Bookis, Ed.D., Jennifer Truslow, Dana Labb, Heather Haines, Kimberley Macey, Jessica Carabellese
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SUMMARY OF TOPIC	District staff will present a mathematics overview of programs and content.
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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
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:
	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.

APPROX AGENDA TIME	60 mins.
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FOLLOW-UP	
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ATTACHMENTS	Memo from Deborah Bookis
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Acton-Boxborough Regional School District
15 Charter Road, Acton, MA 01720
ph: 978-264-4700 fax: 978-264-3340
www.abschools.org

TO: Peter Light, Superintendent
FROM: Deborah Bookis, Ed.D., Assistant Superintendent for Teaching and Learning
DATE: January 20, 2023
RE: Mathematics

District Goal and Outcomes

Our District 2022-2023 goal is to increase the number of students on a pathway to proficiency in literacy and mathematics through implementation of a multi-tiered system of supports (MTSS). The outcome of this goal is the increased number of students meeting their stretch goals with particular emphasis on students performing one or more grade levels below benchmark on their baseline (fall) assessment. Students who are one grade level below on their first diagnostic window are performing consistently with students who have just begun their academic year. Therefore the fall data that was analyzed includes students who are two or more grade levels below.

Of the 2,769 first to eighth grade students assessed with the iReady Universal Mathematics Screener, 327 students or about 11.9% scored two, three or more grade levels below. Of the 327 students,

- 84 or 26% are Multilingual (51% of subgroup),
- 166 or 51% have an IEP (41% of subgroup),
- 125 or 38% are Economically Disadvantaged (42% of subgroup),
- 38 or 12% are Asian (3.6% of subgroup)
- 40 or 12% are Black (32% of subgroup)
- 23 or 7% are Two or More Races (14% of subgroup)
- 225 or 69% are White, (14% of subgroup), and
- 100 or 31% are Hispanic (45% of the subgroup).

MCAS scores were also analyzed. Grades 3-6 and grade 8 all had positive cumulative percentage changes of students meeting expectations from 2021-2022. Grades 7 and 10 had a very small (1% and 4%) decrease. The Student Growth Percentile (SGP) provides another way to look at the data. SGPs measure the change in achievement over time rather than grade-level achievement results in any one year. Grades 4 and 5 received a typical growth designation and grades 6-8 and grade 10 received high growth designations.

Mathematics Teaching and Curriculum

In K-6 classrooms, teachers are using data from both formative and summative assessments to guide their instruction during their designated math block and during FLEX block. Before units begin, educators can use data from check for readiness assessments. These check for readiness assessments look at prerequisite skills needed to access a unit. Teachers can use these to determine if a large fraction of the class would benefit from a few lessons from a prior grade or if a small group of students would benefit from this type of instruction. Daily Cool Downs (exit tickets), quizzes, and end of unit assessments also inform teachers work in their math block and during FLEX time.

At ABRSD, our mission is to develop engaged, well-balanced learners through collaborative, caring relationships.

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At RJ Grey, teachers are using tools and strategies to build engagement and increase students' experiences with the Mathematics Practice Standards. In particular, the Illustrative Mathematics curriculum on the Desmos Platform allows students to interact with and explore math in new ways that facilitate the practice standards of "Reason Abstractly and Quantitatively" and "Make Use of Structure." At the high school, teachers are exploring instructional strategies that support students in increasingly heterogeneous environments. In particular, questioning techniques, goal setting and reflection, discussion and collaborative activities. Extra support for an after school math center, and an upcoming math academic support center during the school day have also been instituted.

Professional Learning

In addition to using data to inform instruction, teachers are working to support all learners in their classrooms. At the start of the year, all K-6 classroom teachers, special educators, and English Language Development Educators engaged in professional learning focused on the math language routines, developed at Stanford's Center for Assessment, Learning and Equity, which are embedded into the lessons in Illustrative Mathematics. Teachers learned more about a specific routine, taught each other about the routines they focused on, and then had time with colleagues to find and explore these routines in upcoming lessons in their grade.

Along with this professional learning opportunity focused on the math language routines, a group of K-12 educators have also begun reading and implementing ideas from the book *Building Thinking Classrooms in Mathematics* by Peter Liljedahl. Peter Liljedahl spent 15 years researching techniques to support thinking in mathematics classrooms, and he shares the 14 strategies from his research in this book. The ideas in the text pair well with the lessons in Illustrative Mathematics. The group includes classroom teachers in grades 2-12, the Elementary Mathematics Coordinator, STEAM coaches, and math specialists.

Family Engagement

Families can find information about the K-6 mathematics program, information about activities to do at home related to the units worked on during the year, and resources for fluency on the [Elementary Family Math Resources site](#).



Acton-Boxborough Regional School Committee

Meeting Agenda Item Summary

MEETING DATE	1-26-2023	AGENDA ITEM NUMBER	4.a
AGENDA ITEM TITLE	FY24 Budget Presentation		
PRESENTER(S)	Peter Light		
SUMMARY OF TOPIC	FY24 Budget Presentation #2		

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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	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	45 mins.
FOLLOW-UP	
ATTACHMENTS	Memo from Peter Light



Acton-Boxborough Regional School District

15 Charter Road Acton, MA 01720

978-264-4700

www.abschools.org

Peter J. Light
Superintendent of Schools

To: Acton-Boxborough Regional School Committee
From: Peter Light, Superintendent of Schools
Date: January 20, 2023
RE: FY24 Budget Information - School Committee Requests for Further Discussion

This memo is written to provide additional information based on your requests from the budget meeting on January 12, 2023. At that meeting, district administrators provided an overview of the budget along with proposed staffing reductions necessary to balance the FY24 Budget within school committee guidelines. To recap at the highest level, administrators proposed a series of reductions that were extremely difficult to make, including some in our 4th order of priority, that have a significant impact on students and programs the district offers. This memo provides information about additional aspects of the budget for discussion purposes as well as the proposed reductions for which the school committee requested additional information.

Adjustments since 1/12/23 School Committee meeting

Since we presented our preliminary budget to you on January 12, 2023, we have been notified of several additional retirements and resignations of staff who are currently on leaves of absence. The Human Resources department has adjusted budget projections accordingly and we have been able to restore most of the positions reduced under "Priority 4" in our previous presentation. The following positions have been restored in the FY24 Budget as of this memorandum:

- 1.0 FTE Elementary 1st Grade Teacher
- 2.0 FTE Elementary Library/ Media Specialists (certified positions)
- 1.0 High School Counselor
- 1.0 High School TV/ Radio Studio Manager

We have not yet identified funding sources for the following "Priority 4" positions:

- 1.0 Junior High School Health/ PE Teacher
- 0.4 High School Senior Project Coordinator

All Day Kindergarten

As discussed at your last meeting, the school committee should discuss and determine a plan for All Day Kindergarten Tuition. The plan as presented during the FY23 Budget process to work toward tuition free All Day Kindergarten is described in the chart below:

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Year	Tuition	ARPA	Expenses Covered by Tuition	Amount to be added to budget
2021-2022	\$3,750			
2022-2023	\$1,800	\$200,000	\$721,706	\$180,000
2023-2024	\$1,800	\$200,000	\$570,574	\$180,000
2024-2025	\$1,800	\$100,000	\$413,397	\$180,000
2025-2026	Free		\$249,933	\$180,000
2025-2026	Free		\$79,930	\$180,000
2026-2027	Free			\$80,000

The following chart indicates actual costs and revenues:

Year	Tuition	ARPA	Expenses Covered by Tuition	Amount to be added to budget
2021-2022	\$3,750			
2022-2023	\$1,800	\$200,000	\$680,000	\$180,000
2023-2024	\$1,800	\$200,000	\$597,000	\$180,000
2024-2025	\$1,800	\$100,000	\$413,397	\$180,000
2025-2026	Free		\$249,933	\$180,000
2025-2026	Free		\$79,930	\$180,000
2026-2027	Free			\$80,000

Because the district did not receive the final ARPA allocation in FY25 as noted in the table above and as the administration has not included the additional budget allocation of \$180,000 for FY24, there are currently insufficient funds to continue the plan as intended. If the committee wishes the administration to allocate an additional \$180K toward the FY24 budget, we would need to return with additional proposed reductions.

At the last meeting, we proposed that the committee might consider the following courses of action:

- Find money (State grants, other revenue sources)

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- Increase tuition
- Further reduce staff

We hope to speak with you more about how the committee wants the administration to proceed with this item.

Capital and Non-personnel Related Budget Items

The District has budgeted \$1.5M in capital expenditures for FY24. Of that amount, approximately \$800K will be required to pay the principal and interest on the District’s \$7.5M capital bond. There will be approximately \$700K remaining in the capital budget to be allocated to projects. We are required by the state to complete an upgrade of our telephone system to be compliant with E-911 regulations. This upgrade will cost the district approximately \$375K. We are currently vetting additional planned capital projects and priority items and will present details at a future meeting. At this time, we are not recommending reductions to the capital budget.

“Priority 4” and Selected Proposed Staff Reductions not restored as of 1/20/23:

As noted above, we have been able to restore 5 positions from the “Priority 4” list to the budget as a result of recent retirements and resignations. Below is a description of positions from the “Priority 4” list that were not able to be restored.

1.0 FTE Junior High School Health & PE Teacher:

RJ Grey’s master schedule allows students in both grades to take a PE or Health class every other day, all year. Five teachers currently teach in this department (3 PE and 2 Health). This year, the department’s average class size is 20.7 students per section. With a planned retirement in this department, reducing one position would not change any other individual’s employment status. The anticipated class sizes for next year with four teachers in the department will likely be 25-26 students per section. This change would also prevent us from keeping two of our teams smaller in order to best serve our students in the Compass program. Additionally, DESE has indicated that a new set of Health curriculum frameworks will be released this spring. When those standards go into effect, we will work to determine how best to deliver those standards in the one health class that remains.

If the School Committee asked the Junior High School to identify a different reduction, we would have to look to reduce two or more Special Education assistants. We believe this could negatively impact the ability to provide the services that are currently listed on student IEPs.

0.4 High School Senior Seminar Coordinator:

The High School Senior Seminar Coordinator is a 0.5 FTE position responsible for the coordination of the internship portion of our Senior Seminar Program. Currently, there are four Senior Seminar classes each semester with a total of approximately 120 students. A full-time teacher teaches all of these classes. Approximately 60 students participate in the internship portion of this course, and the Senior Seminar Coordinator position secures and coordinates all of the internships. Additionally, the Senior Seminar

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Coordinator collaborates and assists the teacher in all aspects of the education, teaching, and organization of the course.

Without this position, we will only be able to offer two - three sections of this course each semester so that the teacher can also work to coordinate and manage the job site internships. This will mean only about half of the students will be able to experience this beneficial and unique high school program. If this position we needed to make another reduction at the high school instead of this position, we would be looking at a certified teacher in a content area that would increase class size and therefore impact the learning environment.

Summary

We are continuing to refine the preliminary budget proposal. We look forward to direction from the committee with regard to All Day Kindergarten Tuition as well as any other feedback regarding our preliminary budget proposal.



Acton-Boxborough Regional School Committee

Meeting Agenda Item Summary

MEETING DATE	1-26-2023	AGENDA ITEM NUMBER	4.b
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?	
<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.)	5 min.
ATTACHMENTS	

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Acton-Boxborough Regional School Committee Meeting Agenda Item Summary

MEETING DATE	1-26-2023	AGENDA ITEM NUMBER	4.c
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, Bus Lease Agreement

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Acton-Boxborough Regional School District

15 Charter Road Acton, MA 01720

978-264-4700

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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>

DRAFT OPEN MINUTES

Members Present: Evelyn Abayaah-Issah (7:09 p.m.), Kyra Cook, Liz Fowlks, Adam Klein, Ginny Kremer, Amy Krishnamurthy, Tessa McKinley, Andrew Schwartz, Yebin Wang, Rebecca Wilson

Members Absent: Ben Bloomenthal

Others: Marie Altieri, Deborah Bookis, Peter Light, Beth Petr, Dave Verdolino

1. CALL TO ORDER - EXECUTIVE SESSION

The Acton Boxborough Regional School Committee was called to order at 6:18 p.m. by Chairperson Kyra Cook. She stated that the Open Meeting (not the executive session) would be recorded by Acton TV.

Kyra stated the need to meet in Executive Session pursuant to 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. She added that the Committee expected to return to open session at approximately 7:00.

Ginny Kremer made the motion, it was seconded by Tessa McKinley and it was unanimously, **VOTED by roll call:** to meet in Executive Session pursuant to 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. (YES: Cook, Fowlks, Klein, Kremer, Krishnamurthy, McKinley, Schwartz, Wang, Wilson)

RETURN TO OPEN MEETING at 7:09 p.m.

2. CHAIRPERSON'S WELCOME - *Kyra Cook*

Members of the public who wished to watch the meeting online were invited to use Acton TV's youtube channel. It was announced that the meeting was being recorded and would be posted on Acton TV's website at actontv.org.

Kyra announced that she would not be seeking re-election to the School Committee. She has been honored to serve and encouraged others to get involved in this important work. Nomination papers in Acton are now available.

a. **ABRHS Student Representative Update - Harshini Magesh, Molly Norris, Diksha Mhatre, Julia Zhou**

Comments from the reps included:

- Wifi at the High School has significantly improved since last year, however it is still spotty in some areas of the building. This will improve as equipment at the Boardwalk Campus is fully installed and other items are turned over to the HS.
- Educational videos are sometimes blocked on youtube due to key words they include. Please reevaluate the firewall being used.
- Clubs have become much more popular this year since covid - great to see.
- Wellness week was wonderful, including the alpacas, dogs and cats that visited.
- Community service awards night was great. Students appreciated everyone coming out and supporting them as they give back to the community.
- ABSEJ club members will be volunteering at the MLK Day program at Beth Elohim. Tanesha Sullivan, President of the Boston Branch of the NAACP is speaking. All are invited to attend.

b. **Public Participation**

Noting that some scientists clearly knew in the 70s about the climate change effects of their work yet they continued to proceed, a speaker hoped that our schools are equipping students to have the moral clarity they need to make good decisions.

c. **Superintendent's Update - Peter Light**

- Dr. Martin Luther King, Jr. Community Service Awards Night for 602 students
- School Committee Recognition Month - members thanked for their service
- FY24 Budget Update - will be a challenging budget process
- Cartwheel Care Webinar for Acton and Boxborough Families - Jan 25 at 7 p.m.
 - This will be a 5 part series on youth mental health.
- Kindergarten Schedule 2023-2024 - Parent meeting 1/17 at 7 p.m. via zoom

4. NEW BUSINESS

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

VOTE - Peter Light

As previously reported, Marie Altieri has announced her retirement and although "she is irreplaceable", Mr. Light recommended Andrew Shen for the position. He noted Andrew's high level of support from our staff, parents and families. Andrew appreciates working with Marie and the principals over the past 15 years and the valuable experience it has given him. He thanked the Superintendent for his support. Several Committee members strongly supported this appointment. They noted Andrew's professional acumen, sense of humor, ability to connect with students and parents. He always knows who the students are and really understands this population.

Amy Krishnamurthy moved, Tessa McKinley seconded and it was unanimously,

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

5. ONGOING BUSINESS

a. Budget Presentation - *Peter Light*

i. FY24 Budget Presentation #1 - Goals of the meeting:

- Review the timeline and process for budget adoption
- Provide detailed information about FY24 Proposed District Budget
 - Revenues and Budget Drivers
 - Strategies to Balance Budget
 - Proposed Personnel Changes
 - Proposed All Day Kindergarten Plan and Tuition
- Solicit feedback about budget approach to inform next steps

The preliminary budget vote is scheduled for February 16 and final vote is scheduled for March 16. Votes on the assessments will take place at the Acton and Boxborough Annual Town Meetings in May.

1. Superintendent's Preliminary Budget

1.1 Proposed Staffing (new positions, reductions, initiatives)

1.2 Preliminary Projection of Assessments and Reserves

District goals and initiatives were reviewed as well as budget priorities and School Committee guidelines. Guidance was previously given to target the Acton assessment at a 3.0% increase and target the overall budget increase at 2.5%. The Town of Acton is at its levy limit and is constrained in its ability to increase revenue. As of 1/12/23, the total FY24 proposed preliminary budget is \$105,747,586. This is a 2.7% increase. A level FY23 services plus estimated inflation budget would be \$107,269,013 for a 4.25% increase.

FY24 Preliminary Budget Request (slide 51):

Est. cost of FY23 services \$107.3M

Identified Budget Additions + 1.3

Revenue Adjustments (0.2)

Non-personnel adjustments (0.9)

Personnel adjustments (1.8)

FY24 Preliminary Budget \$105.8M

This preliminary budget leaves a \$2.8M gap that must be closed.

This FY24 preliminary budget results in a 2.77% budget increase with assessment increases (totaling 3.37%) of:

- 2.99% to Acton and 5.33% to Boxborough
- Proposed variety of cost saving strategies

- Proposed personnel changes result in NET reduction of 20.4 FTE resulting from + 2.0 FTE (EL Teachers) - 22.4 FTE
- Proposed revision to All Day Kindergarten plan results in a tuition increase for FY24 and longer duration of plan to tuition free ADK

The strategies incorporated into this budget still result in a \$560K gap in the ALG model. (slide 82)

Mr. Light asked for feedback on the strategies, including any other information members would like to see or questions that they have. This will be used to update the budget version for the next meeting. Staff will also be asked for input. He acknowledged that these are very hard choices and significant reductions and hopes that not all will be needed.

The meeting on January 26 will include a discussion of All Day Kindergarten and budget line item detail. The Capital budget will be reviewed. A consultant has been going through our buildings to determine work that needs to be done. Our phone system needs to be updated for several thousand dollars. Some roofs need maintenance asap and are a liability. The Capital and Debt Strategy subcommittees will be involved. We might reallocate some of the Building Committee funding that was not needed to take care of some of these important capital items to avoid issuing more bonds.

Comments from the Committee included:

- Ginny Kremer shared a fact sheet regarding ADK from science based earlyeducationforall.org. She stated that charging tuition for kids to go to public schools is penny wise, pound foolish.
- Three members asked for more info on the proposal to reduce two library media librarians. Strategy? This is involved in the time on learning requirements. Libraries need professional staff.
- More info regarding the ramifications of losing a counselor at the High School. What will the caseloads look like?
- Cutting the tv/radio staff and guidance are concerning because they affect some of our most vulnerable High School students. These are areas we should be going in the other direction on.
- Cutting a first grade section could traumatize a child if they had to be transferred to another school.
- More info was requested on the High School counselor and the curriculum coordinators being cut.
- What are the strategies for how we can cover what we're losing in the cut of 22.4 FTE?
- A member doesn't think the Committee can "go back" regarding ADK tuition. Would like a multitude of options.

- What happens when we're reducing reserves?
- What does it mean if we open up taking choice students, particularly at the secondary level? This could offset some cuts.
- If these cuts happen, how will the Administration make it work? A member advocated for spending more E&D.
- Cut anything that's not personnel, not student facing, even if it's temporary to get us through this financial issue.

A member of the public thanked the Administration for "a painful presentation" and hopes to have an explicit discussion about capital at the next meeting. Some capital should be in progress all the time. ABEA President and Merriam parent, Mike Balulescu, acknowledged that Committee members are volunteers and want to serve our students, but wanted to "raise the alarm" regarding what we are collectively doing to our school district. We have failed to fully fund our schools and we are now reaping the consequences. It is especially taking a personal toll on the teachers. For the second year in a row we have had to cut staff. Every cut takes away educational opportunities for our students. We need to hire and especially retain our staff. All of us need to do better.

2. Budget Subcommittee Report - *Adam Klein (included in above)*

b. FY24 School Calendar - Second Read - **VOTE** - *Peter Light*

A First Read of the proposed Calendar was done at the last meeting on Dec 15th. Mr. Light worked with Mike Balulescu on two new proposed versions, B and C. It was decided that version A from the previous meeting had some inaccuracies and when corrected, ended on June 20 with two half days in that week making it not viable. Versions B and C both end on June 14 and while teachers liked both, version C was slightly preferred because it was a full work week. Working parents may also prefer it for that reason as well. It was agreed to keep a Professional Development Day in November. A member asked if the two weekend holidays could be listed. The Superintendent would consider it, although only no school days are currently listed.

Liz Fowlks moved, Ginny Kremer seconded and it was unanimously, **VOTED:** to approve calendar C.

c. Subcommittee and Member Reports

i. School Resource Officer Subcommittee

1. Announcement of Chairperson and members

At the previous meeting the Committee approved the creation of this new subcommittee per policy **BDE**. Mr. Light reported that based on the survey, he is confirming volunteers' interest and will bring names to the next meeting. The School Committee confirmed that Adam Klein would be chair and

Rebecca Wilson and Amy Krishnamurthy would serve as members. It was agreed that it is important to have a diverse group of members.

- ii. Community Engagement - *Andrew Schwartz (12/16/22)*
Members met to discuss tactics and activities that can be utilized to build community connections to promote understanding of the upcoming district budget. Additionally the Subcommittee will collaborate and support the district's efforts to bring the community together around anti-hate speech discussions.
 - iii. Policy - *Ginny Kremer (12/20/22)*
 1. Class Size Guideline Policy, File IIBA-Second Read- **VOTE** - *Kyra Cook*
A First Read of this proposed revision was done on 12/1/22. Because more specific guidelines for secondary classes could cause unforeseen consequences regarding programming and students at this time, it was decided after much discussion by the subcommittee to keep the policy more general.

Ginny Kremer moved, Amy Krishnamurthy seconded and it was unanimously, **VOTED**: to approve the revision as contained in the packet.
 - iv. Negotiations - *Kyra Cook (01/05/23)*
An executive session was held prior to the meeting to update the Committee.
- d. Consent Agenda/Action Items - **VOTE** - *Kyra Cook*
 - i. Approval of ABRSC Meeting Minutes of 12/15/22
Adam Klein moved, Liz Fowlks seconded and it was unanimously, **VOTED**: to approve the minutes of 12/15/22.
 - e. Statement of Warrants and Recommendation to Approve - **VOTE** - *Kyra Cook*
Liz Fowlks moved, Ginny Kremer seconded and it was unanimously, **VOTED**: to approve the warrants. See memo for motion.
Adam Klein abstained due to a reimbursement.

FYI

- Community Coffee (virtual), January 18, 2023
- Student Enrollment, 1/3/23
- Annual Town Election Deadlines - Peter announced and asked that members let the community know if they plan to run again when they know.

6. ADJOURN

Adam Klein moved, Liz Fowlks seconded and it was unanimously, **VOTED**: to adjourn the ABRSC at 9:28 p.m.

Respectfully submitted,

Beth Petr

List of Documents Used:

agenda, agenda item summary pages, Recommendation to Appoint A. Shen as Deputy Superintendent memo from P. Light 1/6/23, Andrew Shen resume, Proposed FY24 school calendars, School Resource Officer Committee - Volunteer Responses from P. Light 1/9/23, Elementary Class Size Guidelines Policy IIBA Revision for Second Read/Vote, Draft Minutes of ABRSC meeting on 12/15/22 from B. Petr, Warrants Memo from D. Verdolino 1/9/23, Monthly Student Enrollment 1/3/23, 2023 Acton and Boxborough Election Calendars, Budget Presentation Slides from P. Light/D. Verdolino/M. Altieri 1/12/23, Full-Day Kindergarten Fact Sheet by Early Education for All updated Aug 2019

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



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

File — /DAV/FY24/Bus Bid Award Jan, 2023

Date: January 20, 2023
To: Superintendent Peter Light and School Committee
Re: Request for Bus Lease Bid Award

Pursuant to an Invitation for Bids, duly noticed, I respectfully request that the School Committee vote to approve my recommendation to enter into a related contract as follows:

Purpose: The IFB covered the lease of ten new 83-passenger school buses, model year 2024 (per detailed specifications), to be delivered by July 1, 2023.

Lease Term: Five years through June 30, 2028.

Bid Deadline/Opening Date: December 23, 2022

Bidders: 1. New England Transit Sales, Tyngsboro, MA
2. Dattco Sales & Service, New Britain, CT

Summary/Recommendation:

Per my review of bid documents submitted by the above firms, Bidder #1 met all specification requirements and presented a significantly more favorable lease cost the District. Additionally, A-B has had excellent experience leasing buses through this company for several years.

As a result, it is my recommendation that the School Committee vote to award this contract to New England Transit Sales, via the following MOTION:

“Move that the District authorize the Director of Finance and Operations to execute a lease contract for ten school buses, pursuant to a December, 2022 public Invitation to Bid, to New England Transit Sales, Inc. of Tyngsboro, MA for the five-year period ending June 30, 2028.”

Thank you for your consideration; I am happy to supply any additional information with regard to this request.



Acton-Boxborough Regional School Committee

Meeting Agenda Item Summary

MEETING DATE	1-26-2023	AGENDA ITEM NUMBER	4.d
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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Finance Department
David A. Verdolino, Director
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dverdolino@abschools.org

January 20, 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 1/26/2023.

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.



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Recommended Motion Wording

I move that the School Committee vote to approve the below listed warrants totaling \$3,712,107.70

Payroll Vendor warrant(s) as follows -

23-014PR dated 1/12/2023 in the amount of \$ 621,178.55

Payroll warrant(s) as follows –

P2314 dated 1/12/2023 in the amount of \$ 3,090,929.15



Acton-Boxborough Regional School Committee

Meeting Agenda Item Summary

MEETING DATE	1-26-2023	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 School Resource Officer Subcommittee Members

Acton-Boxborough Regional School District Staff

Peter Light, Superintendent

James Marcotte, Principal, R.J. Grey JHS

Dana Labb, Principal, Blanchard Elementary

Maurin O'Grady, Associate Principal, ABRHS

Susan Root, School Psychologist, ABRHS

Acton-Boxborough Regional School Committee

Amy Krishnamurthy, Acton

Adam Klein, Boxborough

Rebecca Wilson, Acton

Acton-Boxborough Regional High School Student

Siri Shingireddi, YOG2024

Community Members

Kristin Graffeo

Ryan Farrell

Alia Layne



2023-2024 ACADEMIC CALENDAR

ACTON BOXBOROUGH SCHOOLS

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

Voted 01/12/2023