

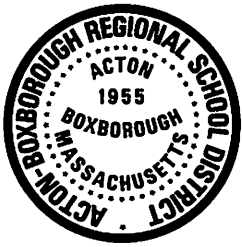


Acton-Boxborough Regional School
Committee Meeting

December 15, 2022

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

December 15, 2022 from 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 (*Ten minutes maximum public comment, participants may be limited in time based on the number of individuals.*)
 - b. Superintendent's Update - *Peter Light*
3. GUESTS AND PRESENTATIONS (7:15)
 - a. Literacy Overview - *Deborah Bookis, Jennifer Truslow*
 - i. District Goal & Outcomes: MCAS and iReady
 - ii. Dyslexia Regulations
 - iii. K-6 Literacy Teaching: Curriculum
 - iv. Multi-Tiered System of Support (MTSS)
 - v. Family Engagement and Professional Learning
 - b. FY24 Budget Overview - *Peter Light, David Verdolino (addendum)*
 - c. Administrative Update to Book Challenge - *Peter Light, Deborah Bookis (addendum)*
(*Ten minutes maximum public comment, participants may be limited in time based on the number of individuals.*)
4. NEW BUSINESS (8:45)
 - a. FY2023-24 School Calendar - First Read - *Peter Light*
5. ONGOING BUSINESS (9:00)
 - 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 (addendum)
 - b. Subcommittee and Member Reports (9:15)
 - i. School Resource Officer Subcommittee

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1. Vote to Establish a Subcommittee to Recommend Future of School Resource Officer Program - **VOTE** - *Kyra Cook*
- ii. Community Engagement - *Andrew Schwartz*
- iii. Policy - *Ginny Kremer*
 1. Class Size Guideline Policy, File IIBA - Second Read - **VOTE** - *Kyra Cook*
- c. Statement of Warrants and Recommendation to Approve - **VOTE** - *Kyra Cook*
(*addendum*)

FYI

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

6. ADJOURN (9:30)

Posted on December 9, 2022 at 2:15 p.m. / Reposted on December 13, 2022 at 4:00 p.m.

NEXT MEETINGS: January 12 & January 26 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	12-15-2022	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	12-15-2022	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
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	If formal action is requested, is this item being presented:
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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	12-15-2022	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
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<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	
FOLLOW-UP	
APPROX. TIME FOR THE AGENDA ITEM (MIN.)	5 min.
ATTACHMENTS	Brought to meeting

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Acton-Boxborough Regional School Committee

Meeting Agenda Item Summary

MEETING DATE	12-15-2022	AGENDA ITEM NUMBER	3.a
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AGENDA ITEM TITLE	Presentation: Literacy Overview
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PRESENTER(S)	Deborah Bookis, Ed.D., Jennifer Truslow, Sharon Ryan, Dora Sanchez, Stacy Vallely, Kerry Cusick, Christy Nealon, and Anne Marie Phelan
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SUMMARY OF TOPIC	District staff will present a literacy 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:
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APPROX AGENDA TIME	45 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: December 7, 2022
RE: Literacy

As shown in the 2021-2026 District Strategy visual, this presentation focuses on evidence-based screening and assessment; literacy and mathematics outcomes; and multi-tiered systems of support (MTSS). The following sections highlight areas of our work.

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 2,894 first to eighth grade students assessed with the iReady Universal Reading Screener, 377 students or 13% scored two, three or more grade levels below. Of the 377 students,

88 or 23% are Multilingual (49% of subgroup),
189 or 50% have an IEP (43% of subgroup),
120 or 32% are Economically Disadvantaged (37% of subgroup),
60 or 16% are Asian (7% of subgroup),
35 or 9 % are Black (39% of subgroup)
20 or 5% are Two or More Races (11% of subgroup)
261 or 69% are White, (15% of subgroup), and
95 or 25% are Hispanic (40% of subgroup).

MCAS scores were also analyzed and grades four and five continued to demonstrate a decline in the percent of students meeting expectations from 2021 to 2022 with a cumulative change from 2019 to 2022 of -7 (grade 4) and -6 (grade 5). 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. All grades 4-8 and 10 received a typical growth designation (except for grade 6 which received a high growth designation). Analysis of both iReady and MCAS data indicates that there is a need for us to focus on vocabulary and comprehension instruction and learning.

Dyslexia Regulations

The January 17, 2019 MA Dyslexia Guidelines addressed the need for early identification of reading difficulties as a critical step to promote effective instruction and targeted intervention. Since then our Literacy Coordinators, Coaches and Specialists have stayed abreast of the literacy research and advancements in order to implement all of the guidelines. These include: a shift in the culture from a reactive stance to a proactive stance; the inclusion of a family dyslexia

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question in the kindergarten screening; the use of universal literacy screening tools in grades kindergarten through grade 3; the implementation of a multi-tiered system of support with streamlined data collection, focused data meetings, progress monitoring, and responsive support; investment in evidence-based curricular materials; and comprehensive evaluation if/when appropriate. In September 2022, an Early Literacy Screening Regulation Amendment was added that requires schools to determine which actions (differentiated or supplementary evidence-based reading instruction) along with progress monitoring are needed for students who are significantly behind the relevant benchmarks. It also requires schools to promptly notify the student's parents or guardians. This amendment needs to be enacted in the 2023-2024 school year.

K-6 Literacy Program

Curriculum is the design educators use to plan, implement, and assess the learning outcomes for students. It includes educators knowing their students and the learning targets, instructional materials/programs and practices, as well as knowledge of assessments of student learning. With the support and guidance of Hill for Literacy, we are in the process of reviewing literacy programs for grades K-6 that will complement the foundational literacy components (phonemic awareness and phonics in grades K-3) we have already implemented. A District-wide Literacy Task Force composed of educators and building leaders from multiple grades and roles is leading this review. The process provides an opportunity for every educator to contribute their assessment of the programs under review.

Multi-Tiered Systems of Support (MTSS)

The key components of MTSS include universal screening and progress monitoring tools; a problem solving process to analyze data, plan for interventions, and monitor student progress; a tiered system of supports where every student receives core instruction and some students receive strategic or intensive instruction; and a collaborative team-based approach. All of our elementary schools have a shared vision and are moving towards a robust MTSS model. They have implemented universal screening tools, structures for educator teams to engage in data informed practices that support equity and access, a FLEX block for tiered instruction, and Instructional Leadership and Instructional Support Teams. While we are beginning to see the impact of this work and these structures, there remain some challenges including the amount of meeting time required for planning and instruction, scheduling and shared staff, schools at different entry and implementation stages, and required ongoing, differentiated professional learning for educators in data literacy, content and instructional practices, and social emotional learning.

Professional Learning

For the past several years our educators have engaged in learning more about cognitive neuroscience and dyslexia. This year all elementary educators in grades K-3 are or will be taking a workshop with Melissa Orkin and Sarah Gannon entitled, *Providing Targeted Support Through Small Group Instruction*. This workshop connects insights from the science of reading to the assessment of foundational literacy skills and planning effective instructional approaches. The workshop, *Understanding and Supporting the Complex Nature of Reading Difficulties Including Dyslexia* is offered to all educators K-6 through our professional learning program. The District Literacy Coordinators, Coaches and Specialists are engaged in a research-practice seminar on structured literacy intervention. Foundations, DIBELS (mClass), and decodable book workshops have taken place. Workshops and research-practice seminars are complemented with ongoing, embedded professional learning - coaching - by our school-based Literacy Coaches. As

stated earlier, professional learning needs to be ongoing and differentiated to meet the learning needs of our educators.

Family Engagement

Last year, a team of educators created grade level (K-6) English and Translated Literacy Guides for families and caregivers. These guides include the literacy milestones, at-home activities to support literacy learning, resources and a glossary for each grade. The Literacy website also includes sections on child-friendly apps, reading for pleasure resources, and general caregiver resources. A new section that will explain how we teach reading, the shifts underway and the instructional materials/programs used is under construction.



Acton-Boxborough Regional School Committee

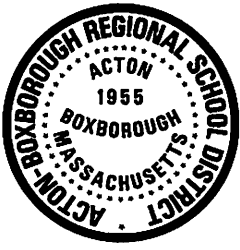
Meeting Agenda Item Summary

MEETING DATE	12-15-22	AGENDA ITEM NUMBER	3.b
AGENDA ITEM TITLE	FY24 Budget Overview		
PRESENTER(S)	Peter Light and David Verdolino		
SUMMARY OF TOPIC	FY24 Budget Overview		

WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?	
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If formal action is requested, include a suggested motion or contact Julie LaLumiere.

APPROX AGENDA TIME	15 mins.
FOLLOW-UP	
ATTACHMENTS	Memo from Peter Light



Acton-Boxborough Regional School District

15 Charter Road Acton, MA 01720

978-264-4700

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Peter J. Light

Superintendent of Schools

To: Acton-Boxborough Regional School Committee
From: Peter Light, Superintendent of Schools
Date: December 13, 2022
RE: Early FY24 Budget Update

I am writing to you about the budget for next year, FY2024. I am sharing this early message because I anticipate that there will be significant challenges in developing next year's budget and want to provide you with an early update about the budget. Our early projections indicate a gap of approximately three million dollars between estimated revenue and initial expense projection.

Early Revenue Projections: Revenues to the District come from several sources including state aid, miscellaneous revenues, and assessments to Acton and Boxborough. The majority of the District budget (~80%) comes from these assessments while a smaller share (~20%) comes from state aid and miscellaneous revenues. We are currently projecting the minimum increase in state aid (\$30 per pupil) and marginal increases in other revenues, so the burden for funding the proposed budget will fall largely to assessments levied to Acton and Boxborough.

The Town of Acton has been in a difficult situation for several years and is taxing residents at the highest levels allowed under state law and Proposition 2 ½, which caps the increase on the tax base at 2.5 percent each year, plus a fraction of a percentage for new growth (new homes and businesses).

Keeping the Acton levy limit in mind, we are estimating total budgeted revenues of approximately \$105.5M.

Reserves: While the District remains in a relatively healthy position with respect to reserves, the reserve balance has decreased in recent years as we have used more E&D than has been replenished. This trend has decreased the District's E&D balance from a high of 4.5% of the operating budget to 2.9%. We will need to be judicious in our use of reserves. Based on initial school committee guidance, we are planning to use \$1.25M, the amount turned back at the end of FY22, toward the FY24 budget.

Expenses: Our expenses for FY24 are initially being calculated assuming that we will offer services similar to those we currently offer (level-service budget). Based on these calculations, we are projecting an approximately \$3M deficit between what it costs to maintain "level" services and the revenue that will be available to us through state aid and local taxes.

In addition to annual cost of living adjustments for personnel, some major drivers of our expenses include significant increases in:

- Health insurance

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- Out-of-district special education tuition and transportation projected as a result of state guidance of a 14% rate increase
- Cost of utilities.

Additionally, federal pandemic relief funds available to us are beginning to expire which will put additional strain on our district's budget if the services paid for through these funds are to continue.

Based on early estimates we project the all-in costs of a level service budget to be approximately \$108.5M, which represents an increase of 5.4%.

Overall analysis: We are early in the budget process, but with projected revenues in the range of \$105.5M and level service expenses in the range of \$108.5M, we are projecting a budget gap of approximately \$3M. In an initial attempt to balance the budget within the resources of the community, the school committee provided the administration with guidance to target a 2.5% budget increase. As we enter the budget season, we will need to look at all aspects of our operations, from administration and operating expenses to staffing, while prioritizing services to students. This will not be an easy process and one of my goals is to maintain clear, timely and regular communication with our community in the coming months.

Our first full budget presentation is scheduled for January 12, 2023 at which time we will present the administration's preliminary budget, including proposed strategies to close the budget gap. I will of course keep you updated as the budget evolves.

Sincerely,

Peter

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Acton-Boxborough Regional School Committee

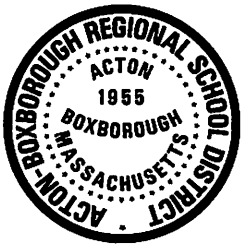
Meeting Agenda Item Summary

MEETING DATE	12-15-22	AGENDA ITEM NUMBER	3.c
AGENDA ITEM TITLE	Guests & Presentations		
PRESENTER(S)	Peter Light		
SUMMARY OF TOPIC	ABRHS Library Book Challenge: This Book is Gay by Juno Dawson		

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

APPROX AGENDA TIME	15 mins.
FOLLOW-UP	
ATTACHMENTS	Memo from Instructional Materials Committee



Acton-Boxborough Regional School District

15 Charter Road Acton, MA 01720

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www.abschools.org

Peter J. Light

Superintendent of Schools

To: Acton Boxborough Regional School Committee
From: Peter Light, Superintendent of Schools
Date: December 9, 2022
RE: ABRHS Library Book Challenge: *This Book is Gay* by Juno Dawson

I want to begin my comments by emphatically affirming that the Acton Boxborough Regional School District is and will remain a safe space for all of our students, staff and families, including those who identify as LGBTQ+. The challenge to the book *This Book is Gay* was specifically made based on what was considered to be overly sexualized or pornographic content. At the same time, the challenge was perceived by members of our community as biased against LGBTQ+ individuals. We should remain cautious about reading negative intent into the actions of the individuals who may have concerns about the book. Simultaneously, we recognize the impact of this challenge to some of our students, staff and their families who feel further marginalized, and affirm our commitment to them.

This Book is Gay has been in circulation in our high school library since 2020 and is non-fiction. The challenge to the book was premised on a belief that the contents of the book were overly sexualized, possibly pornographic, or harmful to students. It is important that when families express concerns with either curricular or resource materials, we take them seriously and consider the merits of either maintaining the content in our schools or making the decision to remove it. Our school district has both policy and procedure in place for this reason and the district followed this process as it was outlined.

After thorough review of the book in question, the committee that was convened to review the material determined it was appropriate to remain in circulation in the high school library. Their complete rationale is included in their memorandum which is attached to this memo. This standard for evaluation of materials is an appropriate one and will be applied moving forward.

I also want to express that it is important that our schools provide a range of literature, both fiction and non-fiction, that reflects our students. This includes students who identify as LGBTQ+. It is our intention that we will continue to expand the diversity of how our students are represented in the literature they read. This strongly aligns with our Core Values and will continue to be a goal of the district moving forward.

I want to extend my appreciation to the members of our review team who were thoughtful in their deliberations and took seriously the concerns brought forth by a member of the school community. I want to end by restating that we are deeply committed to maintaining our schools as safe spaces for all members of our community.

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TO: Peter Light, Superintendent of Schools
FROM: Reconsideration of Instructional Materials Committee
DATE: December 6, 2022
RE: ABRHS Library Book Challenge: *This Book is Gay* (2021) by Juno Dawson

On November 10, 2022, the Acton Boxborough Regional School District (ABRSD) received a formal request to reconsider the book, *This Book is Gay* (2021) by Juno Dawson, located in the high school library collection. According to the ABRSC School Committee Procedure [IGA-R-2](#), a committee was convened to review the request to remove or reconsider this book. Specifically, the procedure outlines the review to:

- Examine the challenged resource;
- Determine professional acceptance by reading critical reviews of the resource;
- Weigh values and faults and form opinions based on the material as a whole rather than on a passages or sections taken out of context;
- Discuss the challenged resource in the context of the broader educational program; and
- Prepare a written response within a reasonable period of time, not to exceed 30 calendar days.

Members of the Committee read the book in its entirety, individually reviewed the instructional criteria, and met to collaboratively complete the selection criteria for instructional and curriculum materials ([IGA-R-1](#)), discussed academic reviews of the book, discussed the book's appropriateness, and reached a conclusion. The Committee reached a consensus that the book is appropriate to be included in the high school library collection.

Please find the rationale for this decision below:

- The book as a whole has a message about being true to yourself, as well as prioritizing safety, which will be valuable to any student who reads it.
- This is an important book for our LGBTQIA+ students to feel and be seen, heard, and included in the ABRSD community, which aligns with our District's belief that schools are places where they belong.
- The ebook and audiobook are both available to our high school students through Sora, curated by the Massachusetts Library System.
- The Massachusetts School Library Association strongly encouraged us to keep the book on the library shelves ([link to letter](#)).

- There are similar books in the high school library that include information on the various ways all humans engage in sexual activity. These books have been a part of the library collection and available for many years.
- Our high school students are developmentally able to discern and think critically about the information presented in the book.
- While the challenge cited isolated pages on profanity/obscenity and sexually explicit information, as a whole the book includes important chapters/discussion on bullying and harassment, physical and psychological safety, safe sex practices, and information about organizations and allies.
 - Chapter 9, *The Ins and Outs of Sex*, states at the very beginning, “If you are a younger reader and feel you aren’t ready for the finer details of same-sex pairings, then simply skip this whole chapter.”
 - Slang is used throughout the book to appeal to the intended audience.
 - There’s a difference between pornographic language and sexual education. A lot of terms in this book are used during the sexual education components of the 9th grade high school course to answer questions that students may have, and are answered from many perspectives. Parents have always had the option of opting students out of sexual education and human growth and development, but it doesn’t restrict the school from providing this content for students.
- The challenge also cited concerns about the Grindr app. There is a note on page 182 in bold that reads: **Grindr also has an age minimum of eighteen years old.**

It is important to note the following:

- The procedure used encompasses all materials used in the schools and the committee noted that this book is considered a choice book in the library collection.
- The committee included the following reviews as part of their discussion for reconsideration and noted that most of the following reviews are from 2015, when the first edition was published under Dawson’s deadname.
 - [Kirkus](#)
 - [School Library Journal](#) (short)
 - [School Library Journal](#) (long)
 - [Publisher’s Weekly](#)
 - [Booklist](#)
 - [School Librarian](#)
 - [American Library Association Top Ten LGBTQ for Youth](#)
- It was recommended that the junior high follow a similar procedure to determine the appropriateness of this book for students of the 7th and 8th grade age range.



Acton-Boxborough Regional School Committee Meeting Agenda Item Summary

MEETING DATE	12-15-22	AGENDA ITEM NUMBER	4.a
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AGENDA ITEM TITLE	FY24 School Calendar - First Read
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PRESENTER(S)	Peter Light
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SUMMARY OF TOPIC	This is the First 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
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 or at the next meeting

APPROX AGENDA TIME	15 mins.
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SUGGESTED MOTIONS	
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ATTACHMENTS	Proposed FY24 School Calendar
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2023-2024 ACADEMIC CALENDAR

ACTION BOXBOROUGH SCHOOLS

August 2023					September 2023					School Start 2023
M	T	W	T	F	M	T	W	T	F	
	1	2	3	4					1	Aug 29, 30, & 31 Teachers' Prof Learning
7	8	9	10	11	NS	5	6	7	8	Sep 5 First day for students (K-7, 9)
14	15	16	17	18	11	12	13	14	NS	Sep 6 First Day for students (8, 10-12)
21	22	23	24	25	18	19	20	21	22	NS - Schools Closed for Students PK-12
28	TCHR	TCHR	TCHR		NS	26	27	28	29	Sep 1 Schools closed; Offices open
October 2023					November 2023					Sep 4 Labor Day
2	3	4	5	6			1	2	3	Sep 5 First day for students (K-7, 9)
NS	10	11	12	13	6	7	8	9	NS	Sep 6 First Day for students (8, 10-12)
16	17	18	19	20	13	14	15	16	17	Sep 15 Rosh Hashanah; Offices open
23	24	25	26	27	20	21	1/2 day	NS	NS	Sep 25 Yom Kippur; Offices open
30	31				27	28	29	30		Oct 9 Indigenous Peoples' Day
December 2023					January 2024					Nov 10 Veterans Day
				1	NS	2	3	4	5	Nov 23 Thanksgiving
4	5	6	7	8	8	9	10	11	12	Nov 24 Schools closed; Offices closed
11	12	13	14	15	NS	16	17	18	19	Dec 25 Christmas
18	19	20	21	1/2 day	22	23	24	25	26	Dec 26-Jan 1 Vacation; Offices open
WINTER VACATION Dec. 25 - Jan. 1					29	30	31			Jan 1 New Year's Day
February 2024					March 2024					Jan 15 Martin Luther King Jr. Day
			1	2					1	Feb 19 Presidents' Day
5	6	7	8	9	4	5	6	7	8	Feb 19-23 Feb Vacation; Offices open
12	13	14	15	16	11	12	13	14	15	March 29 Good Friday; Offices open
FEBRUARY VACATION Feb. 19-23					18	19	20	21	22	April 15 Patriots' Day
26	27	28	29		25	26	27	28	NS	April 15-19 April Vacation; Offices open
April 2024					May 2024					May 27 Memorial Day
1	2	3	4	5			1	2	3	June 7 ABRHS Graduation
8	9	10	11	12	6	7	8	9	10	June 17 th - 180 th Day - Last Day/Early Rel (if no cancellations)
APRIL VACATION Apr. 15-19					13	14	15	16	17	June 19 Juneteenth
22	23	24	25	26	20	21	22	23	24	June 25 - 185 th Day - Hold for Possible Cancellations
29	30				NS	28	29	30	31	July 4 Independence Day
June 2024					July 2024					Scheduled District-wide Half-Days
3	4	5	6	7	1	2	3	NS	5	All Wednesdays are half-days for Elementary Students (12:50)
10	11	12	13	14	8	9	10	11	12	Nov 22
17	18	NS	20	21	15	16	17	18	19	Dec 22
24	25	26	27	28	22	23	24	25	26	Scheduled Half-day for RJ Grey Jr. High
					29	30	31			Breaks-Schools Closed for Students

Additional Religious and Cultural Observances (not on school days)

11/12/2023	Diwali
1/22/2023	Lunar New Year
4/21/2023	Eid al-Fitr (begins at sundown)
6/28/2023	Eid al-Adha (begins at sundown)

Dec 26-Jan 1 Winter Vacation
Feb 19-23 February Vacation
Apr 15-19 April Vacation
Full-Day & Half-Day Schedule
CHECP Morning Session 8:15 am - 11:00 am
CHECP Afternoon Session 12:00 pm - 2:45 pm
CHECP All-Day Session 8:15 am - 2:45 pm
Kindergarten Morning Session 8:50 am - 11:50 am
Kindergarten All-Day Session 8:50 am - 3:20 pm / Half-day 12:50 pm
R.J. Grey Junior High School 8:00 am - 2:36 pm / Half-day 11:10 am
AB Regional High School 8:00 am - 2:47 pm / Half-day 11:22 am
The Junior High & High School will continue to have several Early Dismissal Mondays



Acton-Boxborough Regional School Committee

Meeting Agenda Item Summary

MEETING DATE	12-15-2022	AGENDA ITEM NUMBER	5.a
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.		

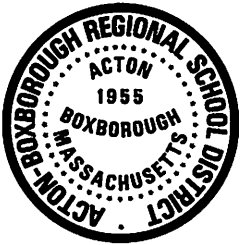
WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?	
	No action requested - this is a short update or presentation of information
	Request input and questions from the School Committee, but no vote required
X	Request formal action with a specific vote:
	If formal action is requested, is this item 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, Donations

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Acton-Boxborough Regional School District

15 Charter Road Acton, MA 01720

978-264-4700

www.abschools.org

Acton-Boxborough Regional School Committee Meeting

December 1, 2022 from 7:00 p.m. to 9:00 p.m.

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

DRAFT MINUTES

Members Present: Ben Bloomenthal, Kyra Cook, Liz Fowlks (9:10 p.m.), Adam Klein, Ginny Kremer, Amy Krishnamurthy, Tessa McKinley, Andrew Schwartz, Yebin Wang, Rebecca Wilson

Members Absent: Evelyn Abayaah-Issah

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

1. Call to Order (7:00)

The ABRSC was called to order at 7:01 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. ABRHS Student Representative Update - Molly Norris, Diksha Mhatre, Julia Zhou

A Homecoming dance is coming up which people are excited about because events like this have not happened for a long time. On the day before Thanksgiving a fun show was put on for students. The reps hope that other fun events will be offered to create more class spirit in the school.

b. Public Participation

A parent expressed concern and anger that the book, [This Book is Gay](#) by Juno Dawson is found in our High School. She feels the sexual content is disturbing and inappropriate for our school and read an excerpt from page 172. The title is included on a list of Top 10 Most Challenged Books of 2021 that is hanging in a freshman english class. She asked the Superintendent what the steps are to have the book removed and was told it would take 30 days.

A parent watched the discussion of the recent lockdown at the meeting on 9/22/22.

Some people were worried and upset about how it was handled. Some felt important details were left out of the information shared with parents. The speaker urged the Administration to choose their words carefully and not accuse people of being racists.

A third speaker expressed concern over the contents of two videos shown at the High School. She expressed that she thought the videos contained “sexual” content. Principal Dean and Superintendent Light reviewed the videos and agreed that because they were someone’s opinion, they should not have been shown to students. The parent asked why teachers can show any content they want without guardrails. A student in the audience expressed anger over what she considered “blatant homophobia” in the speaker’s comments. Another speaker stated that this isn’t about being gay or straight. It has to do with some of the things mentioned are disturbing (such as anal sex) and have nothing to do with being gay or heterosexual.

c. Superintendent’s Update - *Peter Light*

The School Committee has a policy around curriculum material concerns and there are procedures when a concern is brought up. The Administration does not pull resources out until the process is followed and a decision is made. He will keep the Committee informed on this request and the reasoning behind any decision. Literature should not be an emergency. Our kids have access to all sorts of information on google. The Administration has to follow the process when materials are challenged.

Mr. Light shared that Deputy Superintendent Marie Altieri has announced her retirement at the end of the school year. Her 15 years of service to the AB staff and students is commendable, as well as her many years of dedication on all kinds of boards in the community. He congratulated Marie and thanked her for all that she has done.

3. New Business

a. School Resource Officer (SRO) Program - *Peter Light*

i. Program Overview/Data

Kyra explained that there were several options for this program. The Committee can choose to end the SRO program, accept the new Memorandum of Understanding between the District and Police Department, or refer the issue to the policy subcommittee to study and propose changes for the Committee to consider. Kyra welcomed public comment at this meeting but would restrict speakers to 90 seconds due to the large number of people attending the meeting.

Mr. Light referred to Brenee Brown’s revised definition of “empathy” as the ability to listen deeply to someone’s experiences... and then believe them. He cautioned that people tend to extrapolate their own experiences to those of others and we should resist that urge as much as possible. He stressed that continuing the SRO program or not does need to be a binary decision. We can choose to use this opportunity to listen to the various voices we are hearing either in support of the program, or who have had adverse experiences with the program, and use this information to create the program we believe best meets the needs of our community. Offering several suggestions for how urgent action can be taken while also recommending that AB *maintain* the SRO

program, Mr. Light stated that “having SROs who are trained in working with youth and adolescents provides a significant value to our schools which should at least be given an opportunity to be re-envisioned in a way that creates more equitable and just schools for all of our students.” (See the Superintendent’s comments attached.)

ii. Discussion with Acton Police - Deputy Chief Jim Cogan and former SRO Sgt Keith Campbell

Deputy Chief Jim Cogan has been on the Acton force for 35 years, and began as a Youth Officer involved in the DARE program. Sgt Keith Campbell worked in the SRO Program from 2004 - 2021 and loved the opportunity. They shared their experiences in our schools. Comments included:

- We are a security entity. Schools have become targets. We work with school staff to assist students during a crisis.
- The SRO is there when school staff is not available and kids need support.
- Learning opportunities - A DARE officer helps teachers come up with lesson plans that fit AB better because they know the students and the community. This includes topics like dating violence, what healthy relationships look like, and cyberbullying.
- In 2008 a restorative justice program was adopted to keep kids out of court and avoid criminal charges when appropriate. This is something that Sgt Campbell is most proud of. Teenagers make bad decisions and adults need to work with them. SROs work in collaboration with the school, not to enforce the police work on the school.
- Sgt Campbell has had over 1,000 hours of youth training and is well prepared to handle an issue with a young person. (All officers have Crisis Intervention Training, but SROs have more and specialize in young people in crisis.) He is cognizant of how some kids feel seeing an officer in the hall. From 7am - 11pm, an SRO is currently available if a call comes in.

Questions from the Committee included:

- Are there any female officers? There are four and they are trying to hire more but not many females apply.
- What about social services? Over the past 10 years, they worked with a shared clinician but they have now hired a full time clinician to work with the department due to the increased need.
- Do officers wear body cameras? No. Acton PD does not have them currently.
- Why do we not have more records of SROs’ work? The school records did not include all the data that people are now interested in. Mr. Light said that now that they know it is important, the District is looking into it.
- What is the SRO organizational structure within the police force? Sgt Krug oversees the SROs. A senior SRO is assigned where he is most comfortable, then others are assigned where needed.

- What changes have been made since the two officers resigned recently? Deputy Chief Cogan stated that the Department takes full responsibility for what occurred, and has dealt with it. This has made supervisors much more aware and critical about the importance of proper oversight.
- This was a significant issue and going forward, what internal controls have been put in place to ensure similar events won't happen again? Policies have been reviewed and officers have been trained in the policies. There is better oversight regarding supervision of the officers, although no one can guarantee that nothing will ever happen.
- If an SRO reached out to Boxborough police for assistance at Blanchard, would the SRO be in charge, or the police? The Sgt would defer to his SRO skills and knowledge of the situation.
- Do you have a list of ways to improve the SRO program? Sgt Campbell said yes, they work for the community and input is always vital. They want to offer support to the school. They welcome meeting to discuss this type of thing.
- What is the process if something goes wrong at the High School, and the SRO isn't available, who responds, particularly around sexual assault? It depends on the nature of the issue. They do have 4 female officers in the department.
- If we choose not to continue the program, what might change regarding the Acton Police and the schools? There would be some changes but not sure at this time. They also work with Victor School, Colebrook High School and local daycares and preschools.
- What training specifically have you received on race-based bias? Can you speak to the trust gap? Sgt Campbell did a 40 hour race bias training course and several boosters through Middlesex Partnership for Youth. He understands his role as an officer and the impact it can have on students. He described the routine of how he walks through specific school building areas twice a day and looks for things that are out of place or unusual. While a student may feel they are being watched, there are areas that the SROs consistently monitor. Kyra noted that Sgt Campbell was mentioned a number of times in the DEI Report as someone with positive rapport.
- How many cases does an SRO handle? This varies year to year and can't be predicted. The statistics could be provided if needed. Approximately 80% of the cases that are criminal in nature, are attempted to be addressed using restorative justice.

iii. Public Comment - (limited to 1.5 minutes by the Chair)

Comments included:

- In support of the program. Generally, appears to have been a successful partnership with our police department. Could be an excellent opportunity for community building.
- Finding a police presence in our schools shocked this parent when they moved to town. Sgt Campbell and Dep Chief Cogan are exceptions and even with the

training, we recently had two “bad ones”. Shouldn’t all officers have this training for dealing with children?

- We’re all here for student wellness and safety, and most trust the collective wisdom. If we take away this SRO resource, on whom is that work going to be placed? Does the School District have the room for it? Please be thoughtful when pulling a resource so we don’t crush our teachers and students in crisis.
- The students who felt watched were not white students. Patrol officers get familiar with people in town too. If we don’t have SROs, the school campus will not be patrolled. We need to define high standards for the SRO program.
- This process needs to include students, staff, community and anonymous input. We shouldn’t be in a rush regarding this program. Obtain the data from Sgt Campbell. (Kyra noted that this meeting was announced months ago.)
- SROs are increasingly involved in school discipline. Officers are looked for regarding code of conduct questions and disciplinary action. SROs are not trained for this. We should add more mental health professionals to our staff.
- A speaker who works in restorative justice found our SROs were very adept at dealing with serious issues. The DEI report has excellent recommendations. Start a dialogue with students and ask what is happening and ways they can express their thoughts. Everyone needs a deep understanding of this.
- Our SROs can only do their job if there is trust between them and students. That trust might be broken. It is the School Committee’s responsibility to get student feedback to restore that trust. Maybe pause this program and see what can be done?
- People want to feel safe. We have not seen data showing that police keep kids safer. The speaker sent slides to the School Committee and urged them to think outside the box.
- Trust has been broken with students of color. We need to use caution regarding ways to improve the program - vetting, training and accountability should be considered.
- Take more time and share some data. Ask for examples of good things that came out of Sgt Campbell’s 17 years in the program. Show the value of the SROs with positive examples. Keep the program.
- The Committee was thanked for “starting this process with integrity”. The DEI subcommittee worked for over a year studying this and presented a roadmap to build trust. The speaker was on the committee for restorative justice and sees the good that comes from it. You can’t silo the Police Department and build community. The revised MOU puts forth shared common principles that are important to consider. Please look at the DEI roadmap and MOU carefully.

The Committee confirmed that no vote would be taken at this meeting. Mr. Light stated that there is not a deadline for signing the MOU. The current MOU with the Police is in effect until a new one is signed. Andrew Shen, Director of Special Projects, will be

tasked with obtaining anonymous data. While some emails were received by the Committee, none were from students. All were encouraged to fill out the new survey.

The point was made that there is no funding to be reappropriated to hire non-police officers if we eliminate the SRO program. Members generally do not want SRO work to fall on teachers' shoulders, per the earlier speaker. SRO funding is 100% from the town of Acton, not the school. If we want to think about replacing them with new staff we would have to pay for it. Mr. Light added that the schools and police would find a way to work together for students, no matter what.

After much discussion, and recognizing the need to act expeditiously but also the need to collect more info and consider the DEI recommendations, the Committee came to consensus around asking a subcommittee to further study the program and return with recommendations to the full committee at their next meeting. The committee intends to formally vote to appoint this subcommittee at its next meeting on December 15, 2022. In the meantime, Mr. Light would like to start working on student discipline codes.

A student in the audience stated that it is really important to have officers in the schools because they support students and they're there to keep them safe. Knowing the officers are in the school is a comfort and is for everyone's well being.

b. October 1 Enrollment & Class Size Update - *Marie Altieri, Maryann Young, Joanie Dean, James Marcotte*

Marie, Maryann, Jim and Joanie presented their updates. (see slides) Total K-12 enrollment is down 8% over the past four years. K-12 enrollment vs. projection was down 34 elementary students, up 1 JH student, and down 11 HS students for a total of down 44 students from the FY23 projection. AB has an increase in multilingual learners, students who were born here but whose parents do not speak english. In response to a question about the policy subcommittee considering recommending larger High School class sizes, Joanie said that refiguring class schedules could impact some supports and electives that can be offered. A difference between High School and elementary class sizes is that a High School teacher has 120 students a day but elementary teachers have a classroom of about 20 students.

4. ONGOING BUSINESS

a. Consent Agenda/Action Items - **VOTE** - *Kyra Cook*

- i. Approval of ABRSC Meeting Minutes of 11/17/22
- ii. Donation of \$2,000 to Athletics from Special Olympics for Unified Basketball Program

Adam Klein moved, Tessa McKinley seconded and it was unanimously, **VOTED**: to approve the consent agenda.

b. Subcommittee and Member Reports

- i. Community Engagement - *Andrew Schwartz*
- ii. Policy - *Ginny Kremer*

1. Class Size Policy, File IIBA - First Read

Jim Marcotte and Joanie Dean's presentations informed the subcommittee's discussion of the upper grade level class sizes. It's very complicated. The proposed revision to this policy is offered understanding that there will be a lot of variations due to the levels of secondary classes. The Administration is balancing what's best for students given budget resources and is looking for general guidance on class sizes. They felt it should be consistent with grades 4-6. The older students are, the more variety of classes are offered and sometimes the disparity of learning needs grows wider. Comments to Ginny.

- 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)

FYI

- Case Collaborative Report 1 to SC and copy of Board Responsibilities and Timeline - Peter serves on this Board. Adam - is CASE in good financial standing? PL" yes, the reserves they've received exceed what they can.
- Community Coffee (virtual), January 18, 2023

5. Adjourn

At 10:15 p.m. Adam Klein moved, Amy Krishnamurthy seconded and it was unanimously, **VOTED**: To adjourn the ABRSC meeting.

NEXT MEETINGS: December 15 ABRSC at 7:00 p.m. in the Admin. Building Auditorium

Respectfully submitted,
Beth Petr

List of Documents Used: Agenda, Agenda Item Summary Sheets, School Resource Officer Program History and Data Memo (P. Light, 11/28/22), Required Updates to School Resource Officer Memorandum of Understanding Memo (P. Light, 8/22/22), Summary of the DEI Family Advisory Findings Memo (J. Faber, 8/16/22), Memorandum of Understanding for School Resources Officers Memo (C. Brunt, Counsel for ABRSD, 8/17/22), Summary of the DEI Family Advisory findings (6/1/21), Memorandum of Understanding Between Acton Boxborough Regional School District and the Acton Police Department Regarding the School Resource Officer Program (signed 9/4/18), 2022 School Resource Officer Memorandum of Understanding Between _____Public Schools and _____Police Department, K-12 Enrollment and Class Size presentation slides (12/1/22), Draft Minutes of ABRSC meeting on 11/17/22 (B. Petr), Gift Letter from Special Olympics to ABRHS, Proposed Revision to Elementary Class Size Guidelines policy, File IIBA (First Read), Warrant memo, CASE

Collaborative Report 1, Handout brought to meeting by member of the public (This Book is Gay),
Handout brought to meeting by member of the public re website

Superintendent's Comments from 12.1.22 regarding School Resource Officer (SRO) Program

I am not quite sure, but I believe it was Brenee Brown who posed a revised definition of empathy. We have long thought of empathy as the ability to listen to someone and then walk in their shoes. We now know this is impossible and that our perceptions of the world are deeply personal and shaped by the experiences we have had. In the new definition of empathy, there is a recognition of this and the new definition is posited as: The ability to listen deeply to someone's experiences... and then believe them. We tend to extrapolate our own experiences to those of others and we should resist that urge as much as possible.

The debate around the mascot was not a testament to our ability to be empathetic and believe that individuals can have different ways they experience the world. In hindsight, we spent more time trying to disprove how others said they experienced the world than listening to them and believing their stories. I hope as we move forward, we can listen to the experiences of others fully and not spend our time and energy working on a rebuttal instead of listening to what they have to say. I hope discussion of this important topic is just that: a community dialog that values the different perspectives shared, which then recognizes that the committee members, as elected by our towns, have a responsibility to make a decision that embraces not only community input, but their own core values and above all, the needs of all of our students.

From the public comments that have come in so far via email, we can clearly hear that different individuals have different experiences with schools and school discipline, as well as police and resource officers. I would encourage us tonight to focus on listening to the various experiences with an open mind and heart and understand these important ideas: that some individuals have had adverse experiences in our schools and in their lives with police, and that others have benefited greatly from their experiences in our schools and with the SRO program. Everyone we hear from has an important perspective to hear and consider without inherent judgment because their perspective is different from our own.

I provided a memorandum in the packet with an overview of the program. I will be upfront that our data about school-police interactions is limited. I don't want to revisit the memo tonight other than to answer any questions you have as that document stands on its own. That said, it doesn't fully capture the wide range of experiences different students and families have had with our schools or the SRO program. The comments and public commentary speak far better to that than I can.

What I do hope to draw attention to is that the decision to either have or not have an SRO program is complicated and there are many different perspectives to consider. Inevitably, based on previous

comments at school committee meetings, I believe you will ask for my recommendation on this program and I would like to share a few thoughts.

1. There is no absolute way to prevent violence, including having an SRO. We have seen time and time again that any individual who carries a weapon and is committed to doing harm will do so. I don't think this alone is the rationale for keeping SROs.
2. In any industry or sector, there are individuals whose behaviors put at risk the credibility of the entire organization. This certainly happened with two of our SROs. They are no longer with us. There are things to learn from this for how we can have guardrails to prevent future behaviors, and we simultaneously need to be judicious in how we use this information to judge the rest of the organization.
3. Having officers with specific training around the issues youth and adolescents face as well as an interest in serving them combined with preexisting relationships with school staff, administrators and students provides value. There are going to be instances where officers respond to schools regardless of whether or not we have an SRO program, and it is of value to have a trained SRO respond instead of leaving the response to chance.
4. Our school district has low credibility right now with our Black community in particular, and justifiably so: We continue to hear from Black students and families about feeling targeted, disproportionately disciplined or being watched. As a white male, I have never had these experiences with either schools or police, but that doesn't mean they don't happen to our Black students. Our data over time supports that we do disproportionately discipline students of color, students who are economically disadvantaged or who have disabilities. This is neither good nor acceptable, and it is no wonder we have diminished credibility with people from these groups. I also think that the frustration with the SRO program is a symptom of the underlying issue and not the root cause. Resource officers are the end of the disciplinary pipeline, but we need to look at the whole referral process from the start to understand why more students of color end up along this path.

I think this begs the question: "what should we do about this and when?" I'll start by saying this is a school committee deliberation *with* community input for a reason: this is bigger than any one individual's decision and I respect all of the viewpoints on this issue. Here is my recommendation:

This does need to be a binary decision. We do not either have to maintain the program as is or eliminate it. We can also choose to use the opportunity we have now to listen to the various voices we are hearing either in support of the program, or who have had adverse experiences with the program and use this information to create the program we believe meets the needs of our community. I would offer a few suggestions for how we can take urgent action while also recommending that we *maintain* the SRO program:

1. Use the policy subcommittee to review all discipline policies, including those that govern student handbooks and use your policies as instruments to shape the type of schools we want to have. At a minimum, update policies to require trauma sensitive and restorative justice approaches to discipline which are now consistent with Massachusetts law Ch 71 S. 37H ¾.

Require schools to develop and take specific actions to reduce and eliminate disproportionate disciplinary outcomes. Have schools develop strategies including those just mentioned to reduce the use of suspension as a tool for student discipline. Ensure these procedures provide clear guardrails for school-police interactions. Hold us as administrators accountable for returning this spring or summer with revised disciplinary procedures in our handbooks that are aligned with this vision.

2. Through either the policy subcommittee or an ad hoc committee, use the new statewide SRO MOU as a *starting point* to develop an SRO program that is responsive to the variety of concerns we have heard. The new MOU requires a process for community input and public concerns to be addressed, annual evaluation of the SROs to be done jointly by the Superintendent and Chief of Police, and protections for students and families with disabilities. Use these items as a starting point to add language that creates an effective MOU, and charge the Superintendent and Chief of Police with developing operating protocols consistent with this vision and which are publicly available. You can also consider expanding the requirement that we have for professional staff to complete anti-bias coursework to SROs who work with our students and provide our SROs with access to coursework that the district provides to educators around trauma informed and restorative justice.
3. Require the school district to annually or bi-annually report disciplinary data publicly to the school committee. Require data to be disaggregated and ask questions if and when there are disproportionate outcomes for students. In policy or procedure, require schools to maintain accurate records of referrals to the SRO program so that we can better evaluate the program over time. Have us consider ways we can track not only referrals to the program, but the outcomes from those referrals.
4. Set expectations for a realistic and urgent timeline to review the SRO program again within the next several years to see if the changes we are making have the desired impact. If not, consider taking additional actions at that time, including then considering the elimination of the program.

I understand that some in the community may feel that these steps do not go far enough or should have been taken long ago, and I respect that point of view. I do however feel that having SROs who are trained in working with youth and adolescents provides a significant value to our schools which should at least be given an opportunity to be re-envisioned in a way that creates more equitable and just schools for all of our students.



Acton-Boxborough Regional School Committee Meeting Agenda Item Summary

MEETING DATE	12-15-2022	AGENDA ITEM NUMBER	5.a
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AGENDA ITEM TITLE	CONSENT AGENDA: Approval of Friends of the Acton Libraries donation
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PRESENTER(S)	Kyra Cook
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SUMMARY OF TOPIC	Friends of the Acton Libraries to the ABRSD Libraries
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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
<input checked="" 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
<input checked="" 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	"Move that the ABRSC approve the consent agenda as proposed/amended."
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FOLLOW-UP	
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APPROX. TIME FOR THE AGENDA ITEM (MIN.)	1 min.
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ATTACHMENTS	Memo and copy of check
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To develop engaged, well-balanced learners through collaborative, caring relationships.

WELLNESS • EQUITY • ENGAGEMENT

FRIENDS OF THE ACTON LIBRARIES
486 MAIN STREET
ACTON, MA 01720

53-7122/2113
SECURITY
ECONOMY

3023

11-30-22

Acton-Boxborough Regional School Dist. \$ 16,000.00
Sixteen thousand dollars and no cents

MIDDLESEX SAVINGS BANK
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Annual Gift

Victoria A. Clifton

Dr. Pe
Acton-Boxborough Regional
16 Charter Road
Acton, MA 01720

December 1, 2022

Dear Dr. Light,

The Board of the Friends of the Acton Libraries are pleased to be able to donate a total of \$16,000 to the Libraries of the Acton-Boxborough Regional School System.

We request the donation be allocated in equal amounts to each of the six Acton-Boxborough elementary school libraries, and the Junior High, and High School libraries (\$2,000 each).

If we can be of any assistance to the libraries or librarians in the months ahead, you may contact me by email at friendsofactonlibraries@gmail.com, or in care of the Acton Memorial Library at 486 Main Street.

We very much appreciate all that you and members of the school staff do for our students.. Happy Holidays!

James Fox

James Fox
President



Acton-Boxborough Regional School Committee

Meeting Agenda Item Summary

MEETING DATE	12/15/22	AGENDA ITEM NUMBER	
AGENDA ITEM TITLE	Commission Check - Lifetouch School Studios/Shutterfly, LLC		
PRESENTER(S)	N/A		
SUMMARY OF TOPIC	Commission check in the amount of \$3,371.36 for Fall 2022 photographs of students and staff - given to support student activities		

<u>WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?</u>	
	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 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	One minute
FOLLOW-UP	
ATTACHMENTS	Copy of commission check #90533

Shutterfly, LLC

Customer #: 0000115077

Check Date: 11/21/22

Check #: 90533

Invoice#	PO#	Invoice Date	Gross Amount	Discount Amount	Net Amount Paid
480429		11/18/22	\$3,371.36	\$0.00	\$3,371.36
<p>On behalf of Shutterfly Lifetouch, LLC, enclosed is a commission check for the Lifetouch Fall Individuals 2022-2023 Program. Thank you for allowing us to photograph your students. If you have any questions, concerns or suggestions please contact us at 401-7 81-6320</p>					
TOTALS:			\$3,371.36	\$0.00	\$3,371.36

THE FACE OF THIS CHECK HAS A BLUE BACKGROUND AND MICROPRINTING IN THE BORDER. SEE BACK FOR ADDITIONAL SECURITY FEATURES.

Shutterfly, LLC

Shutterfly, LLC
10 Almaden Blvd, Suite 900
San Jose CA 95113

Wells Fargo
56-382/412

Date
11/21/2022

Number
90533

\$3,371.36

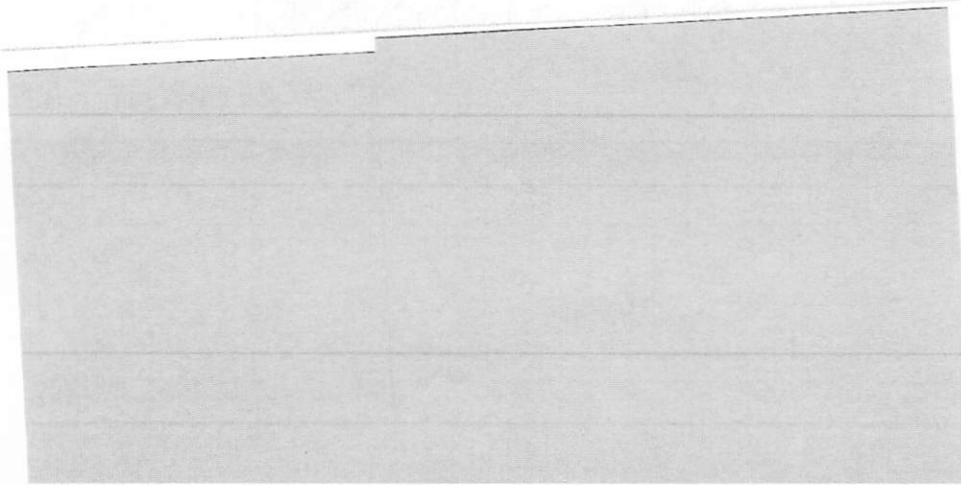
Amount
\$****3,371.36

PAY EXACTLY

THREE THOUSAND THREE HUNDRED SEVENTY-ONE and 36/100
Dollars

PAY
TO THE
ORDER
OF

RAYMOND J GREY JR HIGH SCHOOL
16 Charter Road
Acton MA 01720-2931





Acton-Boxborough Regional School Committee

Meeting Agenda Item Summary

MEETING DATE	12-15-22	AGENDA ITEM NUMBER	
AGENDA ITEM TITLE	Middlesex Savings Bank Donation to Proscenium Circus		
PRESENTER(S)	N/A		
SUMMARY OF TOPIC	DONATIONS TO PROSCENIUM CIRCUS		

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 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	1 min.
FOLLOW-UP	NONE
ATTACHMENTS	DONATION CHECK & TURN IN SHEET

Acton Boxborough Regional Schools

Schedule of Departmental Payments to the Treasurer

No. PA-PC-23-002	Dept. PROCENIUM CIRCUS	Date: 11/28/22
------------------	------------------------	----------------

From Whom	Purpose	Charge Code	Check Date	Check #	Amount
Middlesex Savings Bank (ABFOD)	Patron Donations (ALICE) from Performance	342301	11.17.22	582380	1755.00
Total:					1755.00

Person completing schedule: Pamela Rogers

THE SECTION BELOW IS FOR FINANCE ONLY

Date: _____

To the Department Officer making Payment:

Received of _____ the sum of _____ Dollars

the collection as per schedule of this date filed in my office.

Signature



Treasurer's Check

53-7122/2113

No. 582380

Date: 11/17/2022

Pay to the Order of ***Acton Boxborough Regional High School***

Amount \$1,755.00

One Thousand Seven Hundred Fifty-Five and 00/100*****

DOLLARS

Memo Proscenium Circus / Drama Dept.

Signature of Scottie Adams, Authorized Signature

NOTICE TO CUSTOMER: ACCORDING TO MASSACHUSETTS UNIFORM COMMERCIAL CODE (3-312) A REPLACEMENT CHECK FOR A LOST, STOLEN, OR DESTROYED TREASURER'S CHECK CANNOT BE ISSUED UNTIL AT LEAST 90 DAYS AFTER THE DATE OF THE CHECK.





Acton-Boxborough Regional School Committee
Meeting Agenda Item Summary

MEETING DATE	December 15, 2022	AGENDA ITEM NUMBER	
AGENDA ITEM TITLE	Close-out of Class of 2014 SAF ledger		
PRESENTER(S)	n/a		
SUMMARY OF TOPIC	Closure of inactive SAF ledger		

WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?	
<input 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 checked="" 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 checked="" 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	One minute
FOLLOW-UP	
ATTACHMENTS	3-years Class of 2014 ledgers showing inactivity

STUDENT ACTIVITIES FUNDS

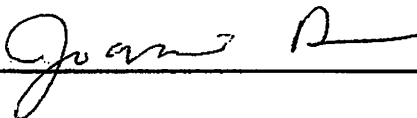
TRANSFER OF FUNDS BETWEEN SAF CLUB LEDGERS

To: Class of 2025

From: Class of 2014

Amount: \$.64

Reason: To close out the Class of 2014 ledger.
The Class of 2014 ledger has carried a
balance of .64 since 2020

Approved by: 

Date: 11-4-22

Class of 2014 - as of 1/31/14

FUND: CLASS OF 2014

ADVISOR: AMANDA MATTHEWS & MIKE ROMANO

Date	Transaction	Deposit	Transfer	Paid	Check #	Description	Balance
7/1/19	FY20 Opening balance	\$0.00				Brought forward from 6/30/2019	\$2,741.61
1/3/20	Annalise McDonald			(\$2,404.97)	2831	reimbursement for expenses paid to Howl at the Moon for 5-year class reunion	\$336.64
2/7/20	Brain & Behavior Research Foundation			(\$336.00)	2889	donation to use up remainder of funds	\$0.64

\$0.00 \$0.00 (\$2,740.97) \$0.64

Class of 2014 - as of 1/31/14

FUND: CLASS OF 2014

ADVISOR: AMANDA MATTHEWS & MIKE ROMANO

Date	Transaction	Deposit	Transfer	Paid	Check #	Description	Balance
7/1/21	FY22 Beginning Balance					balance carried forward from 6/30/21	\$0.64
		\$0.00	\$0.00	\$0.00			\$0.64



Acton-Boxborough Regional School Committee
Meeting Agenda Item Summary

MEETING DATE	December 15, 2022	AGENDA ITEM NUMBER	
AGENDA ITEM TITLE	Close-out of F.I.S.H. SAF ledger		
PRESENTER(S)	n/a		
SUMMARY OF TOPIC	Closure of inactive SAF ledger		

WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?	
<input 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 checked="" 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 checked="" 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	One minute
FOLLOW-UP	
ATTACHMENTS	3-years F.I.S.H. club ledgers showing inactivity

STUDENT ACTIVITIES FUNDS

TRANSFER OF FUNDS BETWEEN SAF CLUB LEDGERS

To: Economics Club/Young Investors Society } 50% each of
Future Business Leaders of America } \$2,585.13

From: F.I.S.H. student club

Amount: \$1,292.57 - FBLA
\$1,292.56 - Economics Club/Young Investors Society

Reason: The F.I.S.H. club is no longer active.
The advisor, Katie Rassegnal, would like to
transfer the remaining balance of \$2,585.13
to two clubs: FBLA and Economics & Young
Investors Society. There has been no activity
in the F.I.S.H. ledger for the past three years.
F.I.S.H.'s club was organized around finance,
investing, stocks, and history of economics.

Approved by: Joann R

Date: 11-4-22

ACTON-BOXBOROUGH REGIONAL HIGH SCHOOL

Student Activities

FUND: F.I.S.H.

ADVISOR: Katie Rossignol

Date	Transaction	Deposit	Transfer	Paid	Check #	Description	Balance
7/1/2018	FY19 Opening Deposit					Balance Brought forward from 6-30-18	\$2,585.13
		\$0.00	\$0.00	\$0.00			\$2,585.13

ACTON-BOXBOROUGH REGIONAL HIGH SCHOOL

Student Activities

FUND: F.I.S.H.

ADVISOR: Katie Rossignol

Date	Transaction	Deposit	Transfer	Paid	Check #	Description	Balance
7/1/2019	FY20 Opening Deposit					Balance Brought forward from 6-30-19	\$2,585.13

\$0.00 \$0.00 \$0.00 \$2,585.13

ACTON-BOXBOROUGH REGIONAL HIGH SCHOOL

Student Activities

FUND: F.I.S.H.

ADVISOR: Katie Rossignol

Date	Transaction	Deposit	Transfer	Paid	Check #	Description	Balance
7/1/2020	FY21 Opening Balance					Balance Brought forward from 6-30-20	\$2,585.13
		\$0.00	\$0.00	\$0.00			\$2,585.13

ACTON-BOXBOROUGH REGIONAL HIGH SCHOOL

Student Activities

FUND: F.I.S.H.

ADVISOR: Katie Rossignol

Date	Transaction	Deposit	Transfer	Paid	Check #	Description	Balance
7/1/2021	FY22 Beginning Balance					balance carried forward from 6/30/21	\$2,585.13
		\$0.00	\$0.00	\$0.00			\$2,585.13



Acton-Boxborough Regional School Committee

Meeting Agenda Item Summary

MEETING DATE	12-15-2022	AGENDA ITEM NUMBER	5.a
AGENDA ITEM TITLE	CONSENT AGENDA: Approval of ABRHS Softball Booster organization donation		
PRESENTER(S)	Kyra Cook		
SUMMARY OF TOPIC	ABRHS Softball Booster donation to ABRHS Softball Program		

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	Memo from ABRHS Softball Booster Co-Chairs

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December 6, 2022

Dear School Committee,

This is Kim Larsson and Renee Yourk, writing to you, as the Acton Boxborough Regional High School (ABRHS) High School Softball Booster Co-Chairs. We are writing this letter on behalf of this Booster organization regarding our efforts to bring more resources to our High School Softball Program.

Through fundraising, we can gift:

- 1) The ground preparation to install a batting cage (preparing a 60-foot by 12-foot ground site, with 10 cemented support poles, to install a 55 foot by 10-foot batting cage). This groundwork and pole installation has been quoted by Courtyard Concepts, a landscape company in Chelmsford, MA owned and operated by Tom Hunt. Please see the attachment from Courtyard Concepts for greater details (estimated costs \$10,760). If additional stone dust is required, the ABRHS Softball Boosters will cover this expense. Please note that Courtyard Concepts is fully bonded and insured and proof of this is available upon request. The Boosters have met with the AB Facilities Department (Bob Glen, Steve Desy) and Athletic Director (Steve Martin), who approve the location of this structure behind the dugout.
- 2) The purchase and installation of new 8 foot by 10 foot shed, as shown in the photo below. The Boosters are pleased to support Fiona Casey, and her senior project, in the building of this new shed for the Acton Boxborough Softball Team. Ms. Casey is finalizing grant funding from Danny's Place in Acton, MA for \$1000. The Boosters have met with the AB Facilities Department (Bob Glen, Steve Desy) and Athletic Director (Steve Martin), who approve the location of this structure, behind the dugout. The ABRHS Softball Boosters will also pay for any building permits, if required. As through our conversation with the Acton Building Department, this sized shed, does not require footings.



\$	2,879.00	Cost of kit
	179.94	Taxes
	250	Delivery
\$	3,308.94	Subtotal
	400	Extras (paint, cement blocks, roof shingles)
\$	3,708.94	

We are truly very excited to be provide these long last resources to our softball community. If you have further questions, please feel free to reach us as follows:

Kim Larsson: cell 617-797-3057, email kimlarsson.bbm@gmail.com

Renee Yourk: cell 978-660-4324, email renee@yourk.com

We look forward to hearing from you! Kim and Renee



PO Box 373, Chelmsford MA 01824
 designs@courtyardconcepts.com
 www.courtyardconcepts.com
 978-256-5454

Estimate

Date	Estimate #
12/6/2022	3061-revise

Name
Rence Yourk ABRHS Varsity Softball Boosters Located @ 3 Durkee Road Acton, MA 01720

Description	Total
Design and install a (60 ft long x 12 ft wide) batting cage area with pressure treated landscape timbers. Level and grade area with timbers. Install anchor supports on each side to lock timbers in place. Back fill area with (12 tons) of (3/4 inch) crushed stone. Add (4 - 6 inches) - (12 tons) of stonedust in compacted layers. Level and grade area.	9,260.00
Install (10) metal poles in concrete footings of batting cage area.	1,500.00
Note: If more stonedust material is needed, it would be \$65.00 a ton installed.	
Customer Signature _____	
Courtyard Signature _____	
Signature required on all confirmed estimates (please no electronic copies). Terms are 50% deposit - 50% due upon completion. We look forward to working with you ~ Connect with us on Facebook & Instagram!	Total \$10,760.00



Acton-Boxborough Regional School Committee Meeting Agenda Item Summary

MEETING DATE	12-15-2022	AGENDA ITEM NUMBER	5.b.i
AGENDA ITEM TITLE	Subcommittee and Member Reports		
PRESENTER(S)	various		
SUMMARY OF TOPIC	Establish a Subcommittee to Recommend Future of School Resource Officer Program		

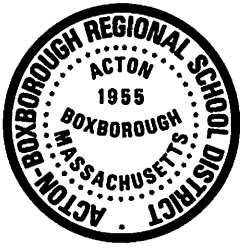
WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?	
<input checked="" type="checkbox"/>	No action requested - this is a short update or presentation of information
<input type="checkbox"/>	Request input and questions from the School Committee, but no vote required
<input type="checkbox"/>	Request 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	Memo from Adam Klein

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

978-264-4700

www.abschools.org

TO: Acton-Boxborough Regional School Committee Members

FROM: Adam Klein

DATE: 12/12/2022

RE: School Resource Officer Evaluation Subcommittee

At our December 1st School committee meeting, we discussed the future of the School Resource Officer Program. The outcome was to form a subcommittee to further evaluate the program.

The charge of the sub-committee is to make a recommendation on the future of the SRO program. The sub-committee should include any additional suggestions as well. These suggestions can include additions to the MOU or alternatives to that program and possible funding sources.

In making their decision, the committee should take advantage of pre existing resources. The committee should reach out to families, students, and staff. This can provide insight for those most affected by the recommendation.

Membership will be comprised of:

- 3 School Committee Members
- Superintendent of Schools
- 3 School-based administrators representing each level
- 2 School-based staff including 1 staff member from mental health staff if possible
- 3 Parents, including 1 from the DEI family advisory and 1 representing students with disabilities, and or multilingual learners
- 2 high school students

Members of the committee and public can fill out ***This Form*** to express their interest in serving. Please do so by December 31st as the committee will start meeting in January.

The committee will bring its recommendations back to the full committee for a vote.

Recommended motion: *I move to approve the creation of a School Resource Officer Evaluation subcommittee for the purpose of evaluating and making a recommendation on the future of the SRO program.*

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Acton-Boxborough Regional School Committee Meeting Agenda Item Summary

MEETING DATE	12-15-2022	AGENDA ITEM NUMBER	5.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	Class Size Guideline Policy, File IIBA

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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 SCHI
- File: IHBG-R-2 - INSTRUCTI
- File: IHBG-R-3 - EXTRACURI
- 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 STUDI
- 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:

Kindergarten	18-20 students
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	12-15-2022	AGENDA ITEM NUMBER	5.c
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	
<i>If formal action is requested, include a suggested motion or contact Julie LaLumiere.</i>			
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		

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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

December 13, 2022

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 12/15/2022.

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 \$6,236,010.79.

AP Vendor warrant(s) as follows -

23-011	dated	11/23/2022	in the amount of	\$	1,679,121.11
23-011A	dated	12/1/2022	in the amount of	\$	117,892.97
23-012	dated	12/8/2022	in the amount of	\$	984,760.65

Payroll Vendor warrant(s) as follows -

23-011PR	dated	12/1/2022	in the amount of	\$	571,005.41
----------	-------	-----------	------------------	----	------------

Payroll warrant(s) as follows -

P2311	dated	12/1/2022	in the amount of	\$	2,883,230.65
-------	-------	-----------	------------------	----	--------------



Acton-Boxborough Regional School Committee

Meeting Agenda Item Summary

MEETING DATE	12-15-2022	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			
	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
Preschool	81	16	1	98	90	16	1	107	90	16	1	107	93	17	1	111
Preschool Total	81	16	1	98	90	16	1	107	90	16	1	107	93	17	1	111
K	238	55	5	298	238	55	5	298	240	54	5	299	242	51	5	298
1	276	58	7	341	275	58	7	340	278	58	7	343	279	58	7	344
2	255	61	9	325	255	62	9	326	258	61	8	327	258	61	8	327
3	305	59	4	368	303	58	4	365	305	58	4	367	308	58	4	370
4	305	74	6	385	304	74	6	384	307	75	6	388	309	75	6	390
5	317	86	4	407	315	86	4	405	317	86	4	407	319	86	4	409
6	339	53	7	399	340	53	7	400	340	53	7	400	338	53	7	398
Elem Sub Total	2035	446	42	2523	2030	446	42	2518	2045	445	41	2531	2053	442	41	2536
OOD Presch-6	12	1	0	13	11	1	0	12	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
7	326	78	8	412	325	78	8	411	325	78	8	411	323	78	8	409
8	342	70	5	417	340	70	5	415	341	68	5	414	340	69	5	414
JHS Sub Total	668	148	13	829	665	148	13	826	666	146	13	825	663	147	13	823
9	346	61	7	414	349	61	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
11	342	61	12	415	341	61	12	414	342	61	12	415	341	61	12	414
12	382	68	6	456	380	68	6	454	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
P.G.	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
Secondary Sub Total	2058	404	49	2511	2056	404	49	2509	2058	402	49	2509	2054	404	49	2507
OOD 7-13	46	7	0	53	46	7	1	54	45	7	0	52	44	7	0	51
Secondary Total	2104	411	49	2564	2102	411	50	2563	2103	409	49	2561	2098	411	49	2558
Preschool Total	81	16	1	98	90	16	1	107	90	16	1	107	93	17	1	111
Elem Total	2047	447	42	2536	2041	447	42	2530	2057	446	41	2544	2065	443	41	2549
Secondary Total	2104	411	49	2564	2102	411	50	2563	2103	409	49	2561	2098	411	49	2558
Grand Total	4232	874	92	5198	4233	874	93	5200	4250	871	91	5212	4256	871	91	5218

*Preschool Preschool Services: Speech, OT, PT only, not included in Totals
 A = ACTON Pre-School In D. = In District Distribution: P. Light D. Verc
 B = BOXBOROUGH P.G. = Post Graduates M. Altieri A. Bise
 C = Choice/Staff/Tuit Ungr. = Ungraded D. Bookis K. Nels
 J. Faber J. LaSh
 All Principals C. Don

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

REV: 12/1/2022

Actual Acton-Boxborough Grade K-6

12/1/2022

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		ADK	AM				
	54	3		37	1		52	4		55	0		55	1		35	1							
K	18	19	20	57	19	19	38	19	19	18	56	18	18	19	55	18	19	19	56	298	16 18.6			
			11			1				0				1				0		16				
Gr. 1	20	20	17	60	20	20	60	21	21	21	63	19	18	20	57	21	21	42	20	21	21	62	344	17 20.2
			11			0				2				2				4		1		20		
Gr. 2	17	18	19	73	19	20	39	19	20	19	58	18	20	38	20	20	19	59	20	20	20	60	327	16 20.4
			18			1				1				1				1		3		25		
Gr. 3	22	21	22	65	21	21	62	22	22	22	66	23	21	44	23	22	22	67	21	22	23	66	370	17 21.8
			19			2				2				2				5		2		32		
Gr. 4	22	20	23	89	24	21	67	23	23	46	23	23	46	23	24	24	71	23	24	24	71	390	17 22.9	
			26			3				1				3				5		0		38		
Gr. 5	22	24	23	93	23	23	70	23	23	46	23	22	45	22	21	21	20	84	23	24	24	71	409	17 24.1
			20			3				3				2				2		4		34		
Gr. 6	20	23	23	66	23	24	72	23	23	46	23	23	21	67	23	25	25	74	25	24	24	73	398	17 23.4
			19			0				1				3				1		2		26		
			124			10				10				16				19		12		191		
Total	24	21.0	503	19	21.5	408	18	21.2	381	17	20.7	352	21	21.6	453	20	22.0	439	2536	117	21.7			

124 Acton residents attend school in Boxborough

67 Boxborough residents attend school in Acton