



Acton-Boxborough Regional School District

15 Charter Road Acton, MA 01720
978-264-4700
www.abschools.org

Acton-Boxborough Regional School Committee Meeting

February 2, 2023 Meeting at 7:00 p.m. / Executive Session at 8:15 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. ABRHS Student Representative Update - *Rohan Ravindran, Harshini Magesh, Molly Norris, Diksha Mhatre, Julia Zhou*
 - b. Public Participation
 - c. Superintendent's Update - *Peter Light*
 3. ONGOING BUSINESS (7:15)
 - a. Finance Update - *David Verdolino*
 - i. Second Quarter Financial Report (slides brought to meeting)
 - b. FY24 Budget Presentation #3 - *Peter Light*
 - i. All Day Kindergarten - Possible **VOTE** - *Kyra Cook*
 - c. Subcommittee and Member Reports
 - d. Consent Agenda/Action Items - **VOTE** - *Kyra Cook*
 - i. Approval of ABRSC Meeting Minutes of 1/26/23
 - ii. Approval of \$1200 donation from ABRPTSO to ABR High School for Community Service awards night
 - e. Statement of Warrants and Recommendation to Approve - **VOTE** - *Kyra Cook*
- FYI
- Bill H692 Genocide Education memo
 - Green Advisory Council (GAC) meeting-February 11, 2023
 - Youth Mental Health First Aid Training-February 23, 2023
 - Acton and Boxborough Town Election Calendars
4. ADJOURN (8:15)

EXECUTIVE SESSION

To be convened under:

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

Posted on January 31, 2023 at 4:30 p.m.

NEXT MEETINGS: February 16 & March 2 at 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	2-2-2023	AGENDA ITEM NUMBER	2.
AGENDA ITEM TITLE	Chairperson's Welcome		
PRESENTER(S)	Kyra Cook		
SUMMARY OF TOPIC	<p>The Chair welcomes members and the public to the meeting. The Chair is also required to state if the meeting is being taped. Acton TV tapes and broadcasts most School Committee meetings.</p> <p>Individuals who wish to view the meeting, but do not wish to speak may do so by using the YouTube Link posted on the agenda.</p>		

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

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

APPROX AGENDA TIME	5 min
FOLLOW-UP	

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Acton-Boxborough Regional School Committee Meeting Agenda Item Summary

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

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

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

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



Acton-Boxborough Regional School Committee

Meeting Agenda Item Summary

MEETING DATE	2-2-2023	AGENDA ITEM NUMBER	2.b
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AGENDA ITEM TITLE	Public Participation
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PRESENTER(S)	Kyra Cook
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SUMMARY OF TOPIC	Policy <u>BEDH</u> , permits members of the public to speak for up to 3 minutes on items not included on the agenda. Comments regarding items on the agenda would be made during that part of the meeting. The Committee/Administration typically does not respond to comments during public participation.
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WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?	
<input checked="" type="checkbox"/>	No action requested - this is a short update or presentation of information
<input type="checkbox"/>	Request input and questions from the School Committee, but no vote required
<input type="checkbox"/>	Request formal action with a specific vote:
	If formal action is requested, is this item being presented:
	for the first time, with a request that the School Committee vote at a subsequent meeting OR
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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	2-2-2023	AGENDA ITEM NUMBER	2.c
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AGENDA ITEM TITLE	Superintendent's Update
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PRESENTER(S)	Peter Light
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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.
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WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?	
<input checked="" type="checkbox"/>	No action requested - this is a short update or presentation of information
<input type="checkbox"/>	Request input and questions from the School Committee, but no vote required
<input type="checkbox"/>	Request formal action with a specific vote:
	If formal action is requested, is this item being presented:
<input type="checkbox"/>	for the first time, with a request that the School Committee vote at a subsequent meeting OR
<input type="checkbox"/>	with the request that the School Committee take action immediately

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

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

Meeting Agenda Item Summary

MEETING DATE	2-2-2023	AGENDA ITEM NUMBER	3.a
AGENDA ITEM TITLE	Finance Update		
PRESENTER(S)	David Verdolino		
SUMMARY OF TOPIC	Second Quarter Financial Report		

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

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

APPROX AGENDA TIME	15 mins.
FOLLOW-UP	
ATTACHMENTS	Slides brought to meeting

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Acton-Boxborough Regional School Committee

Meeting Agenda Item Summary

MEETING DATE	2-2-2023	AGENDA ITEM NUMBER	3.b
AGENDA ITEM TITLE	FY24 Budget Presentation #3		
PRESENTER(S)	Peter Light		
SUMMARY OF TOPIC	All Day Kindergarten		

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:
X	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	45 min.
FOLLOW-UP	
ATTACHMENTS	Memo from Peter Light

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Peter J. Light

Superintendent of Schools

To: Acton Boxborough Regional School Committee
From: Peter Light, Superintendent of Schools
Date: January 30, 2023
RE: Budget Update and All Day Kindergarten Information

At your last meeting on January 26, 2023, the District provided an update with regard to staffing, capital planning, and preliminary information about All Day Kindergarten (ADK) and tuition rates. Since the meeting last week, there are no significant updates with regard to either staffing, or our understanding of capital needs.

Last week, the committee indicated an interest in keeping the tuition rate for ADK in FY24 at the same level as it is currently set, \$1,800. At your meeting this week, we have planned an opportunity for a deeper discussion of All Day Kindergarten costs, revenues and tuition. We request a decision about the FY24 ADK tuition rate at either this meeting or on February 16, 2023.

Possible motion:

"To set the All Day Kindergarten Tuition at \$XXXX per student for the 2023-24 school year."

Background:

Acton-Boxborough remains one of very few districts in Massachusetts that continues to charge tuition for students to attend All Day Kindergarten (ADK). The district has been engaged in a multi-year plan to transition to tuition-free ADK since 2019. Prior to FY20, the district charged families \$4,500 per student to send their child to Kindergarten. Since 2019, the District has been able to reduce tuition by 60% to \$1,800 in FY23. To achieve this, the district has used the strategy of using one-time funds (E&D and ARPA) coupled with gradual budget increases to offset costs.

The tables included in this memo provide historical information from 2017 to present as well as projections of revenues and expenses into the foreseeable future. 2017 marked the first year, post-regionalization, that ADK was removed entirely from Community Education and was determined to be an appropriate and reliable basis of comparison. It should be noted that the operating budget and use of revolving funds fluctuated during the pandemic when the district offered only ½ day Kindergarten.

We remain committed as a district to continuing our path to ADK as an important aspect of our work to improve educational equity for our students and families.

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Enrollment and Tuition by Year:

The table below shows enrollment in full and half-day Kindergarten as well as the total number of classrooms for Kindergarten. Prior to 2019-20 the district offered separate full and half day classrooms. Due to declining enrollment over time in the district’s ½ day program, in 2019-20, we transitioned into all “hybrid” classrooms in which most students stayed for the full day, but a few students in each class left at the end of the ½ day program. While the district originally provided only a half-day program with enrichment activities in the afternoon for full day students, we now provide a full range of academics and enrichment throughout the full school day. It is important to note that we have not yet completed educational visioning for what a comprehensive universal ADK program will be as we still have some students who choose to attend the ½ Day program. The district provides full tuition waivers for all families who qualify for free or reduced price lunch.

In 2014-15 the district enrolled nearly half (49%) of our students in the half day kindergarten program. As of October 1st this year, we enrolled 95% of our students in All Day Kindergarten. Since October 1st, we have transitioned approximately half of our ½ day students into the full day program and our ADK enrollment now exceeds 97% of all kindergarten students.

As noted above, over a period of four years, we have been able to reduce the tuition rate for ADK by 60% from \$4,500 to \$1,800.

Year	Tuition Rate	Full Day Students	½ Day Students	Total Enrollment	% in Full Day Program	Number ADK Classrooms
2017-18	\$4,500	221	129	350	63%	11
2018-19	\$4,500	219	111	330	66%	11
2019-20	\$4,500	241	65	306	79%	16
*2020-21	NA	NA	NA	NA	0%	17
2021-22	\$3,750	272	45	317	86%	17
2022-23	\$1,800	284	14	298	95%	16

* *Pandemic year, no ADK program offered*

Historical and Projected Costs of ADK

The table below provides information about historical and projected costs of the Kindergarten program. Historical totals for ADK reflect actual spending for the period from FY17 until FY22. FY23 Totals are based on projected costs at the close of the current year’s Q2, and FY24 costs are as currently budgeted by the District. Costs beyond FY24 are based on an average increase of 4%, which represents the average of salary increases for all staff. It should be noted that cost fluctuations can occur when comparing year-to-year costs based on the total number of kindergarten sections offered.

Program Expenses Charged to:

Year	Operating Budget	ADK Revolving	ARPA/E&D	Total ADK Expenditures	Total Cost Change (%)
2016-17	\$655K	\$797K		\$1,452K	
2017-18	\$800K	\$857K		\$1,657K	14%
2018-19	\$780K	\$872K		\$1,651K	0%
2019-20	\$789K	\$1,048K		\$1,837K	11%
2020-21		\$91K	\$180K		n/a
2021-22	\$946K	\$943K		\$1,889K	3%
2022-23	\$1,301K	\$480K	\$200K	\$1,981K	5%
2023-24	\$1,305K	\$397K	\$200K	\$1,902K	-4%
2024-25	\$1,463K	\$515K		\$1,978K	4%
2025-26	\$1,632K	\$425K		\$2,057K	4%
2026-27	\$1,810K	\$329K		\$2,139K	4%
2027-28	\$2,001K	\$224K		\$2,225K	4%
2028-29	\$2,203K	\$111K		\$2,314K	4%
2029-30	\$2,393K	\$14K		\$2,407K	4%

ADK Revolving Account History, Projected Balances and Pathways to ADK

The total cost to transition to tuition free ADK in FY24 is \$597K and represents the combined budgeted program costs, as noted in the chart above, charged to the ADK revolving fund and ARPA in FY24. Alternatively, there are multi-year pathways that the committee might choose to follow toward tuition free ADK. Ultimately, each will have a unique budgetary impact in future years based on the tuition rate set by the committee as well as the tolerance of the committee to absorb costs offset by the revolving account and one time funds into the operating budget. Several models are presented below for illustrative and discussion purposes and do not represent the complete range of options that may be available to the school committee. Each model assumes no new revenues will be available to the district to offset costs.

Historical data for the ADK revolving account reflects actual revenues and expenses. Projected balances for the ADK account are made with the assumption that tuition will be set at \$1,800 (Models 1 & 2) and \$2,250 (Model 3). For the purpose of budgeting, future enrollments in ADK are currently projected as flat.

Model 1:		<ul style="list-style-type: none"> ● \$1,800 Tuition; ● 4 years to tuition free ADK (FY24-27) ● Add 0.1% (c. \$100K) to operating budget each year for 6 years (FY25-30) 					
Year	Tuition Rate	Beginning Fund Balance	Tuition Revenue	ARPA	Expenditures (Revolving Fund)	Ending Balance	Cost Shift to Budget
2016-17	\$4,500	\$219K	\$957K		\$797K	\$379K	
2017-18	\$4,500	\$379K	\$816K		\$857K	\$338K	
2018-19	\$4,500	\$338K	\$907K		\$872K	\$373K	
2019-20	\$4,500	\$373K	\$828K		\$1,048K	\$153K	
2020-21	NA	\$153K			\$91K	\$64K	
2021-22	\$3,750	\$64K	\$1,013K		\$943K	\$134K	\$180K
2022-23	\$1,800	\$134K	\$490K	\$200K	\$680K	\$144K	\$180k
2023-24	\$1,800	\$144K	\$468K	\$200K	\$597K	\$215K	\$66K
2024-25	\$1,800	\$215K	\$468K		\$515K	\$168K	\$106K
2025-26	\$1,800	\$168K	\$468K		\$426K	\$210K	\$110K
2026-27	\$1,800	\$210K	\$468K		\$329K	\$349K	\$114K
2027-28	\$0	\$349K	\$0		\$224K	\$125K	\$118K
2028-29	\$0	\$125K	\$0		\$111K	\$14K	\$122K
2029-30	\$0	\$14K	\$0		\$14K	\$0	\$101K

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Model 2:		<ul style="list-style-type: none"> ● \$1,800 Tuition; ● 2.6 years to tuition free ADK (FY24-26, final year at \$1,000) ● Add 0.15% (c. \$150K) to operating budget each year for 4 years (FY25-28) 					
Year	Tuition Rate	Beginning Fund Balance	Tuition Revenue	ARPA	Expenditures (Revolving Fund)	Ending Balance	Cost Shift to Budget
2022-23	\$1,800	\$134K	\$490K	\$200K	\$680K	\$144K	\$0
2023-24	\$1,800	\$144K	\$468K	\$200K	\$597K	\$215K	\$66K
2024-25	\$1,800	\$215K	\$468K		\$462K	\$221K	\$159K
2025-26	\$1,000	\$221K	\$260K		\$315K	\$166K	\$165K
2026-27	\$0	\$166K	\$0		\$157K	\$9K	\$171K
2027-28	\$0	\$9K	\$0		\$9K	\$0	\$154K

Model 3:		<ul style="list-style-type: none"> ● \$2,250 Tuition; ● 3.2 years to tuition free ADK (FY24-27, final year at \$500) ● Add 0.1% (c. \$100K) to operating budget each year for 6 years (FY25-30) 					
Year	Tuition Rate	Beginning Fund Balance	Tuition Revenue	ARPA	Expenditures (Revolving Fund)	Ending Balance	Cost Shift to Budget
2022-23	\$1,800	\$134K	\$490K	\$200K	\$680K	\$144K	\$0
2023-24	\$2,250	\$144K	\$585K	\$200K	\$597K	\$332K	\$66K
2024-25	\$2,250	\$332K	\$585K		\$515K	\$402K	\$106K
2025-26	\$2,250	\$402K	\$585K		\$426K	\$561K	\$110K
2026-27	\$500	\$561K	\$130K		\$329K	\$362K	\$114K
2027-28	\$0	\$362K	\$0		\$224K	\$138K	\$118K
2028-29	\$0	\$138K	\$0		\$111K	\$27K	\$122K
2029-30	\$0	\$27K	\$0		\$27K	\$0	\$88K

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Chapter 70 Funding Implications:

The district receives state aid in the form of Chapter 70 funds based on student enrollment. Because students in the ADK program pay tuition, they are currently counted by the state as 0.5 FTE student. The district is in minimum aid status with respect to the foundation budget. This means that we receive minimum state aid, which has historically been set at \$30 per student. In FY23, the state raised minimum aid to \$60 per student on a one-time basis and we have not received any additional information about the possibility of this continuing. Based on enrollment projections of approximately 280 students in ADK, if the district were to eliminate tuition, this would increase our foundation enrollment and we would be eligible for only \$4,200 in additional Chapter 70 funding. If the state were to continue to fund minimum aid at \$60 per student, the district would anticipate receiving approximately \$8,400 in additional Chapter 70 funding. If the district were to see consistent enrollment increases over several years, it is possible that we could break through foundation enrollment and help the district become eligible for funding from the Student Opportunity Act. We do not have a timeline or projection for this to occur as it depends on a variety of variables including student enrollment and state budget decisions.

Budget Implications for FY24 and Beyond:

We believe that the district continues to have a path toward tuition free ADK. The school committee will likely need to make decisions around this path with respect to budgetary impact. Any model that we provide at this time is only as good as the information at our disposal with regard to future overall revenues and expenses for the district. We know from our experience over the last several years that revenue and expense projections for the district can fluctuate each year. It is notable that the Town of Acton is at its levy limit and has minimal capacity to support additional district revenues from local taxes.

The duration of the plan to achieve tuition free All Day Kindergarten will largely be based on the amount of money each year that can be brought into the operating budget from the revolving fund. For illustrative purposes only, if the school committee were to allocate an additional 0.1% of its budget (approximately \$100K) each year toward All Day Kindergarten, the duration of the plan would last approximately six more years. If the school committee allocated an additional 0.05% (\$50K) beyond this, the plan would be reduced to four additional years. Each option transitions to tuition free ADK several years before all costs are fully absorbed into the operating budget.

When the district and school committee adopted the original plan to move toward tuition free ADK, it did so in a period of relatively favorable fiscal circumstances: health insurance rates saw two years of negative growth and the district's reserves were, collectively, at their highest point since regionalization. In the period since the pandemic, there is greater uncertainty with respect to budgets. One of the two communities is taxing at its levy limit, and we do not yet know the extent to which our district might benefit from historic state revenue surpluses and the pending "Millionaire's Tax." Additionally, our reserves remain relatively strong, but are in a period of decline.

It may be prudent for the school committee to establish a subcommittee or working group to review the goal of moving toward tuition free ADK as well as the details of the financial decisions that will need to be made in doing so. Absent an influx of revenue, and regardless of the use of one time funding sources such as reserves or grant funds, we will need to adopt a strategy to shift our costs over time from our ADK Revolving Account into the

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operating budget. Based on our current fiscal reality, this will involve making decisions about other budgetary priorities and commitments.

At this time, based on available information, we believe that we can continue to offer tuition at \$1,800 for FY24 and suggest the school committee work with administration to continue to study future paths toward tuition-free ADK.

Possible motion:

“To set the All Day Kindergarten Tuition at \$XXXX per student for the 2023-24 school year.”



Acton-Boxborough Regional School Committee Meeting Agenda Item Summary

MEETING DATE	2-2-2023	AGENDA ITEM NUMBER	3.c
AGENDA ITEM TITLE	Subcommittee and Member Reports		
PRESENTER(S)	various		
SUMMARY OF TOPIC	Customary updates from the Subcommittees, ALG, BLF if they have met since the last School Committee meeting		

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

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

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

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Acton-Boxborough Regional School Committee

Meeting Agenda Item Summary

MEETING DATE	2-2-2023	AGENDA ITEM NUMBER	3.d
AGENDA ITEM TITLE	CONSENT AGENDA: Approval of Meeting Minutes, Donations, Annual Authorization		
PRESENTER(S)	Kyra Cook		
SUMMARY OF TOPIC	Items on the Consent Agenda do not usually require discussion and are approved with one vote. After members are asked if any items should be held out for individual consideration, a motion to approve the consent agenda is made, seconded, and voted on. Any items held from the consent agenda are then discussed and voted on separately.		

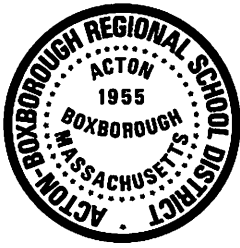
WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?	
	No action requested - this is a short update or presentation of information
	Request input and questions from the School Committee, but no vote required
X	Request formal action with a specific vote:
	If formal action is requested, is this item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

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

SUGGESTED MOTION	“Move that the ABRSC approve the consent agenda as proposed/amended.”
FOLLOW-UP	
APPROX. TIME FOR THE AGENDA ITEM (MIN.)	5 min.
ATTACHMENTS	Draft minutes, ABRPTSO donation to ABR High School

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Acton-Boxborough Regional School Committee Meeting
January 26, 2023 at 7:00 p.m.

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

Draft Minutes

Members Present: Evelyn Abayaah-Issah, Ben Bloomenthal, Liz Fowlks, Ginny Kremer (7:05 p.m.), Amy Krishnamurthy, Tessa McKinley, Andrew Schwartz, Yebin Wang, Rebecca Wilson

Members Absent: Kyra Cook, Adam Klein

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

1. CALL TO ORDER (7:00)

The Acton Boxborough Regional School Committee was called to order at 7:00 p.m. by Amy Krishnamurthy in the absence of Chairperson Kyra Cook.

Members of the public were invited to watch the meeting online using Acton tv's youtube channel (found at the top of the agenda). Amy stated that the meeting was also being recorded and will be posted on Acton TV's website at actontv.org.

2. CHAIRPERSON'S WELCOME - *Amy Krishnamurthy*

Amy announced that she would not run again this year, having served for nine years.

a. Public Participation

John Petersen thanked Amy for her service. He urged citizens to consider running. Nomination papers are available until March 3 in Acton and March 24 in Boxborough.

b. Superintendent's Update - *Peter Light*

- Leadership Coalition to Combat Hate & Bias Speech
 - Anyone interested in serving on this new leadership coalition, please submit your interest via [this survey link](#) by Feb 3rd.
- Principal Search Update
 - Searches are being conducted for Principals at the Conant, Douglas and Merriam Elementary Schools. We had a deep pool of applicants including a number of outstanding Assistant Principals and veteran Principals. Mr. Light hopes to announce decisions by Feb vacation.
- Finance Director Search Update

- A finalist has been selected and is expected to be on the agenda for the Feb 16th School Committee meeting.
- Community Coffees are: March 22 at 7:00 p.m. (virtual), April 26 at 8:30 a.m. (in person) and May 24 at 7:00 p.m. (virtual)

3. GUESTS AND PRESENTATIONS

a. District Mathematics Update - Deborah Bookis, Jennifer Truslow, Dana Labb, Heather Haines, Kimberley Macey, Jessica Carabellese, Joanie Dean

- i. Baseline Student Learning Data-Aggregate & Disaggregated
Referring to slide 13, left column, Mr. Light commented that “we have a lot of work to do.” It was noted that some students may be in more than one group.

Comments from the Committee:

- Has there been any consideration to have High School blocks during the day when kids could get extra help without having to stay after school. Older students have not benefited from having MTSS when they were younger.
- Can we see iready data on a year by year basis to see if kids are achieving? Are we trying to understand the root causes of not achieving?
A: Testing is done 3 times a year and results are shared, including at spring conferences for all students. Michelle Shannon recommended that the team start looking at other factors that affect academics to see how they can address them too. This will require teachers to be flexible. Training has started.
- I-Ready results are available for the next year so teachers can reflect on it. MCAS isn't required for 8th grade, but it is for graduation.
- This monumental shift is appreciated. When a letter goes to families, it does not include how progress will specifically be monitored but there is a chance for families to communicate with the specialist. When a child has made effective progress and doesn't need the specialist, a letter is sent home. In math, specialists work using modules for 4 days and the 5th day is measurement. Parents/guardians may request that information. As a group, the specialists are working on how to use the data before it is shared.
- SEPAC co-chair Amanda Bailey expressed concern about how families of underperforming students who have not yet been identified as needing services, will be notified. Information is needed to make informed decisions.

- ii. Mathematics Teaching and Curriculum
Building Thinking Classrooms in Mathematics, by Peter Liljedahl is being read by our teachers as a group for discussion.

b. Professional Learning

Comments from the Committee:

- The Elementary schools' math program has always been very hands on. It is very exciting to hear what's happening now at the JH and HS. Students need to understand what they're doing instead of just memorizing things.

- A member noticed her 3rd grader's dialogue about thinking about a problem and different ways to solve it.
- Do kids want to be tutored by their peers? Kids who are good at math are excited about it, but are the ones that need it?
- Why can't the 9th grade pilot program be during the day? Some kids can't stay after school. We do a lot of thinking about the kids that are good at school, but we need to pull the kids in that aren't good at school. "Think outside the box to help those kids love it." A: Teachers are keeping those students at the center of their work. Students are not being told to attend the afterschool peers tutoring. Students are choosing to go.
- Teachers are doing an amazing job helping students get the fundamental concepts, but math requires a lot of practice. Do students get enough homework and practice to understand the concepts? Heather Haines explained that we know it's important to practice math, but it's really important to have space between that practice. In 6th grade, students will have 3 or 4 questions on what they've worked on that day, followed by a few questions from previous lessons. This "spaced practice" is important. They can review a concept then if they need to.

4. ONGOING BUSINESS

a. Budget Presentation - *Peter Light, Dave Verdolino, Marie Altieri*

i. FY24 Budget Presentation #2

1. Superintendent's Preliminary Budget

1.1 Overview & adjustments since last meeting

The proposed FY24 Preliminary Budget is currently \$105.8M with an assessment to Acton of 2.99% and Boxborough of 5.33% and a gap of \$3M to balance (slides 99-101). Since Jan 12, several previously unanticipated retirements and staff currently on leave who will not return have allowed some cut items on the priority list to be restored, but not all. Went from 6.4 FTE to 1.4 FTE now to be cut.

Information was presented on the positions requested by the Committee at their previous meeting. The JH PE/Health Teacher position is a proposed cut due to a retirement. The health framework is being reviewed and public comment is expected this spring. This would be work for the Health teacher. The Senior Seminar is an alternative type of program, and very engaging for students. Cutting the coordinator would require redoing how students are assigned to internships and how good internships are found. Some of the coordinator position may be incorporated into the counselor position. The Science Curriculum Coordinator is a half time position affecting roughly 150 students.

Although a difficult decision, there has been a strategic move toward coaching positions the past few years, prioritizing who is working directly with students. There is a lot of content in science and it is very helpful to have a coordinator with all of that background. Another impact is the relationships that are built with community partners like the Garden Clubs, educational non-profits for grants, and higher education like Boston College's science STEM lab. Building those partnerships takes time. School Based Green Teams and site based social justice workshops are more examples. These will be a challenge to continue without a science coordinator.

1.2 Non-personnel & Capital Budget considerations

Dave Verdolino stated that issues crop up on an emergency basis in this area and that has affected what the Administration wanted to address. Access to Conant had to be fixed before school started, as well as a sinkhole on Leary Field. The Capital Improvement Plan (CIP) will be reassessed for the next few years. A report is due in March.

Total Capital Projects Funding Sources through FY24 are estimated at \$2,700,000 (side 115). The CIP fund balance as of 6/30/23 is projected at \$1,300,000. Anticipated priority needs over the next 2-3 years is estimated at \$7,050,000 (slide 117). A life cycle analysis has been done at the High School and one is currently being done at the Parker Damon Building. The federal government has very significant programs for electrification rebate rewards and those are being watched.

Dave reviewed some of the various projects, including the Administration Building Roof Replacement, and ceiling replacement tiles at Conant due to asbestos. Both of these were not on our original CIP. (slide 117) We have received \$2M of ARPA funding from Acton. Boxborough committed \$375,000 but it has not come in yet. Mr. Light noted that the District has an additional \$3M bond from the \$75M bond issue three years ago that could be used. If an additional \$3M was bonded for a total \$6M all of the work could be addressed. Placeholders have been submitted to both towns for warrant articles on this. These would be high priority capital needs and involve the Capital and Debt Strategy subcommittees to start sharing this information with our stakeholders. We recommend keeping the current level of funding in our budget for capital. The report from VERITAS is

needed to confirm our thinking. The updated phone system should be added to this list as well although we need to be flexible on what we commit regarding capital until the report comes in. There are many pieces to this budget.

A member of the public spoke in favor of including these articles on the Town warrants because the bonding makes sense. He expressed concern that managing the District's one million square feet of buildings has become a part time job because expertise is needed to oversee all of these capital activities. More material was requested in the School Committee packet so some questions can be addressed.

- 1.3 All Day Kindergarten (ADK) - slide 121 - Marie Altieri
Students are now being enrolled for Fall Kindergarten and families have to decide in March if they will do ADK. It is hoped that FY24 tuition can be voted at the next meeting.
Marie reminded the Committee of their many discussions on this topic and their commitment to eliminating tuition for ADK over the next several years. It was recommended that for next year, tuition be increased from \$1,800 to **\$2,250 for FY24 ADK tuition.** (slide 127). It is hoped that finances will improve during the next 5 years. The original plan called for a reduction of \$750,000 per year. This proposal for FY24 is reverting back to the original plan for FY24.

Comments from the Committee:

- As long as we charge tuition for ADK, we will also have a half day option for families who cannot, or don't wish to, pay for all day. What is the impact on programs of that when half the kids get sent home in the middle of the day? How long will we offer half day K, no matter how small the pool gets? A: We moved to a scholarship program so any children that need assistance can attend. Those who elect not to do ADK are choosing not to. We currently have only 11 students in half day K.
- A member advocated for keeping tuition at \$1,800. Does everyone who applies get a scholarship? A: Scholarship information is part of the K presentation, on the application and in emails, and shared multiple times a year. Scholarships were given to everyone who requested it and staff continue to reach out to K families to be sure they know about it.
- Are we offering a full day program, or only part of it? What really matters, is if it's really only a few students that want half day, a

member wants to be sure we're not denying kids. A: We are offering part of a full day. We are close.

- What is being done about funding ADK? A: Ginny Kremer and others have presented to our legislators about this. Mr. Light added that AB probably wouldn't get enough from the state to go tuition free. Our best bet is to partner up with other districts. Other communities are now doing needs assessment for **universal PreK**.
- A member disliked charging more next year. It's "hard to support that we are going back on our word." Marie Altieri replied that tuition could stay at \$1,800 for another year, but longer term it is a problem. There is about \$184,000 in the tuition account that rolls forward. If tuition stays at \$1,800, that account balance would go down. The Administration will bring a couple of financial models over the next 5 - 7 years for the Committee to discuss at the next meeting. This will include a model of if we waive tuition. The state is sitting on a large surplus and revenue projections are being done right now so that will also impact the budget. There's also the question of how the millionaires' tax will impact education. It was noted that the cost of transporting the half day students home is negligible.

A vote on ADK tuition must be taken by the Feb 16 meeting.

1.4 Information about selected reductions

Members were asked to let the Superintendent know if they needed additional information on anything for the next meeting.

b. Subcommittee and Member Reports

- i. Community Engagement - *Andrew Schwartz (1/13/23)*
Discussions continue regarding building community connections to promote understanding of the school budget and bringing our community together around anti-hate speech.
- ii. Policy - *Ginny Kremer (1/17/23)*
Members continue to discuss the charging for facilities policy.
- iii. Budget - *Amy Krishnamurthy (1/23/23) - as presented.*
- iv. Negotiations - *Amy Krishnamurthy (1/24/23)*
Discussion is ongoing. Members appreciate the collaborative relationship with the ABEA. An executive session may be held at the next meeting.

c. Consent Agenda/Action Items - **VOTE** - *Amy Krishnamurthy*

- i. Approval of ABRSC Meeting Minutes of 1/12/23
- ii. Recommendation to Approve Bus Lease Agreement and Addendum

between N.E.T. Leasing Corp. and ABRSD FY24-28
Liz Fowlks moved, Tessa McKinley seconded and it was unanimously,
VOTED: to approve the consent agenda.

- d. Statement of Warrants and Recommendation to Approve - **VOTE** - *Kyra Cook*
Tessa McKinley moved, Ben Bloomethal seconded and it was unanimously,
VOTED: to approve the warrants (see memo).

FYI

- School Resource Officer Subcommittee
- 2023-2024 Academic Calendar

NEXT MEETINGS: February 2 & February 16 ABRSC at 7:00 p.m. in the Admin. Building Auditorium

5. ADJOURN

Tessa McKinley moved, Ben Bloomenthal seconded and it was unanimously
VOTED: to adjourn the ABRSC meeting at 10:03 p.m.

Respectfully submitted,
Beth Petr

List of Documents Used: agenda, agenda item summary pages, Mathematics memo from D. Bookis 1/20/23, FY24 Budget Information memo - School Committee Requests for Further Discussion from P. Light 1/20/23, Draft Meeting Minutes from 1/12/23 from B. Petr, Request for Bus Lease Bld Award from D. Verdolino 1/20/23, Warrant Memo from D. Verdolino 1/20/23, Acton-Boxborough Regional School Resource Officer Subcommittee Members, 2023-2024 ABRSD Academic Calendar voted 1/12/23, District Mathematics Presentation Slides, FY24 Budget Presentation #2 Slides



**Acton-Boxborough Regional School Committee
Meeting Agenda Item Summary**

MEETING DATE	2/2/23	AGENDA ITEM NUMBER	
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AGENDA ITEM TITLE	ABRPTSO Donation to ABRHS
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PRESENTER(S)	n/a
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SUMMARY OF TOPIC	Approval of \$1,200 donation for Community Service Awards
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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
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<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
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FOLLOW-UP	
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ATTACHMENTS	Donation check
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Payment Processing Center
P.O. Box 74618
Chicago, IL 60675-4618

ACTON BOXBOROUGH REGIONAL PTSO
3 CASTLE DRIVE
ACTON MA 01720

ADDRESS SERVICE REQUESTED

#BWNHNJW

>003791 7292049 0001 080005 10Z

ABRHS
KAREN ALTERISIO
36 CHARTER RD
ACTON, MA 01720-2931

Invoice For:

Check Number : 0000995193
Date : 2023-01-17
Payment Amt : \$1,200.00
Acct Nbr : PAYMENT



HS Community Service Awards 22-23

Reference Number	Amount	Additional Information
INVOICE INFORMATION		
HS Request	\$1,200.00	DESC: HS Community Service Awards 22-23
TOTAL	\$1,200.00	

303R6 (08/16)

PLEASE POST THIS PAYMENT FOR OUR MUTUAL CUSTOMER

Account: PAYMENT

\$1,200.00

ACTON BOXBOROUGH REGIONAL PTSO
3 CASTLE DRIVE
ACTON, MA 01720

Please Direct Any Questions
To: Online Bill Payment Processing Center
(800) 243-2508

7122/2113 0000995193

January 17, 2023

MIDDLESEX SAVINGS

MEMO: HS Community Service Awards 22-23

Pay ONE THOUSAND TWO HUNDRED AND 00/100 -----Dollars

\$*****1,200.00

To
The
Order
Of
ABRHS
KAREN ALTERISIO
36 CHARTER RD
ACTON, MA 01720-2931

Void After 180 DAYS.
Signature On File
This check has been authorized
by your depositor



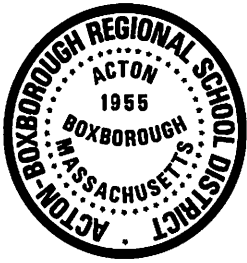
Acton-Boxborough Regional School Committee

Meeting Agenda Item Summary

MEETING DATE	2-2-2023	AGENDA ITEM NUMBER	3.e
AGENDA ITEM TITLE	Statement of Warrants and Recommendation to Approve		
PRESENTER(S)	Kyra Cook		
SUMMARY OF TOPIC	Warrants are the listing of all payments made by the school district for the period, including payroll, vendors and others. The School Committee approves these at every meeting.		
WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?			
	No action requested - this is a short update or presentation of information		
	Request input and questions from the School Committee, but no vote required		
X	Request formal action with a specific vote:		
	If formal action is requested, is this item being presented:		
		for the first time, with a request that the School Committee vote at a subsequent meeting OR	
	X	with the request that the School Committee take action immediately	
<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		

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

WELLNESS • EQUITY • ENGAGEMENT



Acton-Boxborough Regional School District

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

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

January 30, 2023

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

Members –

Below please find a summary of warrants for which I am respectfully requesting your consideration and approval at the regular meeting on 2/2/2023.

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

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

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

Thank you for your consideration and cooperation with this request.



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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 \$ 9,218,040.88

AP Vendor warrant(s) as follows -

23-015	dated	1/19/2023	in the amount of	\$	4,756,828.62
23-015A	dated	1/19/2023	in the amount of	\$	50.05
23-015B	dated	1/26/2023	in the amount of	\$	306,155.44

Payroll Vendor warrant(s) as follows -

23-015PR	dated	1/26/2023	in the amount of	\$	1,214,087.22
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Payroll warrant(s) as follows -

P2315	dated	1/26/2023	in the amount of	\$	2,940,919.55
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Acton-Boxborough Regional School Committee Meeting Agenda Item Summary

MEETING DATE	2-2-2023	AGENDA ITEM NUMBER	FYI
AGENDA ITEM TITLE	For Your Information (FYI)		
PRESENTER(S)	The Chairperson and/or Superintendent may highlight individual items		
SUMMARY OF TOPIC	A variety of items may be found in the FYI: announcements, awards, publicity, reference materials, etc. that do not need discussion.		

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

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

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

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Acton-Boxborough Regional School District
15 Charter Road, Acton, MA 01720
ph: 978-264-4700 fax: 978-264-3340
www.abschools.org

Deborah E. Bookis, Ed.D.
Assistant Superintendent for Teaching and Learning

ph: 978-264-3313
dbookis@abschools.org

TO: Peter Light, Superintendent
FROM: Deborah Bookis, Ed.D., Assistant Superintendent for Teaching and Learning
DATE: January, 2023
RE: An Act Concerning Genocide Education

On December 2, 2021, Governor Baker signed S.2557, An Act concerning genocide education, into law - **Bill H692 Genocide Education**. Beginning in the 2022-23 school year, this law requires every school district to, for the purpose of educating middle and high school students, provide instruction on the history of genocide consistent with the content standards in the Massachusetts History and Social Science Curriculum Framework.

To support this requirement, the new law:

- directs the Department of Elementary and Secondary Education (DESE) to assist schools in facilitating access to curricular materials and professional development relating to genocide education;
- establishes a competitive grant program to provide support for instruction on the history of genocide; and
- creates a Genocide Education Trust Fund to support the grant program and other initiatives administered by DESE.

The new law does not require genocide instruction in every year of middle and high school. Rather, “genocide education and instruction shall be utilized during appropriate times in middle and high school curricula, as determined by the local school district.”

The 7-12 Social Studies and English Departments documented where in our curriculum or courses genocide education occurs. Please see below for a brief overview.

- Violence against Indigenous people in America: Grade 7 Social Studies
- Examination of the ways in which groups of people have been depicted and dehumanized in the media: Grade 7 Social Studies
- Armenian Genocide: US History II (Grade 11); AP European History (Grade 12); Genocide and Conflict Resolution (Grades 10-12)
- Holocaust:
 - o Grade 7 Social Studies and guest speaker, Janet Applefield, Holocaust survivor;
 - o World History curriculum addresses events that are antecedents such Pogroms during the Bubonic Plague;
 - o Genocide and Conflict Resolution (Grades 10-12);
 - o English texts (e.g., *Everything is Illuminated* and *Night* along with a PSA project)
- Uyghurs: Grade 8 Social Studies; International Relations (Grade 12)
- Bosnia: AP European History (Grade 12)
- Cambodia: US History II (Grade 11); Genocide and Conflict Resolution (Grade 10-12)
- Rwanda: US History II (Grade 11); Genocide and Conflict Resolution (Grade 10-12)
- Sudan: Genocide and Conflict Resolution (Grade 10-12)

As outlined in DESE’s April 2022 FAQ/Guidance, the ABRSD fulfills the requirement of this legislation.



RE: The Green Advisory Council (GAC) meeting – February 11, 2023

Dear Friend,

As we begin a new legislative session, I am very pleased to bring back the Green Advisory Council (GAC), with a meeting of residents and community leaders concerned about the environment to meet on Saturday, February 11 from 10am - 1pm at West Acton Villageworks, 537 Mass Ave #202, West Acton, MA 01720. A light breakfast and coffee will be served.

The GAC meetings have been an opportunity for activists, municipal officials, business leaders and non-profit members to come together and share ideas on how to better protect our environment and combat climate change, including what people are up to in their own communities.

I look forward to this opportunity to update members on climate policy, what the political landscape is like up on Beacon Hill, and to hear about projects that our members are working on in the district.

Please also find attached information you may find helpful on several federal funding opportunities available to support green energy and energy efficiency, water infrastructure, and environmental conservation initiatives.

If you are planning on attending this GAC meeting **RSVP at <https://tinurl.com/GAC-Meeting>**. If you have any questions, please contact Kaleigh Hill, my Environmental Policy Advisor at Kaleigh.Hill@masenate.gov.

We are always looking to expand the reach of GAC members, so please share this invite with others in your community and in the district, and I hope to see you on **February 11!**

Sincerely,

Jamie Eldridge

State Senator

Middlesex & Worcester District

JOIN US FOR THE UPCOMING FREE

YOUTH MENTAL HEALTH FIRST AID TRAINING

MIDDLESEX COUNTY

This Youth Mental Health First Aid Training is supported by a grant from the Greater Lowell Community Foundation (GLCF)

WHAT IS YOUTH MENTAL HEALTH FIRST AID?

The Youth Mental Health First Aid training teaches adults how to identify, understand, and respond to signs of mental health and substance use challenges among children and adolescents from ages 12-18



WHO SHOULD KNOW AND BE INVOLVED?

- Parents
- Educators
- All community members



HOW IS THIS TRAINING BENEFICIAL?


1. Informs adults about common mental health concerns among youth
2. Helps reduce stigma
3. Helps adults recognize common signs and symptoms of mental health and substance misuse challenges beyond "typical" teen behavior
4. Provides guidance with a simple 5-step action plan (ALGEE) how to properly and safely respond to these challenges

WHEN & WHERE?

Date & Time: February 23, 2023 from 9am-4pm
Location: Acton Town Hall
472 Main Street Room 204
Acton, MA 01720



Interested in attending?
Please contact Brittany Nash for registration

 bnash@westfordma.gov



Town of Acton Massachusetts

2023

ANNUAL ELECTION CALENDAR

Annual Town Election - Tuesday April 25, 2023

Nomination papers for the Annual Election are now available.
Please email clerk@actonma.gov to request Nomination Papers.

Last day to obtain nomination papers Friday March 3, 2023

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

Last day to object/withdraw Thursday March 23, 2023

Last day to register voters Friday April 14, 2023

Last day to post town warrant Tuesday April 11, 2023

TOWN OFFICIALS OFFICES TO BE ELECTED

Moderator

1 Member – 1 year term

Acton Board of Select Board

2 Members – 3 year term

School Committee

3 Members – 3 year term

Trustee- Memorial Library

1 Member – 3 year term

Water Supply District - Acton

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

Absentee / Vote by Mail Applications for the Election are available at the link below.
Mail application to Town Clerk, 472 Main St, Acton Ma 01720
<https://www.sec.state.ma.us/ele/eleabsentee/absidx.htm>

Annual Town Meeting - Monday, May 1, 2023

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

Temporary Moderator

1 Member – 1 year term

Trustees, West Acton Citizen's Library

1 Member – 3 year term

Trustees, Charlotte Goodnow Fund

1 Member – 3 year term

Trustees, Elizabeth White Fund

1 Member – 3 year term

Trustees, New Fireman's Relief Fund Acton

1 Member- 3 year term



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

ELECTION/TOWN MEETING CALENDAR 2023

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

Annual Town Election: Tuesday, May 16

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

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

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

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

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

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

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

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

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

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

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