



Acton-Boxborough Regional School Committee Meeting

May 20, 2021

6:30 p.m. Executive Session
7:00 Open Business Meeting

Virtual Public Meeting

To attend: <https://www.youtube.com/actontv1>

To preregister for Public Participation/Comment (required):
https://abschools.zoom.us/webinar/register/WN_sii3RWR2QaqOaFKKeuOoNg

(pre-registration must be submitted 24 hours prior to the start of the meeting)

ACTON-BOXBOROUGH REGIONAL SCHOOL COMMITTEE (ABRSC)
MEETING AGENDA

Virtual Public Meeting

To attend: <https://www.youtube.com/actontv1>

May 20, 2021

6:30 p.m. Executive Session

7:00 p.m. Business Meeting

To preregister for Public Comment (required):

https://abschools.zoom.us/webinar/register/WN_sii3RWR2QaqOaFKKeuOoNg

(pre-registration must be submitted 24 hours prior to the start of the meeting)

1. **Call to Order (6:30)**

2. **EXECUTIVE SESSION**

- to be convened under MGL Ch 30A, sec. 21(a) purpose (3): to discuss strategy with respect to litigation because an open meeting may have a detrimental effect on the litigating position of the Committee.

3. **Return to Business Meeting (7:00)**

- a. **Chairperson's Welcome - Tessa McKinley**
 - i. Results of the Boxborough Annual Election
 - ii. Recommendation to Approve \$10,000 Acton Boxborough Student Activities Fund (ABSAF) Donation to the ABRSD - **VOTE**
- b. **ABRHS Student Rep Update - next meeting**
- c. **Public Participation - Please see note in the heading above**
- d. **Superintendent's Update – Peter Light**

4. **PRESENTATIONS - none**

5. **NEW BUSINESS (7:20)**

- a. **Policy - Diane Baum**
 - i. Evaluation of the Instructional Program, File: IL (combined with District Program Assessments, File: ILBA) - First Read
 - ii. Providing Funds for the Schools, File: DDA, to be revised as Public Gifts to the Schools, File: KCD - First Read

6. **ONGOING BUSINESS (8:00)**

- a. **ABRSD Strategy 2021-2026 - VOTE - Peter Light**
- b. **Multi-Tiered System of Support (MTSS) Revised Plan - VOTE - Peter Light**
- c. **Superintendent Annual Evaluation - Tessa McKinley**
 - i. Final Report on Status of FY21 Goals - Peter Light (brought to meeting)
 - ii. Invitation for Public Input by June 4th
(to TMckinley@abschools.org and BPetr@abschools.org)
- d. **Budget Update - Dave Verdolino**
 - i. FY21 Q3 Report

- ii. Recommendation to Transfer from FY2021 State Transportation Reimbursements the sum of \$200,000 to the District's Transportation Stabilization Fund - **VOTE**
- iii. EDCO Update
- iv. FY22 Update
- v. Acton Leadership Group - Boxborough Leadership Forum Updates
- e. **Consent Agenda - VOTE - Tessa McKinley (9:15)**
 - i. Approval of Meeting Minutes of 4/15/21 and 5/6/21 workshop
 - ii. Recommendation to Approve \$1,500 grant from Emerson Hospital to R.J.Grey JH to offset the fruit and vegetable garden project
 - iii. Recommendation to Approve \$2,000 grant from Eastern Bank Charitable Foundation to AB Community Education's summer day program
 - iv. Recommendation to Approve \$7,000 grant from AB United Way to AB Community Ed Summer Day Program scholarships
- f. **Subcommittee and Member Reports (9:30)**
 - i. Building Committee - *Adam Klein*
 - 1. FYI: Approved Meeting Minutes
 - ii. Statement of Warrants and Recommendation to Approve - **VOTE** - *Tessa McKinley*
- b. FYI

7. Adjourn (9:40)

Posted on 5/14/21 at 4:30 p.m.

NEXT MEETINGS (in the Administration Building Auditorium):

June 10 and June 17 ABRSC at 7:00 p.m.

Tuesday, July 20 ABRSC Workshop at 7:00 p.m.

FOR YOUR INFORMATION (FYI)

- a. **Annual Town Meeting Presentation Slides**, *Tessa McKinley & John Petersen (brought to meeting)*
- b. **Acton Town Meeting is June 21. Boxborough Town Meeting is June 12.**
- c. **Families' Gifts of Picnic Tables to the Conant School**, *Abigail Dressler*
- d. **ALG Materials**, 5/13/21 meeting
- e. **Suicide Prevention Training** - Click here [QPR Training Flyer](#) for details and to sign up online. Next one: June 2 from 7 - 9 p.m.
- f. **ABSAF Spring 2021** - Sports, Clubs and Activities Update
- g. **Monthly Student Enrollment**, May 15, 2021
- h. **Mask/Face Coverings Policy EBCFA and Procedures EBCFA-R** dated 3/25/21 - *Revised procedures to be brought to meeting*



Acton-Boxborough Regional School Committee

Meeting Agenda Item Summary

MEETING DATE	05-20-21	AGENDA ITEM NUMBER	3.a
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AGENDA ITEM TITLE	Chairperson's Welcome
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PRESENTER(S)	Tessa McKinley
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SUMMARY OF TOPIC	<p>The Chair welcomes members and the public to the meeting. If it is a remote zoom meeting, that is stated and the remote participation policy BEDJA is mentioned. Voting at remote meetings must be done by roll call. The Chair is also required to state if the meeting is being taped. Acton TV tapes and broadcasts most School Committee meetings.</p> <p>Due to increased security, members of the public wishing to speak at the meeting must pre-register by using the link at the top of the meeting agenda at least 24 hours prior to the start of the meeting.</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. They do not need to pre-register.</p>
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WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?		
X	No action requested - this is a short update or presentation of information	
	Request input and questions from the School Committee, but no vote required	
	Request formal action with a specific vote:	
	If formal action is requested, is this item being presented:	
		for the first time, with a request that the School Committee vote at a subsequent meeting or
		with the request that the School Committee take action immediately

If formal action is requested, include a suggested motion or contact Beth Petr.

APPROX TIME ON AGENDA	5 minutes
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Acton-Boxborough Regional School District

16 Charter Road Acton, MA 01720
978-264-4700 x 3209 fax: 978-264-3340
www.abschools.org

Marie Altieri
Deputy Superintendent

To: Acton-Boxborough Regional School Committee
From: Marie Altieri
Date: 5/18/21
Re: ABSAF Donation for FY'22

The Acton-Boxborough Student Activities Fund (ABSAF) has been a generous partner with the school district for forty years. They have consistently raised money to supplement the district's ability to provide activities and athletics to our students. Their largest fundraiser has been through the sale of "ABSAF passes" which provide admission to AB athletic events and theatre productions. Given the COVID restrictions of this year, ABSAF was not able to sell these annual passes. We knew before the year started that this was going to be the case, so as a district we preserved as much of the FY '21 ABSAF donation as possible knowing that we would need it for next year.

Not to be deterred, the ABSAF board, which consists of a combined 40 parents and student members, went to work creatively designing several new fundraisers. Throughout the year, they sold mums, breads, plants, and umbrellas. In addition to this, some loyal community members still made the annual \$175 donation for an ABSAF pass even though there were no events to attend. As a result, ABSAF is making a donation of \$10,000 to be used for student activities and athletics next year.

In addition to fundraising, the ABSAF board puts together a newsletter three times a year, highlighting student activities and athletics. Please take a moment to look at the most recent ABSAF Spring Newsletter in the FYI section of the School Committee packet.

On behalf of the school district, I would like to thank the ABSAF board for all of their hard work and creativity in being able to make this generous donation on behalf of our students. I would like to ask the School Committee to vote to accept this generous donation of \$10,000. Representatives of the ABSAF board will be virtually attending the School Committee meeting Thursday evening to make a few comments.

Attending the School Committee meeting:

Taylor Sahagian - Student Presenter	Shelley Moore – Incoming ABSAF President
Abigail Dennison – Student Presenter	Brian O'Connor – Outgoing ABSAF Vice President
Jim Kirkman – Outgoing ABSAF President	Trish Hasham – Incoming ABSAF Vice President

Sincerely,

Marie Altieri
Deputy Superintendent and ABSAF Liaison

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

Wellness • Equity • Engagement



Acton-Boxborough Regional School Committee

Meeting Agenda Item Summary

MEETING DATE	05-20-21	AGENDA ITEM NUMBER	3.c
AGENDA ITEM TITLE	Public Participation		
PRESENTER(S)	Tessa McKinley		
SUMMARY OF TOPIC	<p>Policy BEDH 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 does not respond to questions during public participation.</p> <p>Procedures for Public Participation are posted on the website at BEDH-R. Individuals who wish to speak must pre-register 24 hours prior to the meeting start by using the link at the top of the meeting 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 Beth Petr.

SUGGESTED MOTION	
FOLLOW-UP	
APPROX. AGENDA TIME	10 min.

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

WELLNESS • EQUITY • ENGAGEMENT



Acton-Boxborough Regional School Committee

Meeting Agenda Item Summary

MEETING DATE	05-20-21	AGENDA ITEM NUMBER	3.d.
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 then posted on the website.		

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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<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 Beth Petr.

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

5

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

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Acton-Boxborough Regional School Committee

Meeting Agenda Item Summary

MEETING DATE	05-20-21	AGENDA ITEM NUMBER	5.a.i and ii
AGENDA ITEM TITLE	Policy Subcommittee		
PRESENTER(S)	Diane Baum		
SUMMARY OF TOPIC	<p>Two policies are presented for First Readings -</p> <ul style="list-style-type: none">• Evaluation of the Instructional Program, File: IL (now combined with District Program Assessment, File: ILBA)• Providing Funds for the Schools, File: DDA, to be revised as Public Gifts to the Schools, File: KCD <p>These are expected to be on the June 10th agenda for a Second Read and VOTE. Note: While procedures are included, members only vote the policies.</p>		

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
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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 Beth Petr.

SUGGESTED MOTION	
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APPROX. TIME ON AGENDA	40 min.
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ATTACHMENTS	Draft Policies and Procedures as well as current versions
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To develop engaged, well-balanced learners through collaborative, caring relationships.

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EVALUATION OF THE INSTRUCTIONAL PROGRAM

The Acton-Boxborough Regional School Committee endorses the tenet that the strategic drive for school improvement is greatly enhanced when communities develop accountability provisions of their own to complement and augment state and federal policies.

The Acton-Boxborough Regional School Committee believes that holding equity as a guiding tenet will inform the imperative to prepare all students for success. An essential focus should be on variability in performance that informs the next round of improvement cycles. Evaluation of instructional programs will therefore be guided by the following beliefs and actions:

- While the MCAS is one measure of our instructional program, the District has committed to only using MCAS results *“in concert with a diverse set of measures to capture how well our students are doing at a given time”* (2015 ABRSD Administrative Statement on Standardized Testing).
- To support the District vision and mission, the Superintendent and leadership team will develop a set of metrics aligned to any adopted strategies that evaluate the District’s instructional program. Selected metrics will focus on student growth, including the growth of student subgroups, over time. Whenever possible, metrics will focus on outcomes, not processes.
- At least annually, the District will report out on the results of these strategies and metrics and make them public on the District website.

Cross Ref: Policy AD: Mission, Vision, and Values

Exhibit ADE-E: Long-Range Strategy Plan

Policy IK: Reporting Student Progress

Policy IKAB: Student Progress Reports to Parents/Guardians

An Untapped Strategy for Advancing Student Achievement in Massachusetts Public Schools: A Series of Three MassINC Policy Reports (February 2019)

First Read: May 20, 2021

Approved: TBD

EXISTING POLICY:

~~The School Committees consider comprehensive and objective evaluation of the effectiveness of the curriculum to be of primary importance. The Assistant Superintendent will provide for the translation of the stated instructional goals into objectives and for appraisal of their implementation in order to:~~

- ~~1. Determine educational needs and provide information for planning.~~
- ~~2. Indicate instructional strengths and weaknesses.~~
- ~~3. Check on the suitability of programs in terms of community requirements.~~
- ~~4. Show the relationship between achievement and the system's stated goals.~~
- ~~5. Provide data for public information.~~

~~Elements of this evaluation process may include:~~

- ~~1. Testing programs such as nationally standardized general achievement tests, nationally standardized tests in specific subject areas, and tests administered by other agencies.~~
- ~~2. Study of school achievement records.~~
- ~~3. Study of students' high school and drop-out records. (Box. Doesn't have this)~~
- ~~4. Use of outside services, participation in regional research studies, contracted evaluation services; evaluation services at cost to the school system must be approved in advance by the School Committee.~~
- ~~5. State Department of Education specialists and services.~~
- ~~6. Evaluation by the regional accrediting association. (Box. Doesn't have this)~~
- ~~7. Evaluation by other agencies.~~

~~An evaluation of the curriculum and its effectiveness will be made periodically and reported to the Committees by the Superintendent.~~

Approved:

ELIMINATE ~~DISTRICT PROGRAM ASSESSMENTS~~

Per legal counsel, there is no need for this policy. (MASC doesn't even have it as a model policy.) There are a number of legally-required ways that the District accomplishes this, including state standardized testing (MCAS, ACCESS), New England Association of Schools and Colleges (NEASC) accreditation, and Coordinated Program Reviews (CPR) and Tiered Focused Monitoring, to name a few.

~~A District program of testing for assessment/evaluation shall be coordinated throughout the Acton-Boxborough School District by the appropriate administrator who shall be responsible for scheduling, disseminating, and collecting tests and for reporting and interpreting all group test results.~~

~~Measurements of educational achievement shall be prepared so that data is consistent for comparison purposes within the School District from year to year and with other school districts to the extent required by rules of the State Board of Education.~~

The students of the Acton-Boxborough Regional School District (ABRSD) are generously supported by our communities through taxpayer funding as well as volunteerism, private fundraising, and in-kind donations. The ABRSD accepts monetary and in-kind donations (defined as any monetary contribution, gift or goods or services that are outside of the appropriated budget) and gifts from individuals, local businesses and from private and non-profit organizations including parent-teacher organizations and booster groups. The ABRSD recognizes that the endeavors and objectives of these and similar groups can be a valuable means of supporting community, culture and enrichment within our schools. This support should be encouraged whenever appropriate as a means of involving the public in the activities of the school system.

This policy provides guidelines and parameters for donations to and fundraising within our schools in alignment with the District's core value of equity.

The District is committed to ensuring that students' educational experiences and enrichment opportunities across schools are equitable and that access to experiences and opportunities are not made inequitable by disparities in private funding. This does not mean that each student's educational experience will be the same but that students in the schools across our district should have equitable opportunities to access programs, staff, resources and materials that reflect the ideas, traditions, cultures and strengths of families represented within each school community.

In keeping with these interests, the Acton-Boxborough Regional School Committee and School District will consider any donation subject to the following criteria:

- Alignment with the mission, vision and values of the district.
- Equity and access across schools.
- Acceptability with regard to safety and compatibility with existing equipment, programs and/or materials.
- General impact on existing or planned curriculum, programs or facilities.
- Additional or recurring costs associated with installation, maintenance, liability and/or replacement or which otherwise place unacceptable restrictions on the school system.
- Donations/gifts to enrich educational programs that would involve advertising or promotion of a commercial interest. (See policy [KHB](#) and procedures [KHB-R](#).)

The School Committee therefore endorses the following recommendations regarding equity and the role of private donations in school finance:

1. Prohibition of the use of private dollars to pay for school staff.
2. Donations of capital items, equipment, technology, library books or materials, enrichment program materials, guest speakers, curriculum materials, or programs in the school will first be considered by the building Principal and/or the Superintendent or designee to determine the extent to which such donations may offer a disproportionate advantage in educational opportunity to a specific school or segment of the school population.
3. Encourage donations that promote district-wide benefits.
4. Fundraising during the school day is prohibited.

Donations valued over \$500.00 and which impact the educational experience of students must be approved by the School Committee.

All donations and gifts will be considered. The School Committee reserves the right to decline any donation or gift that would not serve the interest of the ABRSD. The Superintendent or designee shall have final authority regarding use of gifts and donations.

Purchases, donations and gifts are the property of the School District.

Ref: MGL Chapter 44, Section 53A, and Chapter 71, Section 37A

Ref: Advertising in the Schools, File: KHB and procedures KHB-R

Ref: Fundraising Consent Form, File: KCD-E/KHA-E

Approved: 1/15/14 Revised for First Read May, 20, 2021 (pending approval)
Acton-Boxborough Regional School District

File: KHA-E - FUNDRAISING CONSENT FORM

DDA-E
and KHA-E
and KCD-E

Please allow two weeks for a response

Name of Organization _____

Contact Person: _____ Phone: _____

Email: _____

Purpose of Fundraiser: _____

Date(s) of Fundraiser: _____

Target Amount _____

Description/Manner in which money will be raised _____

Effect on other schools _____
(If applicable)

Date of submission to Principal _____

Principal's approval _____

Date of submission to Superintendent _____

Superintendent's approval _____

December 2018

Acton-Boxborough Regional School District

** to be replaced
by KCD*

File: DDA - PROVIDING FUNDS FOR THE SCHOOLS

(Outside the appropriated budget)

A. Funds from Friends of the School System

Gifts and donations, whether derived from direct contributions or from fundraising activities, are gratefully and generally accepted by the school districts for the benefit of students and of the school systems in their role as providers of educational services.

B. Funds from Friends of Individual Schools

The School Committee holds the position that PTOs/PTF and other parents/groups shall not supply funding for certified personnel positions. The same stipulation applies to materials which are considered essential for the health and safety of students.

Funds for other purposes are given to the School Committee which will then purchase or approve those expenditures. The entire amount must be available before the purchase or hire is made. Funds must cover the entire cost as determined by the Superintendent.

C. Other Gifts

An organization may decide to purchase and loan equipment for use by school groups. Such a decision requires prior approval by the Superintendent.

Corporations may give products or services to individual schools or the school districts with prior approval of the Superintendent.

D. School Committee Approval

Any direct gifts or donations valued at more than \$500 require acceptance by the School Committee. Gifts between \$100 and \$500 must be documented to the Superintendent

Approved: 1/15/14

Acton-Boxborough Regional School District

File: DDA-R - PROCEDURES FOR PROVIDING FUNDS FOR THE SCHOOLS

★ to be replaced
by KCD-R

(Outside the appropriated budget)

Any organization wishing to raise funds for individual schools or the school district under policy DDA must follow these procedures:

1. A representative of the fundraising organization must fill out the attached form and present it to the Principal before any targeted fundraising activity can begin.
2. The Principal must approve the request and submit it to the Superintendent for further approval before any such fundraising can begin.
3. Annual fundraising events for targeted purposes or events must be preceded by receipt of approval of the Principal and the Superintendent regarding projected use of the funds.
4. Any school related organization will submit a budget or financial plan to the appropriate principal in order to identify potential gifts which may need Superintendent approval and/or School Committee acceptance.
5. **School Committee Approval:** Any direct gifts or donations valued at more than \$500 require acceptance by the School Committee. Gifts between \$100 and \$500 must be documented to the Superintendent.
6. Funds must cover the entire cost as determined by the Superintendent.
7. Funds are given to the School Committee who will then direct the purchase or hire of the identified items/personnel.
8. The entire amount must be available before the purchase is made.

In addition, there is presently one mechanism (Acton Boxborough Student Activity Fund - ABSAF) through which donors, gift-givers and fundraisers can contribute funds to be used by the school system. All such monies will be disbursed for targets approved by the Superintendent.

Tax Deduction Status: All gifts and donations given to the schools, whether contributed individually or through other mechanisms, are eligible for consideration by the IRS for tax deduction.

Reviewed 10/1/18

Acton-Boxborough Regional School District



Acton-Boxborough Regional School Committee

Meeting Agenda Item Summary

MEETING DATE	05-20-21	AGENDA ITEM NUMBER	6.a
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AGENDA ITEM TITLE	ABRSD Strategy 2021 - 2026 - VOTE
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PRESENTER(S)	Peter Light
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SUMMARY OF TOPIC	The District Strategy 2021-26 represented the overarching goals of the district as well as the strategic initiatives that will be undertaken to improve our schools over the next five years. This represented two years worth of work, interrupted by the pandemic, and has been reviewed multiple times by the school committee and district leadership. Once the overarching objectives and initiatives are adopted, the district will develop action plans and accountability measures for each initiative as they are undertaken.
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WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?		
	No action requested - this is a short update or presentation of information	
	Request input and questions from the School Committee, but no vote required	
X	Request formal action with a specific vote:	
	If formal action is requested, is this item being presented:	
		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 Beth Petr.

SUGGESTED MOTION	"Move to approve the District Strategy as proposed."
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APPROX. TIME ON AGENDA	5 min.
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ATTACHMENTS	District Strategy 2021 - 2026
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To develop engaged, well-balanced learners through collaborative, caring relationships.

WELLNESS • EQUITY • ENGAGEMENT

Acton-Boxborough Regional School District



District Strategy
2021-2026

Mission, Vision, Values and Beliefs

Mission

Our mission is to provide high-quality educational opportunities that inspire a community of learners

Vision

Our vision is to develop engaged, well-balanced learners through collaborative, caring relationships

Core Values

- **Engagement:** We provide engaging educational opportunities where students develop passion and joy for learning.
- **Equity:** We ensure all students have equitable access to programs and curricula to reach their potential.
- **Wellness:** We partner with families to prioritize social-emotional wellness, which is necessary for learning and developing resilience.

Beliefs

- Every student has the right to be loved, valued, challenged, and supported by the adults across our school community.
- Learning must be meaningful and engaging for every student.
- Each educator is responsible for every student's learning and social-emotional well-being, and every ABRSD employee contributes to supporting the social, emotional, and intellectual growth of all students every day.
- By building relationships and trust with students, families, and colleagues, it is safe to make mistakes and learn from others.
- Student characteristics that include race, socio-economic status, disability, ethnicity, or any other part of their identity should not be an indicator of access or outcomes; and the language we use to talk about students and families shapes the culture of our schools and district.

Strategy at a Glance

Strategic Objective	Strategic Initiative
Engaged Learning Improve cognitive, behavioral and emotional engagement in learning by increasing the variety and relevance of learning experiences.	1.1 Involve school and community stakeholders to develop a unified vision of the knowledge, skills, and habits of mind to prepare students for life after high school.
	1.2 Implement instructional programs, courses, and curricula aligned with the District's PK-12 unified vision in order to increase and expand the variety and relevance of learning experiences.
	1.3 Implement instructional, assessment, grading, and course leveling practices aligned with the District's unified vision in order to promote increased cognitive, behavioral, and emotional engagement for students.
	1.4 Identify and utilize best practices, including digital tools, from remote learning to improve student engagement.
	1.5 Expand learning opportunities for all students in the areas of Science, Technology, Engineering, Arts, and Mathematics.
Inclusive Practices Ensure that all students, staff, and families feel welcomed and included by strengthening school culture and climate and intentionally implementing culturally-responsive instructional practices and materials.	2.1 Strengthen school culture and climate by strengthening relationships between and among students and adults within the schools, with an emphasis on students from historically underrepresented groups.
	2.2 Ensure that all staff engage in ongoing professional learning to implement culturally responsive and inclusive practices.
	2.3 Ensure that educators in all schools and classrooms employ curricula, instructional practices and materials that are responsive to the diversity of our students and families.
	2.4 Expand the diversity of our leadership and educator workforce to better reflect the students we serve.
	2.5 Engage stakeholders to better understand how students and families from underrepresented groups experience our schools and District and to help provide guidance for improving inclusive practices.
Equitable Opportunities and Outcomes Ensure that every student has access to equitable opportunities and outcomes, regardless of gender, socioeconomic status, race, disability, gender identity or other differentiating characteristics.	3.1 Develop and implement an aligned, districtwide PK-12 multi-tiered system of support (MTSS) for students in literacy, mathematics, social-emotional and behavioral learning.
	3.2 Ensure effective evidence-based screening, instruction, and assessment in literacy, mathematics, social-emotional and behavioral learning in all general education classrooms PK-12.
	3.3 Ensure equitable access to early education by implementing tuition-free all day kindergarten.
	3.4 Identify and implement practices that result in more equitable representation of students in advanced coursework.
	3.5 Review and revise disciplinary processes to employ restorative justice and responsive classroom approaches where appropriate, and ensure all students, including students from various subgroups, are treated fairly and equitably.
Social-emotional Learning (SEL) Improve social-emotional development through an aligned continuum of skills, instruction, and support for students PK-12.	4.1 Identify and communicate core social-emotional competencies that students will develop from Pre-K-12 as part of the district unified vision of the knowledge, skills, and habits of mind to prepare students for life after high school. (1.1)
	4.2 Embed and integrate instruction across general education classrooms PK-12 that is aligned with the core SEL competencies and which allows teachers to more proactively address social, emotional, and behavioral needs at the universal level.
	4.3 Create and implement a unified vision of social, emotional and behavioral services and programming at the district level that includes a continuum of services to follow across grades and levels.

support for students PK-12.	4.4 Use Child Study and Student Support Team Process to support consistent social, emotional and behavioral intervention practices, data usage, and roles and responsibilities of staff. .
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Acton-Boxborough Regional School Committee

Meeting Agenda Item Summary

MEETING DATE	05-20-21	AGENDA ITEM NUMBER	6.b
AGENDA ITEM TITLE	Multi-Tiered System of Support (MTSS) Revised Plan - VOTE		
PRESENTER(S)	Peter Light		
SUMMARY OF TOPIC	<p>After significant feedback at the previous School Committee meeting, the Leadership Team is seeking to add instructional support to all K-6 elementary schools by converting our 6 part time elementary math assistants to full time, licensed math specialist positions at the 6 schools. We are also proposing to add 2 literacy coaches to support our early literacy work. Although there is no increase to the FY22 budget, the total cost will be approximately \$698K which would be covered by a variety of sources. This proposal is supported by the budget subcommittee. Classroom assistants will not be reduced or reassigned to fund this program.</p>		

<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:	
			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 Beth Petr.

SUGGESTED MOTION	"To approve the superintendent's request to add the positions as detailed with the understanding that there is no increase to the FY22 budget."
FOLLOW-UP	
APPROX. TIME FOR THE AGENDA ITEM (MIN.)	45 min.
ATTACHMENTS	Memo

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Acton-Boxborough Regional School District

15 Charter Road Acton, MA 01720

978-264-4700

www.abschools.org

Peter J. Light

Superintendent of Schools

To: Acton-Boxborough Regional School Committee
From: Peter Light, Superintendent of Schools
Date: May 17, 2021
RE: Updated Staffing Proposal for Additional Student Supports

We heard considerable feedback around our initial Multi-Tiered System of Support (MTSS) staffing plan that was proposed to you at our meeting on April 15, 2021. Our leadership team has spent time thinking about how we can continue to provide staff for next year in a way that is supportive to our students' and staff needs and does not involve reducing or reassigning classroom assistants to fund the program.

Under the new plan, we propose converting our six part-time elementary math assistant positions into full time, licensed math specialist positions at each of our six elementary schools. We believe this is an opportune time to make this transition as five of the six current math assistants will not be with the district beyond the current school year. Specialists will collaborate with educators to support students directly and indirectly through program implementation, data analysis, and student progress monitoring.

In addition, after discussions with and the support of the budget subcommittee, we are proposing to add two literacy coaches to support our ongoing work in early literacy. Additional support for schools in the area of literacy will come from our current curriculum coordinators.

The additional cost for these changes in staffing, including benefits, is approximately \$698K. There is no increase to the FY22 Budget in order to fund these positions. Funding for these new staff positions is accomplished through a combination of 1) staff attrition after our budget process was complete, 2) a DESE competitive grant award to support early literacy work, and 3) the use of ESSER federal stimulus money over the next three years. This change will require school committee support as there are modest budget implications over the next several years as use of federal stimulus money is gradually reduced. At our meeting, we will discuss the funding model which, if adopted, will require the district to incorporate additional costs for this plan into the operating budget gradually over several years. The plan, when coupled with the school committee commitment to tuition free All Day Kindergarten, will increase the operating budget by approximately $\frac{1}{3}$ of 1% (.003) each year over the next four years.

We believe that this new proposal is responsive to feedback we heard that requested MTSS staffing not reduce funding for classroom assistants, coupled with a need for increased direct student-level support in each of our schools.

In addition to our proposal to add these staff, we will also consider a planning process for a district-wide focus on MTSS that includes all of our stakeholders. Our goal in beginning this planning process is to have each school develop a representative leadership team, and to develop a district-wide steering committee that includes membership from each school's team. I expect this work will begin next fall and last at least one to two years, though full implementation will evolve over the next three to five years.

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Proposed Motion: “to approve the superintendent's request to add the positions as detailed with the understanding that there is no increase to the FY22 budget.”

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Acton-Boxborough Regional School Committee

Meeting Agenda Item Summary

MEETING DATE	05-20-21	AGENDA ITEM NUMBER	6.c
AGENDA ITEM TITLE	Superintendent Annual Evaluation		
PRESENTER(S)	Tessa McKinley, Peter Light		
SUMMARY OF TOPIC	The Superintendent will give a final report on his FY21 Goals. The Chairperson will review the remaining steps in the process. Members' evaluations are due on June 4 to Tessa and Beth. The Superintendent's Annual Evaluation will be presented at the meeting on June 17.		

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

If formal action is requested, include a suggested motion or contact Beth Petr.

SUGGESTED MOTION	
FOLLOW-UP	
APPROX. TIME FOR THE AGENDA ITEM (MIN.)	10 min.
ATTACHMENTS	Memo brought to meeting, Evaluation Timeline

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Timeline

April 15 SC Meeting ➡ *Documents for the summative evaluation are distributed to members.*

May 20 SC Meeting ➡ *The Superintendent gives the final report on the status of the current year's goals, and the Chair issues a general public request for input.*

June 4 ➡ *This is the due date for members to submit their completed written evaluations to the outgoing Chair and School Committee Secretary. Public input is received.*

June 17 SC Meeting ➡ *The composite evaluation is included in an addendum which is presented at the meeting, discussed and voted. The Superintendent's FY21 salary is voted (effective July 1st).*



Acton-Boxborough Regional School Committee

Meeting Agenda Item Summary

MEETING DATE	05-20-21	AGENDA ITEM NUMBER	6.d.
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AGENDA ITEM TITLE	Budget Update
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PRESENTER(S)	Dave Verdolino
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SUMMARY OF TOPIC	<p>This is a financial overview of the district that includes a presentation and discussion on several important topics including:</p> <ul style="list-style-type: none"> • FY21 Quarter 3 Report • Recommendation to Transfer Reimbursements to the Stabilization Fund • EDCO Update • FY22 Update • Acton Leadership Group/Boxborough Leadership Forum Updates <p>The District is requesting the committee approve a previously discussed transfer of \$200K from the FY21 State Transportation Reimbursements to the District's Transportation Stabilization Fund.</p>
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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 (FY21, EDCO, FY22, ALG/BLF)	
	Request input and questions from the School Committee, but no vote required	
X	Request formal action with a specific vote (Stabilization Fund Transfer only):	
	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 Beth Petr.

SUGGESTED MOTION	"Move to transfer from the FY21 State Transportation Reimbursements the sum of \$200,000 to the District's Transportation Stabilization Fund."
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FOLLOW-UP	
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APPROX. TIME FOR THE AGENDA ITEM (MIN.)	45 min.
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Acton-Boxborough Regional School District
FY2021 Budget Q3 Update - OVERVIEW
Presentation to SC May 20, 2021

6.d.i

<u>FY2021 Projected Financial Results -</u>		<u>Q2 Projected Variance at Y/E</u>	<u>Q3 Projected Variance at Y/E</u>
Budgeted FY2021 Revenues	\$ 95,767,701		
Projected FY2021 Revenues (per Q2 report)	95,504,740	(262,961)	
Projected FY2021 Revenues (per Q3 report)	95,549,754		(217,947)
Budgeted FY2021 Expenditures (Appropriation)	\$ 96,912,701		
Projected FY2021 Expenditures (per Q2 report)	96,287,854	624,847	
Projected FY2021 Expenditures (per Q3 report)	95,731,733		1,180,968
Projected Estimated Budget Surplus (Q2 report)		\$ 361,886	
Projected Estimated Budget Surplus (Q3 report)			\$ 963,021

<u>FY2021 E&D Reserve Analysis -</u>		<u>Fund Balance</u>	
Budgeted Use in Determining FY2021 Assessments	\$ 1,145,000		
Certified E&D Balance, July 1, 2020		\$ 3,429,832	<<< 3.54%
Projected Estimated Budget Surplus (above)	\$ 963,021		
Net Turnback/Certification Adjustments	TBD		
School Committee Voted Budget Use for FY2022	<u>\$ (1,245,000)</u>		
Total FY21 E&D Activity (subject to certification adjustments)		\$ (281,979)	
Projected E&D Balance, July 1, 2021 (subject to certification adjustments)		\$ 3,147,853	<<< 3.16%

1 of 10

Acton-Boxborough Regional School District

FY2021 Budget Q3 Update - Revenue by Type

Presentation to SC May 20, 2021

Source: Munis Year-to-Date Budget Report through 3/31/21

xxx = significant updated info from Q2 report

ACCOUNT DESCRIPTION	FY2020 FINAL ACTUAL	(B) FY2021 BUDGET	ACTUAL YTD	(P) PROJECTED	(P) - (B) PROJECTED VARIANCE	(FYI) FY2022 BUDGET
STATE AID -						
Foundation Aid (Chapter 70)	15,185,301	15,345,811	11,361,257	15,185,311	(160,500)	15,341,311
Regional Transportation (Chapter 71)	2,185,943	2,097,225	1,143,002	2,086,004	(11,221)	1,930,403
Charter School Reimbursement Aid	82,427	50,000	106,022	157,702	107,702	100,000
REGIONAL ASSESSMENTS -						
Acton (FY20 - 84.16%; FY21 - 84.40%)	61,235,254	65,584,049	49,188,038	65,584,049	-	67,543,928
Boxborough (FY20 - 15.84%; FY21 - 15.60%)	11,522,285	12,123,116	10,102,598	12,123,116	-	12,676,080
OTHER REVENUES -						
Medicaid Reimbursement	150,028	250,000	51,465	168,367	(81,633)	250,000
Earnings on Investments	391,536	300,000	125,416	160,000	(140,000)	265,000
Rental Income	7,500	7,500	0	0	(7,500)	7,500
Miscellaneous - Operations	15,712	10,000	11,538	11,538	1,538	10,000
Miscellaneous - Federal Relief (FEMA)			73,667	73,667	73,667	-
Revenue Total	90,775,985	95,767,701	72,163,003	95,549,754	(217,947)	98,124,222
% of FY21 Budget			75.4%		-0.2%	
APPROPRIATED FROM E&D	690,000	1,145,000		1,145,000		1,245,000
TO BE APPROPRIATED FROM OTHER RESERVES (FY22)		-				350,000
Total Budget Sources	91,465,985	96,912,701				99,719,222

Notes re Items with significant variances -

Chapter 70 (Foundation Aid)	Minimum Aid (\$30 pp), which was a component of the SOA, was not provided in FY21.
Chapter 71 (Regional Trans Aid)	First half reimbursement (\$1,143,002 received on March 31, 2021) represented a 90% reimbursement rate, which was confirmed. Less - proposal for SC to vote transfer of \$200K to Transportation Stabilization for funding FY22 budget.
Charter Reimbursement	Changes to this program resulted in a higher reimbursement to A-B, but an even higher increased assessment.
Medicaid Reimbursement	Changes to this federal program in FY20; the District changed consultants in FY21.
Earnings on Investments	Interest rates plummeted in FY21; the District Treasurer is evaluating alternative investment strategies.
Rental Income	We assumed that CASE would again use District classroom space in FY21, but they did not due to the pandemic.
Miscellaneous Revenue	Federal Relief represents the initial FEMA reimbursement claim, which covered FY20 costs (at 100% reimbursement rate).

Acton-Boxborough Regional School District						
FY2021 Q3 Update - Budgeted Expenditures Summary						
Presentation to SC May 20, 2021						
Source: Munis Year-to-Date Budget Report dated 4/29/21						
ADMIN BUDGET / Character Description	2020 Final Budget	2020 Final Actual	2021 Final Budget	2021 YTD Exp 3/31/21	2021 YTD Exp % by Admin	2021 Projected Y/E Balance
SUPERINTENDENT/SCHOOL COMM.						
34 - Other, Legal Service	75,000	47,547	50,000	35,582		
35 - Other, Admin Supplies	43,500	61,125	57,250	37,286		
40 - Other, Travel / Conferences	6,000	18,383	-	1,109		
TOTAL SUPERINTENDENT (01)	124,500	127,055	107,250	73,977	69%	-
Q2 Totals >>				50,279	47%	-
CURRICULUM & INSTRUCTION						
12 - Salaries, Substitutes - Instructional	5,200	10,196	10,000	-		
14 - Stipends, Curriculum & Instruction	130,899	166,519	135,000	40,800		
24 - Instruction Supplies	85,000	52,242	80,000	94,467		
26 - Instructional Services	56,500	71,222	56,500	62,906		
35 - Other, Admin Supplies	41,500	51,955	37,500	24,163		
40 - Other, Travel / Conferences	54,500	32,427	36,500	9,610		
TOTAL CURR & INSTRUCTION (02)	373,599	384,561	355,500	231,947	65%	45,197
Q2 Totals >>				176,745	50%	-
FINANCE						
16 - Fringe, Health Insurance	7,432,894	7,610,197	7,910,233	8,008,285		
17 - Fringe, Health Insurance - Retirees	1,120,175	1,009,558	1,098,823	1,054,846		
18 - Fringe, Life / Disability Insurance	45,856	41,513	45,856	41,376	101%	(273,738)
20 - Fringe, Worker's Compensation	420,978	392,186	443,290	392,371		
21 - Fringe, Middlesex County Retirement Sys	2,663,092	2,615,376	2,845,329	2,794,347		
22 - Fringe, Medicare	872,871	889,688	934,500	641,339		
23 - Contributions, OPEB Trust Fund	900,000	900,000	900,000	675,000	80%	136,797
24 - Instruction Supplies	59,741	62,432	55,000	20,886		
27 - Other, Capital Outlay	5,000	7,635	-	9,135		
29 - Other, Debt Service	1,911,218	1,886,218	6,387,442	6,418,974	100%	(60,632)

ADMIN BUDGET / Character Description	2020 Final Budget	2020 Final Actual	2021 Final Budget	2021 YTD Exp 3/31/21	2021 YTD Exp % by Admin	2021 Projected Y/E Balance	
30 - Other, Property Casualty Insurance	225,000	176,594	276,125	258,191			
32 - Other, Maintenance of Equipment	5,000	3,642	-	703			
35 - Other, Admin Supplies	198,603	154,693	164,299	94,658			
40 - Other, Travel / Conferences	4,700	1,331	4,700	1,140	57%	(1,064)	
43 - Other, Telephone	26,105	18,040	24,000	20,353			
44 - Other, Sewer (reclass to Debt Service FY21)	183,333	183,400	-	-			
48 - Assessments	637,466	639,931	634,750	408,711		(156,191)	
49-Other	500	803	500	-			
TOTAL FINANCE (03)	16,712,532	16,593,237	21,724,847	20,840,315	96%	(355,692)	
Q2 Totals >>				14,115,052	65%	(284,006)	
PERSONNEL							
01 - Salaries, Teaching	38,454,217	38,422,456	40,119,639				
02 - Salaries, Principals	2,509,716	2,543,422	2,564,667				
03 - Salaries, Central Administration	1,327,515	1,338,814	1,354,186				
04 - Salaries, Support Staff	12,344,335	12,226,056	12,711,004				
05 - Salaries, Athletics	691,197	580,778	695,099				
06 - Salaries, Buildings	920,523	912,410	933,741				
07 - Salaries, Custodial	1,576,310	1,476,407	1,574,089				
11 - Salaries, Substitutes - Miscellaneous	51,428	8,148	-				
12 - Salaries, Substitutes - Instructional	583,000	520,333	684,000				
13 - Salaries, Overtime	186,985	178,516	191,250				
14 - Stipends, Curriculum & Instruction	12,000	2,072	8,000				
15 - Fringe, Course Reimbursement	56,000	68,573	105,000				
19 - Fringe Unemployment	40,000	92,439	40,000				
35 - Other, Admin Supplies	80,295	68,346	71,000				
40 - Other, Travel / Conferences	5,200	2,059	3,500				
TOTAL PERSONNEL (04)	58,838,721	58,440,829	61,055,175	43,328,833	71%	341,675	
Q2 Totals >>				28,417,275	47%	380,795	
PUPIL SERVICES							
08 - Salaries, Home Instruction	-	211	3,000	-			
09 - Salaries, Miscellaneous Student Services	228,000	206,353	158,000	181,977			
11 - Salaries, Substitutes - Miscellaneous	2,000	-	-	-			

ADMIN BUDGET / Character Description	2020 Final Budget	2020 Final Actual	2021 Final Budget	2021 YTD Exp 3/31/21	2021 YTD Exp % by Admin	2021 Projected Y/E Balance	
12 - Salaries, Substitutes - Instructional	5,000	2,714	5,000	357			
14 - Stipends, Curriculum & Instruction	-	1,200	-	-			
24 - Instruction Supplies	53,950	73,337	80,250	52,325			
25 - Instruction Textbooks	10,750	4,385	-	3,361			
26 - Instructional Services	484,000	353,432	417,500	248,315			
34 - Other, Legal Service	65,000	36,044	65,000	47,514			
35 - Other, Admin Supplies	34,500	59,728	29,500	1,259			
38 - Other, Sped Transportation	1,685,000	1,619,950	1,869,463	1,765,907			
40 - Other, Travel / Conferences	20,314	28,456	10,000	8,360			
41 - Other, Sped Tuition (net of Circuit Breaker)	4,855,000	5,714,174	4,515,197	3,669,479			
TOTAL PUPIL SERVICES (05)	7,443,514	8,099,984	7,152,910	5,978,854	84%	(106,000)	
Q2 Totals >>				1,962,202	27%	-	
INFORMATION TECHNOLOGY							
14 - Stipends, Curriculum & Instruction	9,500	-	6,200	-			
24 - Instruction Supplies	248,200	377,838	186,809	320,360			
26 - Instructional Services	4,000	-	4,000	-			
27 - Other, Capital Outlay	116,000	-	-	-			
32 - Other, Maintenance of Equipment	39,000	58,447	56,000	16,053			
35 - Other, Admin Supplies	214,400	214,188	192,300	167,992			
40 - Other, Travel / Conferences	7,500	6,961	9,000	700			
43 - Other, Telephone	54,500	16,206	44,500	18,559			
TOTAL INFORMATION TECH (06)	693,100	673,640	498,809	523,664	105%	(138,875)	
Q2 Totals >>				446,296	89%	(107,753)	
FACILITIES							
06 - Salaries, Buildings	30,000	3,881	30,000	6,973			
27 - Other, Capital Outlay	-	194,829	1,073	85,007			
28 - Other, Capital - CIP	1,173,100	873,436	-	-			
31 - Other, Maintenance Buildings & Grounds	785,300	1,050,786	720,300	592,486			
32 - Other, Maintenance of Equipment	13,000	14,804	72,250	69,236			
35 - Other, Admin Supplies	35,020	27,288	35,020	10,252			
37 - Other, Custodial Supplies	155,000	140,477	155,000	50,767			
39 - Other, Student Transportation	1,078,142	964,013	1,029,916	785,886			

ADMIN BUDGET / Character Description	2020 Final Budget	2020 Final Actual	2021 Final Budget	2021 YTD Exp 3/31/21	2021 YTD Exp % by Admin	2021 Projected Y/E Balance	
40 - Other, Travel / Conferences	10,707	11,030	10,707	1,618			
42 - Other, Utilities	1,304,000	817,155	1,310,000	627,723			
44 - Other, Sewer	103,000	72,111	103,000	52,742			
TOTAL FACILITIES (07)	4,687,269	4,169,810	3,467,266	2,282,690	66%	184,108	
Q2 Totals >>				1,983,832	57%	135,811	
MUSIC							
04 - Salaries, Support Staff	6,381	4,461	6,541	-			
24 - Instruction Supplies	54,242	43,682	60,598	35,583			
26 - Instructional Services	-	400	-	450			
28 - Other, Capital - CIP	5,000	777	-	9,911			
32 - Other, Maintenance of Equipment	13,000	11,482	13,325	3,560			
35 - Other, Admin Supplies	-	4,000	-	-			
39 - Other, Student Transportation	6,710	2,454	6,878	-			
40 - Other, Travel / Conferences	2,092	2,349	2,144	-			
TOTAL MUSIC (08)	87,425	69,605	89,486	49,504	55%	38,589	
Q2 Totals >>				35,616	40%	-	
ART							
24 - Instruction Supplies	106,080	93,175	118,958	78,303			
26 - Instructional Services	1,500	-	1,500	-			
32 - Other, Maintenance of Equipment	2,000	1,310	2,000	7,238			
35 - Other, Admin Supplies	1,000	200	1,000	-			
40 - Other, Travel / Conferences	4,500	1,881	4,500	770			
TOTAL ART (09)	115,080	96,566	127,958	86,311	67%	34,806	
Q2 Totals >>				50,648	40%	-	
DIVERSITY, EQUITY & INCLUSION							
09 - Salaries, Miscellaneous Student Services	85,000	64,088	76,000	35,783			
11 - Salaries, Substitutes - Miscellaneous	8,000	27,433	8,000	1,320			
24 - Instruction Supplies	14,000	2,561	19,200	1,506			
25 - Instruction Textbooks	-	7,823	5,000	3,551			
26 - Instructional Services	149,000	144,270	136,000	97,895			
35 - Other, Admin Supplies	24,500	109,932	52,140	32,063			

ADMIN BUDGET / Character Description	2020 Final Budget	2020 Final Actual	2021 Final Budget	2021 YTD Exp 3/31/21	2021 YTD Exp % by Admin	2021 Projected Y/E Balance	
38 - Other, Sped Transportation	20,000	-	8,000	1,077			
40 - Other, Travel / Conferences	8,500	6,937	8,500	1,889			
TOTAL DEI (10)	309,000	363,044	312,840	175,084	56%	67,342	
Q2 Totals >>				181,813	58%	-	
ATHLETICS							
32 - Other, Maintenance of Equipment	7,000	3,040	10,000	486			
36 - Other, Athletic Supplies	78,060	66,119	100,750	46,581			
35 - Other, Admin Supplies	1,000	678	1,000	-			
40 - Other, Travel / Conferences	2,000	560	2,000	305			
43 - Other, Telephone	450	95	100	470			
TOTAL ATHLETICS (13)	88,510	70,492	113,850	47,842	42%	65,170	
Q2 Totals >>				31,396	28%	-	
SENIOR HIGH							
01 - Salaries, Teaching	130,688	120,495	133,955	55,096			
04 - Salaries, Support Staff	3,000	395	5,500	-			
14 - Stipends, Curriculum & Instruction	17,000	16,525	19,000	12,026			
24 - Instruction Supplies	207,450	164,330	210,700	89,757			
25 - Instruction Textbooks	56,750	30,712	41,950	47,442			
26 - Instructional Services	9,000	8,750	9,000	5,000			
27 - Other, Capital Outlay	25,000	57,906	-	29,545			
31 - Other, Maintenance Buildings & Grounds	30,000	12,737	20,000	7,376			
32 - Other, Maintenance of Equipment	13,000	19,980	28,000	7,638			
35 - Other, Admin Supplies	81,000	57,384	58,000	18,617			
39 - Other, Student Transportation	-	72	250	-			
40 - Other, Travel / Conferences	20,600	9,824	20,600	5,298			
TOTAL SENIOR HIGH (15)	593,488	499,110	546,955	277,795	51%	164,261	
Q2 Totals >>				244,399	45%	-	
JUNIOR HIGH							
01 - Salaries, Teaching	59,317	66,909	45,537	25,060			
14 - Stipends, Curriculum & Instruction	5,500	2,568	5,500	2,755			
24 - Instruction Supplies	115,319	119,255	128,021	100,677			

ADMIN BUDGET / Character Description	2020 Final Budget	2020 Final Actual	2021 Final Budget	2021 YTD Exp 3/31/21	2021 YTD Exp % by Admin	2021 Projected Y/E Balance	
25 - Instruction Textbooks	52,198	17,705	43,198	6,907			
26 - Instructional Services	6,000	3,750	10,000	3,210			
27 - Other, Capital Outlay	5,000	-	-	-			
28 - Other, Capital - CIP	25,000	23,887	-	-			
31 - Other, Maintenance Buildings & Grounds	1,545	53	-	339			
32 - Other, Maintenance of Equipment	2,500	3,244	1,000	1,675			
35 - Other, Admin Supplies	30,123	14,902	26,123	17,595			
40 - Other, Travel / Conferences	5,030	3,567	4,575	1,279			
TOTAL JUNIOR HIGH (16)	307,532	255,840	263,954	159,497	60%	71,697	
Q2 Totals >>				128,149	49%	-	
BLANCHARD							
14 - Stipends, Curriculum & Instruction	500	-	500	-			
24 - Instruction Supplies	51,530	71,825	49,781	32,315			
25 - Instruction Textbooks	21,800	13,998	32,050	10,014			
26 - Instructional Services	-	-	-	100			
31 - Other, Maintenance Buildings & Grounds	-	21	-	55			
32 - Other, Maintenance of Equipment	7,015	3,361	3,000	2,703			
35 - Other, Admin Supplies	6,830	2,121	4,500	1,611			
40 - Other, Travel / Conferences	9,025	2,815	6,000	150			
TOTAL BLANCHARD (17)	96,700	94,141	95,831	46,948	49%	47,695	
Q2 Totals >>				44,046	46%	-	
CONANT							
24 - Instruction Supplies	51,500	37,413	49,400	23,666			
25 - Instruction Textbooks	22,500	14,265	23,100	21,955			
26 - Instructional Services	-	250	1,200	-			
27 - Other, Capital Outlay	9,000	-	2,000	-			
31 - Other, Maintenance Buildings & Grounds	1,000	1,315	500	-			
32 - Other, Maintenance of Equipment	5,000	2,014	5,000	1,241			
35 - Other, Admin Supplies	5,625	5,606	8,500	2,675			
40 - Other, Travel / Conferences	1,500	645	1,500	-			
TOTAL CONANT (18)	96,125	61,508	91,200	49,537	54%	40,682	
Q2 Totals >>				44,563	49%	-	

ADMIN BUDGET / Character Description	2020 Final Budget	2020 Final Actual	2021 Final Budget	2021 YTD Exp 3/31/21	2021 YTD Exp % by Admin	2021 Projected Y/E Balance	
DOUGLAS							
24 - Instruction Supplies	51,660	34,412	37,710	30,654			
25 - Instruction Textbooks	26,000	1,973	30,015	8,149			
26 - Instructional Services	-	-	-	-			
31 - Other, Maintenance Buildings & Grounds	-	5,016	-	109			
32 - Other, Maintenance of Equipment	2,000	1,952	2,000	1,974			
35 - Other, Admin Supplies	3,500	6,329	8,500	1,917			
40 - Other, Travel / Conferences	5,738	5,030	5,673	574			
TOTAL DOUGLAS (19)	88,898	54,712	83,898	43,377	52%	39,230	
Q2 Totals >>				40,546	48%	-	
GATES							
24 - Instruction Supplies	37,848	37,124	43,548	17,405			
25 - Instruction Textbooks	38,000	29,965	24,500	20,320			
26 - Instructional Services	-	3,160	2,000	200			
31 - Other, Maintenance Buildings & Grounds	600	68	600	375			
32 - Other, Maintenance of Equipment	8,200	4,857	7,000	4,365			
35 - Other, Admin Supplies	3,500	3,577	3,000	2,119			
40 - Other, Travel / Conferences	500	7,278	3,000	729			
TOTAL GATES (20)	88,648	86,029	83,648	45,513	54%	36,019	
Q2 Totals >>				41,011	49%	-	
McCARTHY-TOWNE							
24 - Instruction Supplies	49,972	42,726	55,303	50,036			
25 - Instruction Textbooks	8,000	27,571	25,500	8,660			
26 - Instructional Services	-	-	10,000	-			
31 - Other, Maintenance Buildings & Grounds	-	-	-	-			
32 - Other, Maintenance of Equipment	2,500	2,350	1,300	1,581			
35 - Other, Admin Supplies	2,600	5,185	3,000	3,528			
40 - Other, Travel / Conferences	43,000	12,662	19,000	625			
TOTAL McCARTHY-TOWNE (21)	106,072	90,494	114,103	64,430	56%	48,375	
Q2 Totals >>				46,947	41%	-	

ADMIN BUDGET / Character Description	2020 Final Budget	2020 Final Actual	2021 Final Budget	2021 YTD Exp 3/31/21	2021 YTD Exp % by Admin	2021 Projected Y/E Balance	
MERRIAM							
24 - Instruction Supplies	51,000	21,031	43,500	20,020			
25 - Instruction Textbooks	26,400	11,899	33,500	23,173			
26 - Instructional Services	3,000	4,440	10,000	-			
31 - Other, Maintenance Buildings & Grounds	-	1,107	-	4,197			
32 - Other, Maintenance of Equipment	4,000	2,012	4,000	2,297			
35 - Other, Admin Supplies	13,349	6,730	4,749	3,196			
40 - Other, Travel / Conferences	3,000	3,246	-	-			
TOTAL MERRIAM (22)	100,749	50,465	95,749	52,883	55%	41,705	
Q2 Totals >>				47,926	50%	-	
PHYSICAL EDUCATION							
24 - Instruction Supplies	28,149	19,977	28,972	16,744			
35 - Other, Admin Supplies	1,000	789	1,000	-			
40 - Other, Travel / Conferences	1,500	690	1,500	-			
TOTAL PHYSICAL ED (37)	30,649	21,456	31,472	16,744	53%	14,244	
Q2 Totals >>				11,044	35%	-	
BUDGET SUB-TOTAL	90,982,111	90,302,578	96,412,701	74,375,745	77%	680,228	
Q2 Totals >>				48,099,785	50%	124,847	
TOTAL CONTINGENCY (01/99)			500,000	86,678		500,000	
Contingency account transactions -							
State Coronavirus Prevention Grant (operating expenditures reclassified at yearend); credit to Contingency						165,675	
EDCO settlement liability - FY21 assessment; charge to Contingency						(164,935)	
Net to date						500,740	
GRAND TOTAL:			96,912,701	74,462,423		\$ 1,180,968	1.2%



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

To: Peter Light, School Committee
From: Dave Verdolino
Re: Regional Stabilization Fund
Date: May 20, 2021

Regulations and background

MGL Chapter 71, Section 16C provides for the establishment and use of a Regional School Transportation Reimbursement Fund. Attached is a DESE Advisory on this topic. The District established such a fund several years ago, but has not utilized it.

In adopting its Final FY2022 Budget, School Committee voted to offset its request with the use of \$200,000 from the Transportation Reimbursement Fund, a strategy that had been presented throughout the budget development process. The purpose of this memo is to provide support and language by which the School Committee can deposit monies into this Fund for use in FY2022 per that vote.

Funding source for making the deposit

Because of the pandemic, the cost of transportation services (primarily bus driver salaries and fuel) was projected to be significantly less than budget during FY2021 (current year). Because Regional Transportation Aid (the second largest source of funding the District's budget outside of the assessments) is a reimbursement program, we therefore projected a proportionate decrease in that revenue source next year, and planned to request a transfer from the current year budget surplus to the Transportation Reimbursement Fund.

This plan took an unexpected turn at the beginning of April, when we learned that the rate for FY2021 Regional Transportation Aid would be 90%, an unanticipated increase of \$253,000 from the second quarter's revenue projection. This news aligns with both the underlying intent of the proposed transfer, and the mechanics required to implement it.

Upon your vote of this transfer, \$200,000 would be transferred from FY2021 Regional Transportation Aid to the Transportation Reimbursement Fund, from which it would be expended on FY2022 transportation costs as permitted by the regulations.

Recommended Wording for Motion

I respectfully request consideration of the following

MOTION: I move that the School Committee vote to transfer from FY2021 state transportation reimbursements the sum of \$200,000 to the District's Transportation Stabilization Fund.

Thank you for your consideration.



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School Finance and District Support

Advisory on the Establishment of a Regional Transportation Reimbursement Fund

February 2015

Chapter 233 of the Acts of 2014 was approved on August 5, 2014 and became effective on November 3, 2014. This new law allows regional school districts to establish a Regional Transportation Reimbursement Fund (RTR Fund) and deposit state regional transportation reimbursements into the RTR Fund, starting in FY15. Once deposited, the regional school district is permitted to carry forward any funds that are not expended in the fiscal year in which they are received. Any funds that are carried forward must be expended in the subsequent fiscal year. Currently, regional school districts must estimate future reimbursements as they compile their budgets for the next fiscal year, which can occur in the fall or early winter before the Governor's proposed budget is released. Allowing regional school districts to carry forward current reimbursements allows them to more accurately plan for the following year's budget.

The regional school committee must vote to establish the RTR Fund. The language of the vote can be as simple as "The committee is planning to establish a Regional Transportation Reimbursement Fund." Once the RTR Fund is established, the regional district is allowed to deposit state transportation reimbursements into the RTR Fund with the approval of the regional school committee. Deposited funds may be used in developing the subsequent fiscal year's budget. Deposited funds may be used to support the current year's budget. In the event that use of these funds increases the budget, the regional school committee must amend its budget by following the process outlined in 603 CMR 41.05 (5), Regional School District Budgets (/lawsregs/603cmr41.html?section=05).

Balances deposited in the RTR Fund, within the restricted amount, do not impact the district's excess and deficiency (E&D) calculation. However, if prior year reimbursements remain in the RTR Fund at the close of the fiscal year subsequent to the fiscal year in which they were reimbursed, those funds must then revert to the district's E&D account.

The RTR Fund is for regional school district student transportation expenses only. Transportation expenditures can be charged directly to the RTR Fund and will be considered local expenditures for reporting purposes. If charging these expenses increases the planned expenditures in the current year's budget, the budget must be amended. When expenditures are made from the RTR Fund, they should be reported on the End of Year Financial Report (EOYR) as an additional appropriation of the school committee.

Funds carried over from the previous fiscal year must offset the next fiscal year's transportation assessments. As with all special revenue accounts, regional districts should inform their member municipalities of amounts available and used during the budget process.

Any questions regarding this advisory should be directed to Jay Sullivan in School Finance & District Support. Jay can be reached at jsullivan@doe.mass.edu (mailto:jsullivan@doe.mass.edu) or at 781-338-6594.

Last Updated: March 6, 2015

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Acton-Boxborough Regional School District

15 Charter Road Acton, MA 01720

978-264-4700

www.abschools.org

Peter J. Light

Superintendent of Schools

To: Acton-Boxborough Regional School Committee
From: Peter Light, Superintendent of Schools
Date: May 14, 2021
RE: EDCO Collaborative Dissolution Update

As you are aware, member Districts voted earlier this year to begin termination proceedings for the EDCO Collaborative. Subsequently, the EDCO Board has been engaged in an ongoing process to continue this work. This memorandum serves to summarize the most recent financial documents provided to the EDCO Board at our meeting on May 13, 2021.

EDCO Collaborative will cease operations as of June 30, 2021 and will continue to exist as an organization, as required by DESE Regulation, for one additional year until June 30, 2022. The leadership at EDCO has been working throughout the spring to find homes for EDCO's diverse programs and as of this memorandum, nearly all EDCO educational programs have found new homes and will continue to exist beyond June 30.

The EDCO Board voted earlier this year to accelerate payment of liabilities during the current fiscal year to reduce future liability during FY22. This creates a deficit during the current fiscal year (FY21) of approximately \$2.1M and will result in an additional assessment to each member district. The Acton-Boxborough share of this additional assessment is approximately \$162K and is payable prior to June 30, 2021.

As EDCO will cease operations on June 30, 2021, ongoing costs to operate the collaborative will be significantly reduced. These costs include rent for July 2021, personnel costs for part time roles including an Executive Director, Administrative Assistant, Finance, and Treasurer. There are additional costs that will be incurred during FY22 including legal and audit costs. In total, the operational budget for the collaborative for FY22 is approximately \$415K. Because there is no revenue from student tuition beyond June 30, the costs of operation will be divided between member districts based on their proportionate share. The Acton-Boxborough proportionate share of these costs will be approximately \$31K for FY22.

Beyond operational costs for FY22, there will be additional costs for the AB share of any outstanding liabilities that must be paid prior to closure. The current range of additional liability is between \$50K and \$500K with nearly all of the difference pending resolution of the EDCO lease agreement. As of this memo, EDCO has provided notice to the landlord that it does not intend to maintain its lease after July 30, 2021.

I will continue to provide you updates about the status of the EDCO Collaborative as we progress through the termination process.

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



Helping schools succeed

To: Cyndy Taymore, Interim Executive Director
Cc: EDCO Board of Directors
From: Marc Richard, SFO, MCPPO
Re: Budget Updates – as of 05.11.21
Date: May 13, 2021

(1) FY21 Finance Update

- FY21 Budget –
 - The FY21 budget report shows the Budget, YTD/Encumbered and Projections for FY21. Report and corresponding assessment calculations are on pages 2-14
 - The projections for FY21 show a deficit \$2,159,985 for the fiscal year.
 - We have transferred to date, \$422,658.89, from the Seefurth Gift Fund to offset losses. This is not reflected in the revenue calculations.

Bank Account Balances

- Rockland Trust Checking - \$800,030.00
- Seefurth Gift Funds – ~\$280,245.00

Accounts Payable and Accounts Receivable

- Current outstanding accounts payable is \$665,871.75. see report on pages 15-19
- All payments to MTRS and MA State Retirement are up to date.
- The current outstanding accounts receivable is \$2,071,791.19. see report on pages 20-25

(2) FY22 Operating Costs

- The estimated FY22 operating costs and assessment to fund FY22 are shown on page 26.

Respectfully Submitted,

Marc Richard



	FY18	FY19	FY20	FY21 Budgeted	FY21 Actual YTD + Encumbered	FY21 Projected as of 5/10/2021
Admin/Central Office						
1000 - Administration	22,364	203,957	141,768	430,740	475,791	475,791
2000 - Instructional Services	5,686	15,082	73,940	103,500	83,451	83,451
3000 - Pupil Svcs	(54,169)	(10,472)	74,902	89,388	15,202	15,202
4000 - Operations & Maint	258,983	274,056	399,254	547,605	558,244	558,244
5000 - Benefits & Fixed Charges	578,768	427,991	461,907	1,661,300	953,068	1,782,606
6000 - Community Svcs	0	0	0	0	0	0
7000 - Acquisition Fixed Assets	0	0	0	0	0	0
8000 - Debt Retirement and Svc	21,415	26,959	10,169	0	33,189	33,189
9000 - Programs Other Districts	0	0	0	0	0	0
Total Expense	833,048	937,573	1,161,939	2,832,533	2,118,945	2,948,483
Revenue	1,013,891	648,007	747,133	2,021,387	366,462	366,462
Profit or (Loss)	180,843	(289,567)	(414,806)	(811,146)	(1,752,482)	(2,582,021)
Youth Alt Program						
1000 - Administration	56,355	55,289	55,237	56,726	10,144	56,726
2000 - Instructional Services	531,881	574,158	564,107	586,426	600,547	586,426
3000 - Pupil Svcs	4,180	6,751	7,274	6,500	400	957
4000 - Operations & Maint	10,618	3,968	3,407	3,309	7,921	7,921
5000 - Benefits & Fixed Charges	157,776	106,217	111,677	112,874	113,805	113,805
6000 - Community Svcs	0	0	0	0	0	0
7000 - Acquisition Fixed Assets	0	0	0	0	0	0
8000 - Debt Retirement and Svc	0	0	0	0	0	0
9000 - Programs Other Districts	0	0	0	0	0	0
Total Expense	760,810	746,383	741,703	765,835	732,817	765,835
Revenue	760,806	746,383	741,675	765,835	527,347	765,835
Profit or (Loss)	(4)	0	(27)	0	(205,470)	0
Title I Program						
1000 - Administration	176,114	42,017	0	0	0	0
2000 - Instructional Services	1,228,880	380,832	0	0	0	0
3000 - Pupil Svcs	0	0	0	0	0	0
4000 - Operations & Maint	0	0	0	0	0	0
5000 - Benefits & Fixed Charges	149,595	2,034	0	0	0	0
6000 - Community Svcs	0	0	0	0	0	0
7000 - Acquisition Fixed Assets	0	0	0	0	0	0
8000 - Debt Retirement and Svc	0	0	0	0	0	0
9000 - Programs Other Districts	0	0	0	0	0	0
Total Expense	1,554,589	424,883	0	0	0	0
Revenue	1,554,578	407,187	0	0	0	0
Profit or (Loss)	(11)	(17,696)	0	0	0	0



	FY18	FY19	FY20	FY21 Budgeted	FY21 Actual YTD + Encumbered	FY21 Projected as of 5/10/2021
Title I_IIA Program						
1000 - Administration	4,196	0	0	0	0	0
2000 - Instructional Services	32,113	0	0	0	0	0
3000 - Pupil Svcs	0	0	0	0	0	0
4000 - Operations & Maint	0	0	0	0	0	0
5000 - Benefits & Fixed Charges	0	0	0	0	0	0
6000 - Community Svcs	0	0	0	0	0	0
7000 - Acquisition Fixed Assets	0	0	0	0	0	0
8000 - Debt Retirement and Svc	0	0	0	0	0	0
9000 - Programs Other Districts	0	0	0	0	0	0
Total Expense	36,309	0	0	0	0	0
Revenue	66,309	0	0	0	0	0
Profit or (Loss)	30,000	0	0	0	0	0
Title IIA Program						
1000 - Administration	36,875	15,760	0	0	0	0
2000 - Instructional Services	335,581	142,702	0	0	0	0
3000 - Pupil Svcs	0	0	0	0	0	0
4000 - Operations & Maint	0	0	0	0	0	0
5000 - Benefits & Fixed Charges	0	0	0	0	0	0
6000 - Community Svcs	0	0	0	0	0	0
7000 - Acquisition Fixed Assets	0	0	0	0	0	0
8000 - Debt Retirement and Svc	0	0	0	0	0	0
9000 - Programs Other Districts	0	0	0	0	0	0
Total Expense	372,457	158,462	0	0	0	0
Revenue	364,469	151,107	0	0	0	0
Profit or (Loss)	(7,988)	(7,355)	0	0	0	0
Title IV Program						
1000 - Administration	6,544	6,132	0	0	0	0
2000 - Instructional Services	59,488	55,748	0	0	0	0
3000 - Pupil Svcs	0	0	0	0	0	0
4000 - Operations & Maint	0	0	0	0	0	0
5000 - Benefits & Fixed Charges	0	0	0	0	0	0
6000 - Community Svcs	0	0	0	0	0	0
7000 - Acquisition Fixed Assets	0	0	0	0	0	0
8000 - Debt Retirement and Svc	0	0	0	0	0	0
9000 - Programs Other Districts	0	0	0	0	0	0
Total Expense	66,031	61,880	0	0	0	0
Revenue	66,031	61,856	0	0	0	0
Profit or (Loss)	-	(24)	0	0	0	0



	FY18	FY19	FY20	FY21 Budgeted	FY21 Actual YTD + Encumbered	FY21 Projected as of 5/10/2021
HERN						
1000 - Administration	3,167	0	0	0	0	0
2000 - Instructional Services	32,942	0	0	0	0	0
3000 - Pupil Svcs	2,676	0	0	0	0	0
4000 - Operations & Maint	0	0	0	0	0	0
5000 - Benefits & Fixed Charges	0	0	0	0	0	0
6000 - Community Svcs	0	0	0	0	0	0
7000 - Acquisition Fixed Assets	0	0	0	0	0	0
8000 - Debt Retirement and Svc	0	0	0	0	0	0
9000 - Programs Other Districts	0	0	0	0	0	0
Total Expense	38,785	0	0	0	0	0
Revenue	38,385	0	0	0	0	0
Profit or (Loss)	(400)	0	0	0	0	0
SESPP						
1000 - Administration	22,893	22,867	25,925	29,923	17,653	29,923
2000 - Instructional Services	261,544	260,815	260,202	304,813	305,552	304,813
3000 - Pupil Svcs	0	0	0	0	0	0
4000 - Operations & Maint	3,898	3,340	3,998	4,000	3,585	4,000
5000 - Benefits & Fixed Charges	61,595	62,522	59,867	67,064	67,581	67,064
6000 - Community Svcs	0	0	0	0	0	0
7000 - Acquisition Fixed Assets	0	0	0	0	0	0
8000 - Debt Retirement and Svc	0	0	0	0	0	0
9000 - Programs Other Districts	0	0	0	0	0	0
Total Expense	349,929	349,544	349,993	405,800	394,372	405,800
Revenue	349,929	349,544	349,993	405,800	222,361	405,800
Profit or (Loss)	-	0	0	-	(172,011)	-
Wrentham						
1000 - Administration	99,053	99,031	100,510	102,005	65,715	102,005
2000 - Instructional Services	1,550,600	1,552,546	1,569,980	1,568,499	1,571,343	1,568,499
3000 - Pupil Svcs	12,510	9,068	43,873	48,111	5,013	48,111
4000 - Operations & Maint	0	0	0	0	0	0
5000 - Benefits & Fixed Charges	417,945	419,010	417,003	423,495	422,002	423,495
6000 - Community Svcs	0	0	0	0	0	0
7000 - Acquisition Fixed Assets	6,830	0	0	0	0	0
8000 - Debt Retirement and Svc	0	0	0	0	0	0
9000 - Programs Other Districts	0	0	0	0	0	0
Total Expense	2,086,938	2,079,655	2,131,366	2,142,110	2,064,073	2,142,110
Revenue	2,148,023	2,079,655	2,131,328	2,142,110	1,623,144	2,142,110
Profit or (Loss)	61,085	0	(39)	0	(440,929)	0



	FY18	FY19	FY20	FY21 Budgeted	FY21 Actual YTD + Encumbered	FY21 Projected as of 5/10/2021
McSwiney						
1000 - Administration	76,314	127,240	93,112	55,100	33,799	33,799
2000 - Instructional Services	426,109	335,660	294,257	327,870	151,221	151,221
3000 - Pupil Svcs	9,441	18,613	7,601	0	0	0
4000 - Operations & Maint	27,772	28,127	22,158	0	0	0
5000 - Benefits & Fixed Charges	124,074	145,057	96,701	11,219	26,118	26,118
6000 - Community Svcs	0	0	0	0	0	0
7000 - Acquisition Fixed Assets	0	0	0	0	0	0
8000 - Debt Retirement and Svc	5,790	5,932	2,582	0	0	0
9000 - Programs Other Districts	0	0	0	0	0	0
Total Expense	669,500	660,629	516,412	394,189	211,138	211,138
Revenue	343,691	244,744	286,132	327,029	98,301	100,000
Profit or (Loss)	(325,809)	(415,885)	(230,280)	(67,160)	(112,837)	(111,138)
CELC						
1000 - Administration	15,160	7,863	0	0	0	0
2000 - Instructional Services	109,053	56,798	0	0	0	0
3000 - Pupil Svcs	2,082	1,486	0	0	0	0
4000 - Operations & Maint	0	3,620	0	0	0	0
5000 - Benefits & Fixed Charges	11,807	4,934	0	0	0	0
6000 - Community Svcs	0	0	0	0	0	0
7000 - Acquisition Fixed Assets	0	0	0	0	0	0
8000 - Debt Retirement and Svc	0	0	0	0	0	0
9000 - Programs Other Districts	0	0	0	0	0	0
Total Expense	138,102	74,702	0	0	0	0
Revenue	99,173	58,537	0	0	0	0
Profit or (Loss)	(38,929)	(16,165)	0	0	0	0
LABBB						
1000 - Administration	13,606	33,770	0	0	0	0
2000 - Instructional Services	0	0	0	0	0	0
3000 - Pupil Svcs	2,900	743	0	0	0	0
4000 - Operations & Maint	1,195	268	0	0	0	0
5000 - Benefits & Fixed Charges	5,731	8,442	0	0	0	0
6000 - Community Svcs	0	0	0	0	0	0
7000 - Acquisition Fixed Assets	0	0	0	0	0	0
8000 - Debt Retirement and Svc	445	69	0	0	0	0
9000 - Programs Other Districts	0	0	0	0	0	0
Total Expense	23,876	43,293	0	0	0	0
Revenue	34,985	41,199	0	0	0	0
Profit or (Loss)	11,109	(2,094)	0	0	0	0



	FY18	FY19	FY20	FY21 Budgeted	FY21 Actual YTD + Encumbered	FY21 Projected as of 5/10/2021
Teacher 21						
1000 - Administration	0	0	116	0	0	0
2000 - Instructional Services	0	0	12,749	6,727	34,022	34,022
3000 - Pupil Svcs	0	0	0	0	0	0
4000 - Operations & Maint	0	0	0	0	0	0
5000 - Benefits & Fixed Charges	0	0	0	0	0	0
6000 - Community Svcs	0	0	0	0	0	0
7000 - Acquisition Fixed Assets	0	0	0	0	0	0
8000 - Debt Retirement and Svc	0	0	0	0	0	0
9000 - Programs Other Districts	0	0	0	0	0	0
Total Expense	0	0	12,866	6,727	34,022	34,022
Revenue	0	0	64,103	62,085	54,675	54,675
Profit or (Loss)	0	0	51,238	55,358	20,653	20,653
IDEAS						
1000 - Administration	31,637	31,093	30,251	29,300	152	152
2000 - Instructional Services	226,337	206,010	216,364	93,939	262,448	262,448
3000 - Pupil Svcs	2,422	5,599	0	20,200	0	0
4000 - Operations & Maint	500	0	0	5,906	0	0
5000 - Benefits & Fixed Charges	31,354	43,037	32,896	2,289	43,269	43,269
6000 - Community Svcs	0	0	0	0	0	0
7000 - Acquisition Fixed Assets	0	0	0	0	0	0
8000 - Debt Retirement and Svc	0	0	0	0	0	0
9000 - Programs Other Districts	0	0	0	0	0	0
Total Expense	292,250	285,740	279,512	151,634	305,869	305,869
Revenue	251,453	275,511	306,843	244,580	394,706	405,000
Profit or (Loss)	(40,797)	(10,229)	27,331	92,946	88,837	99,131
Title III						
1000 - Administration	838	706	398	135	319	319
2000 - Instructional Services	43,238	35,308	19,887	17,886	28,781	28,781
3000 - Pupil Svcs	0	0	0	0	0	0
4000 - Operations & Maint	0	0	0	0	0	0
5000 - Benefits & Fixed Charges	0	0	0	0	0	0
6000 - Community Svcs	0	0	0	0	0	0
7000 - Acquisition Fixed Assets	0	0	0	0	0	0
8000 - Debt Retirement and Svc	0	0	0	0	0	0
9000 - Programs Other Districts	0	0	0	0	0	0
Total Expense	44,075	36,014	20,285	18,021	29,100	29,100
Revenue	44,075	36,014	20,285	18,021	12,559	29,100
Profit or (Loss)	0	-	0	0	(16541)	0



	FY18	FY19	FY20	FY21 Budgeted	FY21 Actual YTD + Encumbered	FY21 Projected as of 5/10/2021
Inspire Grant						
1000 - Administration	0	8,150	0	0	0	0
2000 - Instructional Services	0	91,747	0	0	0	0
3000 - Pupil Svcs	0	1,432	0	0	0	0
4000 - Operations & Maint	0	1,350	0	0	0	0
5000 - Benefits & Fixed Charges	0	8,524	0	0	0	0
6000 - Community Svcs	0	0	0	0	0	0
7000 - Acquisition Fixed Assets	0	0	0	0	0	0
8000 - Debt Retirement and Svc	0	0	0	0	0	0
9000 - Programs Other Districts	0	0	0	0	0	0
Total Expense	0	111,203	0	0	0	0
Revenue	0	118,425	0	0	0	0
Profit or (Loss)	0	7,221	0	0	0	0
VOC SEI Grant						
1000 - Administration	0	1,508	0	0	0	0
2000 - Instructional Services	0	22,300	11,150	0	0	0
3000 - Pupil Svcs	0	0	0	0	0	0
4000 - Operations & Maint	0	0	0	0	0	0
5000 - Benefits & Fixed Charges	0	0	0	0	0	0
6000 - Community Svcs	0	0	0	0	0	0
7000 - Acquisition Fixed Assets	0	0	0	0	0	0
8000 - Debt Retirement and Svc	0	0	0	0	0	0
9000 - Programs Other Districts	0	0	0	0	0	0
Total Expense	0	23,808	11,150	0	0	0
Revenue	0	50,000	25,000	0	0	0
Profit or (Loss)	0	26,192	13,850	0	0	0
Skills Grant						
1000 - Administration	0	0	0	8800	0	0
2000 - Instructional Services	0	0	172,254	61,720	59,224	59,224
3000 - Pupil Svcs	0	0	0	0	0	0
4000 - Operations & Maint	0	0	126,124	39,480	41,940	41,940
5000 - Benefits & Fixed Charges	0	0	0	0	0	0
6000 - Community Svcs	0	0	0	0	0	0
7000 - Acquisition Fixed Assets	0	0	0	0	0	0
8000 - Debt Retirement and Svc	0	0	0	0	0	0
9000 - Programs Other Districts	0	0	0	0	0	0
Total Expense	0	0	298,377	110,000	101,164	101,164
Revenue	0	0	298,588	110,000	101,164	101,164
Profit or (Loss)	0	0	211	0	0	0



	FY18	FY19	FY20	FY21 Budgeted	FY21 Actual YTD + Encumbered	FY21 Projected as of 5/10/2021
Migrant Program						
1000 - Administration	64,593	58,087	68,855	5,440	12,124	12,124
2000 - Instructional Services	429,388	427,909	378,950	53,655	86,736	86,736
3000 - Pupil Svcs	590,795	464,999	404,736	0	89,398	89,398
4000 - Operations & Maint	21,981	43,764	17,586	0	2,038	2,038
5000 - Benefits & Fixed Charges	250,897	225,605	174,176	8,905	43,486	43,486
6000 - Community Svcs	0	0	0	0	0	0
7000 - Acquisition Fixed Assets	0	0	0	0	0	0
8000 - Debt Retirement and Svc	0	0	0	0	0	0
9000 - Programs Other Districts	0	0	0	0	0	0
Total Expense	1,357,653	1,220,364	1,044,304	68,000	233,782	233,782
Revenue	1,356,445	1,219,834	1,044,082	68,000	124,941	124,941
Profit or (Loss)	(1,209)	(530)	(222)	-	(108,839)	(108,839)
MMEP-GOSOSY						
1000 - Administration	3,760	1,763	6,214	59,851	694	694
2000 - Instructional Services	59,595	30,757	58,321	689,225	8,687	8,687
3000 - Pupil Svcs	7,604	3,170	31,681	0	0	0
4000 - Operations & Maint	0	0	0	0	0	0
5000 - Benefits & Fixed Charges	8,005	1,351	1,602	924	0	0
6000 - Community Svcs	0	0	0	0	0	0
7000 - Acquisition Fixed Assets	0	0	0	0	0	0
8000 - Debt Retirement and Svc	0	0	0	0	0	0
9000 - Programs Other Districts	0	0	0	0	0	0
Total Expense	78,965	37,041	97,818	750,000	9,381	9,381
Revenue	78,965	37,041	97,818	750,000	9,369	9,369
Profit or (Loss)	0	-	-	-	(11)	(11)
MSIX Grant						
1000 - Administration	1,416	0	0	0	0	0
2000 - Instructional Services	28,314	0	0	0	0	0
3000 - Pupil Svcs	0	0	0	0	0	0
4000 - Operations & Maint	0	0	0	0	0	0
5000 - Benefits & Fixed Charges	0	0	0	0	0	0
6000 - Community Svcs	0	0	0	0	0	0
7000 - Acquisition Fixed Assets	0	0	0	0	0	0
8000 - Debt Retirement and Svc	0	0	0	0	0	0
9000 - Programs Other Districts	0	0	0	0	0	0
Total Expense	29,730	0	0	0	0	0
Revenue	29,730	0	0	0	0	0
Profit or (Loss)	-	0	0	0	0	0



	FY18	FY19	FY20	FY21 Budgeted	FY21 Actual YTD + Encumbered	FY21 Projected as of 5/10/2021
Financial Literacy Grant						
1000 - Administration	0	0	831	0	0	0
2000 - Instructional Services	0	0	10,390	0	0	0
3000 - Pupil Svcs	0	0	0	0	0	0
4000 - Operations & Maint	0	0	0	0	0	0
5000 - Benefits & Fixed Charges	0	0	0	0	0	0
6000 - Community Svcs	0	0	0	0	0	0
7000 - Acquisition Fixed Assets	0	0	0	0	0	0
8000 - Debt Retirement and Svc	0	0	0	0	0	0
9000 - Programs Other Districts	0	0	0	0	0	0
Total Expense	0	0	11,221	0	0	0
Revenue	0	0	11,221	0	0	0
Profit or (Loss)	0	0	0	0	0	0
IEP Grant						
1000 - Administration	0	0	33,923	22,758	35,314	35,851
2000 - Instructional Services	0	0	38,276	104,932	67,500	91,839
3000 - Pupil Svcs	0	0	0	0	0	0
4000 - Operations & Maint	0	0	13,572	2,668	2,668	2,668
5000 - Benefits & Fixed Charges	0	0	12,820	16,910	16,910	16,910
6000 - Community Svcs	0	0	0	0	0	0
7000 - Acquisition Fixed Assets	0	0	0	0	0	0
8000 - Debt Retirement and Svc	0	0	0	0	0	0
9000 - Programs Other Districts	0	0	0	0	0	0
Total Expense	0	0	98,591	147,268	122,392	147,268
Revenue	0	0	98,917	147,268	86,464	147,268
Profit or (Loss)	0	0	325	0	-35,928	0
Career Tech Partnership Grant						
1000 - Administration	0	0	832	0	0	0
2000 - Instructional Services	0	0	0	0	0	0
3000 - Pupil Svcs	0	0	0	0	0	0
4000 - Operations & Maint	0	0	0	0	0	0
5000 - Benefits & Fixed Charges	0	0	0	0	0	0
6000 - Community Svcs	0	0	0	0	0	0
7000 - Acquisition Fixed Assets	0	0	0	0	0	0
8000 - Debt Retirement and Svc	0	0	0	0	0	0
9000 - Programs Other Districts	0	0	0	0	0	0
Total Expense	0	0	832	0	0	0
Revenue	0	0	832	0	0	0
Profit or (Loss)	0	0	0	0	0	0



	FY18	FY19	FY20	FY21 Budgeted	FY21 Actual YTD + Encumbered	FY21 Projected as of 5/10/2021
Digital Literacy Grant						
1000 - Administration	0	0	1,093	0	0	0
2000 - Instructional Services	0	0	0	0	0	0
3000 - Pupil Svcs	0	0	0	0	0	0
4000 - Operations & Maint	0	0	13,666	0	0	0
5000 - Benefits & Fixed Charges	0	0	0	0	0	0
6000 - Community Svcs	0	0	0	0	0	0
7000 - Acquisition Fixed Assets	0	0	0	0	0	0
8000 - Debt Retirement and Svc	0	0	0	0	0	0
9000 - Programs Other Districts	0	0	0	0	0	0
Total Expense	0	0	14,759	0	0	0
Revenue	0	0	14,760	0	0	0
Profit or (Loss)	0	0	1	0	0	0
HEP						
1000 - Administration	52,195	49,533	34,307	25,954	13,934	25,575
2000 - Instructional Services	170,809	195,943	198,634	198,317	186,919	198,317
3000 - Pupil Svcs	91,923	102,633	101,110	102,831	88,803	102,831
4000 - Operations & Maint	35,280	32,843	36,917	28,476	9,607	28,476
5000 - Benefits & Fixed Charges	35,566	39,627	41,330	49,206	37,943	45,634
6000 - Community Svcs	0	0	0	0	0	0
7000 - Acquisition Fixed Assets	0	0	0	0	0	0
8000 - Debt Retirement and Svc	0	0	0	0	0	0
9000 - Programs Other Districts	0	0	0	0	0	0
Total Expense	385,773	420,579	412,299	404,784	337,206	400,833
Revenue	385,773	420,582	412,287	404,784	250,824	400,833
Profit or (Loss)	0	3	(12)	0	-86,382	0
DHH						
1000 - Administration	120,704	125,183	86,975	97,827	0	0
2000 - Instructional Services	765,010	799,778	546,800	683,114	591,259	591,259
3000 - Pupil Svcs	13,946	10,723	1,841	1,100	3,900	3,900
4000 - Operations & Maint	1,449	2,648	2,823	1,510	300	300
5000 - Benefits & Fixed Charges	225,465	230,047	173,618	216,254	198,187	198,572
6000 - Community Svcs	0	0	0	0	0	0
7000 - Acquisition Fixed Assets	0	0	0	0	0	0
8000 - Debt Retirement and Svc	0	0	0	0	0	0
9000 - Programs Other Districts	0	0	0	0	0	0
Total Expense	1,126,575	1,168,379	812,057	999,805	793,647	794,031
Revenue	1,142,513	1,025,785	972,608	728,538	683,152	813,580
Profit or (Loss)	15,938	(142,594)	160,552	(271,267)	(110,495)	19,549



	FY18	FY19	FY20	FY21 Budgeted	FY21 Actual YTD + Encumbered	FY21 Projected as of 5/10/2021
Partners						
1000 - Administration	86,962	112,410	71,881	0	0	0
2000 - Instructional Services	420,893	582,556	376,649	0	0	0
3000 - Pupil Svcs	50,457	94,722	46,773	0	0	0
4000 - Operations & Maint	33,931	38,062	20,306	0	0	0
5000 - Benefits & Fixed Charges	212,411	207,476	155,490	0	0	0
6000 - Community Svcs	0	0	0	0	0	0
7000 - Acquisition Fixed Assets	0	559	0	0	0	0
8000 - Debt Retirement and Svc	0	5,537	1,877	0	0	0
9000 - Programs Other Districts	5,780	0	0	0	0	0
Total Expense	810,433	1,041,321	672,976	0	0	0
Revenue	835,866	796,316	376,918	0	0	0
Profit or (Loss)	25,432	(245,005)	(296,057)	0	0	0
Career Pathways						
1000 - Administration	0	0	64,459	85,697	2,829	2,829
2000 - Instructional Services	0	0	155,755	200,809	59,185	59,185
3000 - Pupil Svcs	0	0	0	0	0	0
4000 - Operations & Maint	0	0	28,344	0	0	0
5000 - Benefits & Fixed Charges	0	0	79,531	40,146	14,032	14,032
6000 - Community Svcs	0	0	0	0	0	0
7000 - Acquisition Fixed Assets	0	0	0	0	0	0
8000 - Debt Retirement and Svc	0	0	2,112	0	0	0
9000 - Programs Other Districts	0	0	0	0	0	0
Total Expense	0	0	330,201	326,652	76,046	76,046
Revenue	0	0	133,450	806,760	118,726	147,886
Profit or (Loss)	0	0	(196,751)	480,108	42,680	71,840
NCA + NCA Summer						
1000 - Administration	162,794	154,684	90,388	92,218	0	0
2000 - Instructional Services	741,192	730,030	355,818	722,408	733,636	733,636
3000 - Pupil Svcs	91,450	135,592	51,054	4,872	85,668	85,668
4000 - Operations & Maint	61,440	74,863	70,489	6,000	16,892	16,892
5000 - Benefits & Fixed Charges	387,619	326,644	277,391	154,875	196,081	196,081
6000 - Community Svcs	0	0	0	0	0	0
7000 - Acquisition Fixed Assets	0	0	0	0	0	0
8000 - Debt Retirement and Svc	11,134	9,887	6,336	0	0	0
9000 - Programs Other Districts	0	0	0	0	0	0
Total Expense	1,455,630	1,431,700	851,476	980,373	1,032,276	1,032,277
Revenue	1,546,116	1,480,683	1,100,759	1,562,396	1,212,359	1,457,416
Profit or (Loss)	90,486	48,983	249,283	582,023	180,083	425,139



	FY18	FY19	FY20	FY21 Budgeted	FY21 Actual YTD + Encumbered	FY21 Projected as of 5/10/2021
ABCD						
1000 - Administration	0	0	10,702	0	0	0
2000 - Instructional Services	0	0	51,492	53,474	0	0
3000 - Pupil Svcs	0	0	0	0	0	0
4000 - Operations & Maint	0	0	3,905	0	0	0
5000 - Benefits & Fixed Charges	0	0	33,645	11,764	0	0
6000 - Community Svcs	0	0	0	0	0	0
7000 - Acquisition Fixed Assets	0	0	0	0	0	0
8000 - Debt Retirement and Svc	0	0	939	0	0	0
9000 - Programs Other Districts	0	0	0	0	0	0
Total Expense	0	0	100,682	65,238	0	0
Revenue	0	0	30,610	39,000	0	0
Profit or (Loss)	0	0	(70,072)	(26,238)	0	0
45 Day						
1000 - Administration	13,413	0	11,429	0	0	0
2000 - Instructional Services	93,098	80,662	78,511	42,550	55,660	55,660
3000 - Pupil Svcs	0	0	0	0	0	0
4000 - Operations & Maint	245	11,916	245	0	0	0
5000 - Benefits & Fixed Charges	18,428	16,355	16,477	9,361	13,915	13,915
6000 - Community Svcs	0	0	0	0	0	0
7000 - Acquisition Fixed Assets	0	0	0	0	0	0
8000 - Debt Retirement and Svc	0	0	0	0	0	0
9000 - Programs Other Districts	0	0	0	0	0	0
Total Expense	125,184	108,934	106,662	51,911	69,575	69,575
Revenue	169,943	282,574	131,775	212,940	67,825	67,825
Profit or (Loss)	44,759	173,640	25,114	161,029	-1,750	-1,750
Online Learning						
1000 - Administration	0	0	0	47	47	47
2000 - Instructional Services	0	0	0	500	46275	46275
3000 - Pupil Svcs	0	0	0	0	0	0
4000 - Operations & Maint	0	0	0	0	0	0
5000 - Benefits & Fixed Charges	0	0	0	0	0	0
6000 - Community Svcs	0	0	0	0	0	0
7000 - Acquisition Fixed Assets	0	0	0	0	0	0
8000 - Debt Retirement and Svc	0	0	0	0	0	0
9000 - Programs Other Districts	0	0	0	0	0	0
Total Expense	0	0	0	547	46,322	46,322
Revenue	0	0	0	31,770	50,170	50,170
Profit or (Loss)	0	0	0	31,223	3,848	3,848



	FY18	FY19	FY20	FY21 Budgeted	FY21 Actual YTD + Encumbered	FY21 Projected as of 5/10/2021
ELI						
1000 - Administration	64,272	65,647	61,886	59,985	7,515	7,515
2000 - Instructional Services	331,216	333,567	329,430	358,860	348,200	348,200
3000 - Pupil Svcs	0	1,104	0	0	0	0
4000 - Operations & Maint	36	744	52	0	52	52
5000 - Benefits & Fixed Charges	51,872	59,582	48,126	47,181	40,617	40,617
6000 - Community Svcs	0	0	0	0	0	0
7000 - Acquisition Fixed Assets	0	0	0	0	0	0
8000 - Debt Retirement and Svc	0	0	0	0	0	0
9000 - Programs Other Districts	0	0	0	0	0	0
Total Expense	447,396	460,644	439,495	466,026	396,384	396,384
Revenue	508,003	436,856	442,265	520,125	390,343	400,000
Profit or (Loss)	60,607	(23,788)	2,770	54,099	-6,040	3,616
**TOTAL REVENUE	\$13,189,550	\$10,967,840	\$9,839,381	\$11,368,428	\$6,394,893	\$7,989,434
**TOTAL EXPENSE	\$13,084,037	\$11,882,732	\$10,516,973	\$11,087,453	\$9,108,508	\$10,149,419
**PROFIT OR (LOSS)	\$105,513	-\$914,891	-\$677,591	\$280,975	-\$2,713,616	-\$2,159,985

Assessment Needed to Offset Projected FY21 Operating Losses - 05/13/2021

\$2,159,985.00

This Amount Includes the Following: Line of Credit(\$485,000), Vacation Payout(\$179,091.83), Contribution to Welfare Benefit Trust(\$165,446.13), and repayment of Seefurth Funds(\$422,658.89).

	Assessment - All \$2,159,985	Assessment - FY21 Operations \$907,788.15	Assessment - Line of Credit \$485,000.00	Assessment - Vacation Payout \$179,091.83	Assessment - Welfare Benefit Trust Contribution - \$165,446.13	Assessment - Seefurth Funds Pay Back - \$422,658.89	FY21 Assessment Rates
Acton-Boxborough	\$161,998.88	\$68,084.11	\$36,375.00	\$13,431.89	\$12,408.46	\$31,699.42	7.50%
Arlington	\$169,558.82	\$71,261.37	\$38,072.50	\$14,058.71	\$12,987.52	\$33,178.72	7.85%
Bedford	\$123,983.14	\$52,107.04	\$27,839.00	\$10,279.87	\$9,496.61	\$24,260.62	5.74%
Belmont	\$149,254.96	\$62,728.16	\$33,513.50	\$12,375.25	\$11,432.33	\$29,205.73	6.91%
Brookline	\$193,966.65	\$81,519.38	\$43,553.00	\$16,082.45	\$14,857.06	\$37,954.77	8.98%
Carlisle	\$71,495.50	\$30,047.79	\$16,053.50	\$5,927.94	\$5,476.27	\$13,990.01	3.31%
Concord	\$91,583.36	\$38,490.22	\$20,564.00	\$7,593.49	\$7,014.92	\$17,920.74	4.24%
Concord-Carlisle	\$81,863.43	\$34,405.17	\$18,381.50	\$6,787.58	\$6,270.41	\$16,018.77	3.79%
Lexington	\$188,350.69	\$79,159.13	\$42,292.00	\$15,616.81	\$14,426.90	\$36,855.86	8.72%
Lincoln	\$72,575.50	\$30,501.68	\$16,296.00	\$6,017.49	\$5,558.99	\$14,201.34	3.36%
Lincoln-Sudbury	\$85,535.41	\$35,948.41	\$19,206.00	\$7,092.04	\$6,551.67	\$16,737.29	3.96%
Newton	\$265,246.16	\$111,476.38	\$59,558.00	\$21,992.48	\$20,316.78	\$51,902.51	12.28%
Sudbury	\$100,439.30	\$42,212.15	\$22,552.50	\$8,327.77	\$7,693.25	\$19,653.64	4.65%
Waltham	\$165,022.85	\$69,355.01	\$37,054.00	\$13,682.62	\$12,640.08	\$32,291.14	7.64%
Watertown	\$123,119.15	\$51,743.92	\$27,645.00	\$10,208.23	\$9,430.43	\$24,091.56	5.70%
Weston	\$115,991.19	\$48,748.22	\$26,044.50	\$9,617.23	\$8,884.46	\$22,696.78	5.37%

The above assessments are only estimates and are subject to change. EDCO

Collaborative may need to revise the estimates depending on the responsibility and contribution of prior member districts for the EDCO Collaborative's liabilities and depending on other circumstances that arise or of which EDCO Collaborative learns of after creation of the estimate.

EDCO Estimated FY22 Operating Costs			
Note: All costs are estimated at this time			
Tasks		Notes	Estimated Costs
Business Office	Costs of management of EDCO financials (July 1, 2021 to June 30, 2022). Business Office Management		\$96,000.00
HR Access - Harpers Payroll	Fee for access to payroll system		\$1,000.00
Financial tools - Infinite Visions	Fee for access to accounting system for 6 months to complete FY21 Audit		\$6,000.00
Quickbooks for FY22			\$1,908.00
Office Supplies	Postage, office supplies		\$1,500.00
IT Costs	Website, Domain, Hosting Fees, IT Support		\$1,200.00
Salary -	Exec Director, Treasurer, Admin		\$85,800.34
Audit	FY21 Audit		\$50,000.00
Legal Fees			\$50,000.00
Lease - July	July Rent and Loan Repayment		\$51,581.39
Property Tax - July			\$10,000.00
Utilities - July	alarm system, gas, electric, grounds maintenance, waste disposal		\$11,225.00
Non-Employee Insurance	D&O Policy, Workers Comp, Property(1 month)		\$49,695.00
ESTIMATED TOTAL			\$415,909.73
Assessment Costs for Each Member District for FY22 Operating Costs			
FY22 Assessment Rates			
Acton-Boxborough	7.50%		\$31,193.23
Arlington	7.86%		\$32,690.50
Bedford	5.80%		\$24,122.76
Belmont	6.99%		\$29,072.09
Brookline	8.60%		\$35,768.24
Carlisle	3.38%		\$14,057.75
Concord	4.31%		\$17,925.71
Concord-Carlisle	3.86%		\$16,054.12
Lexington	8.61%		\$35,809.83
Lincoln	3.69%		\$15,347.07
Lincoln-Sudbury	4.00%		\$16,636.39
Newton	11.96%		\$49,742.80
Sudbury	4.65%		\$19,339.80
Waltham	7.70%		\$32,025.05
Watertown	5.75%		\$23,914.81
Weston	5.34%		\$22,209.58
The above assessments are only estimates and are subject to change. EDCO Collaborative may need to revise the estimates depending on the responsibility and contribution of prior member districts for the EDCO Collaborative’s liabilities and depending on other circumstances that arise or of which EDCO Collaborative learns of after creation of the estimate.			

Assessment Percentage Calculation

The assessment for each district has been calculated based on values that have fluctuated over the years but have followed a general formula:

1. **Base District Assessment** - Based on school type. The amount per school type has had different rates over the years. Below is the range most recently utilized:
 - a. K-12 - \$7,500
 - b. K-8 - \$5,500
 - c. 9-12 - \$5,500
2. **Enrollment Assessment** - Based on DESE District Enrollment Total. The factors for this calculation have varied over the years. The calculation most recently utilized was the following:
 - a. \$1.20 / Student
3. Calculation #1 and #2 are added together to get the total assessment.
4. The assessment percent tagged to each member district is calculated as follows:
 - a. Individual member district assessment total divided by total membership assessment.

How Assessment Percentage is Calculated						
		FY22 Assessment	Base K-12 - \$7,500 All Other - \$5,500	\$1.20 / Student	DESE Enrollment School Year 2020-21	%
	Acton-Boxborough	\$ 13,748.40	\$ 7,500.00	\$ 6,248.40	5207	7.50%
	Arlington	\$ 14,406.00	\$ 7,500.00	\$ 6,906.00	5755	7.86%
	Bedford	\$ 10,638.00	\$ 7,500.00	\$ 3,138.00	2615	5.80%
	Belmont	\$ 12,804.00	\$ 7,500.00	\$ 5,304.00	4420	6.99%
	Brookline	\$ 15,769.20	\$ 7,500.00	\$ 8,269.20	6891	8.60%
	Carlisle	\$ 6,194.80	\$ 5,500.00	\$ 694.80	579	3.38%
	Concord	\$ 7,901.20	\$ 5,500.00	\$ 2,401.20	2001	4.31%
	Concord-Carlisle	\$ 7,079.20	\$ 5,500.00	\$ 1,579.20	1316	3.86%
	Lexington	\$ 15,781.20	\$ 7,500.00	\$ 8,281.20	6901	8.61%
	Lincoln	\$ 6,757.60	\$ 5,500.00	\$ 1,257.60	1048	3.69%
	Lincoln -Sudbury	\$ 7,330.00	\$ 5,500.00	\$ 1,830.00	1525	4.00%
	Newton	\$ 21,928.80	\$ 7,500.00	\$ 14,428.80	12024	11.96%
	Sudbury	\$ 8,525.20	\$ 5,500.00	\$ 3,025.20	2521	4.65%
	Waltham	\$ 14,108.40	\$ 7,500.00	\$ 6,608.40	5507	7.70%
	Watertown	\$ 10,531.20	\$ 7,500.00	\$ 3,031.20	2526	5.75%
	Weston	\$ 9,787.20	\$ 7,500.00	\$ 2,287.20	1906	5.34%
		\$183,290.40	\$108,000.00	\$ 75,290.40		100%


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FY2022 Preliminary Cherry Sheet Estimates All Regional Schools

PROGRAM	FY2021 Cherry Sheet Estimate	FY2022 Governor's Budget Proposal	FY2022 House Budget Proposal	FY2022 SWM Budget Proposal	FY2022 Conference Committee
Education Receipts :					
Chapter 70	750,013,110	766,613,877	767,900,147	767,926,302	
Charter Tuition Reimbursement	4,812,604	3,559,941	4,859,174	5,033,390	
Regional School Transportation	64,037,840	58,871,423	65,531,253	62,702,936	
Offset Receipts :					
School Choice Receiving Tuition	29,241,793	29,201,793	29,178,393	29,178,393	
Total Estimated Receipts :	848,105,347	858,247,034	867,468,967	864,841,021	
Estimated Charges :					
Special Education	389,944	354,996	354,996	354,996	
School Choice Sending Tuition	27,598,005	27,523,357	27,503,157	27,503,157	
Charter School Sending Tuition	26,494,930	27,961,950	29,175,467	29,021,717	
Total Estimated Charges :	54,482,879	55,840,303	57,033,620	56,879,870	
Total Receipts Less Charges :					
Net Receipts :	793,622,468	802,406,731	810,435,347	807,961,151	

Questions About Local Aid Please Email The Municipal Databank at : databank@dor.state.ma.us

FY21 Covid Grant Activity

Amounts in \$000s

	Allocation -		Grant Fund -			FY21 General Fund -	
	<u>District</u>	<u>Towns</u>	<u>Exp/Enc</u>	<u>Eligible</u>	<u>Revenue</u>	<u>Revenue</u>	<u>Exp/Enc</u>
FEMA #1	n/a	n/a	n/a	100%		73	(FY20)
FEMA #2	n/a	n/a	345	0%	We are hopeful that new rules (effective 1/21/21) will be applied retroactively and these costs 100% reimbursable		TBD
FEMA #3	n/a	n/a	336	TBD			TBD
FEMA #4	n/a	n/a	98	TBD			
ESSER-1	115		115	115	115		
ESSER-2	418		86	86	42		(332)
ESSER-3	920	< (est.)					
CARES #1	n/a	2,700	1,026	TBD	160	pending receipt of Acton (\$866K)	
CARES #2	n/a		101	TBD	16	pending receipt of Acton (\$85K)	
CvRF	1,185		1,150	1,150	1,185		
RLTE	117		117	117	117		
State CPG	166		8	8	83		(166)
CvRF-Foods	15		15	15	15		

FY21 Covid Grant Activity

Expenditures Summary

Through April, 2021

Amounts in \$000s

<u>GRANT PROGRAM</u>	(includes PPE) includes HVAC)		<u>CE - Summer Cleaning, etc.</u>	<u>Foods Program</u>	<u>Technology</u>	<u>Assabet Partnership</u>	<u>RLP - Staff & Supplies</u>	<u>Unemploymt.</u>
	<u>Bldg/Cleaning/ Health Supplies</u>	<u>Maintenance Supplies & Eqp</u>						
FEMA - 1	50,944	22,720						
FEMA - 2	277,358	56,811	7,782	5,231				
FEMA - 3	50,168	270,159	314	14,432				
FEMA - 4	30,769	28,031		38,808				
ESSER -1					114,566			
ESSER -2	70,413					14,500		
CARES (A&B)				93,388	892,014	41,075		
CvRF	70,259				221,205		795,502	62,800
CvRF - Foods				15,218				
RLTE					116,929			
State CPG					6,546			
TOTALS (FYI)	549,911	377,721	8,096	167,077	1,351,260	55,575	795,502	62,800
	\$ 3,367,942							

ABRSD

MTSS & ADK Tuition Elimination - Proposed Funding Plan A

Amounts in \$000s

Plan Objectives:

General - target **incremental** annual budget impact at **0.3 of 1%** (.003)

1. Replace (6) 19-hour elementary math assistants w/ full-time **certified math specialists**
2. Add **(1 or 2) FTE literacy coach(es)**
3. Systematically **eliminate ADK tuition** from FY23 - 26

	<u>BASE</u>	<u>xxx = 0.3 of 1%</u> <u>APPROP.</u>	<u>OTHER FUNDING SOURCES -</u>			<u>TOTAL FUNDING</u>
		<u>ESSER</u>	<u>Lit Grant</u>	<u>ADK Fbal</u>		
FY22						
1. Math Specialists---Assts., net*	408 >					
2. Add 2.0 FTE Literacy Coach*	194					
Budget Redux (HS Attrition)	-129					
(* - incl. \$12K/ee health ins.)	473	0	373	100		473
FY23						
New Base	473					
3. ADK Tuition Redux (to \$3,000)	180					
	653	308	345			653
FY24						
New Base	653					
3. ADK Tuition Redux (to \$2,250)	180					
	833	308 P/Y				
		319 C/Y				
	833	628	205			833
			923			
FY25						
New Base	833					
3. ADK Tuition Redux (to \$1,500)	180					
	1013	628 P/Y				
		330 C/Y				
	1013	958		55		1013
FY26						
New Base	1013					
3. ADK (tuition eliminated)	360					
	1373	958 P/Y				
		342 C/Y				
	1373	1300		55		1355
				110		

Math - Sal #

Specialists	72		
Health Ins	12		
	84	6	504
Assistants	16	-6	-96
	<		408

5046

ABRSD

MTSS & ADK Tuition Elimination - Proposed Funding Plan B

Amounts in \$000s

Plan Objectives:

General - target **incremental** annual budget impact at **0.25-0.3 of 1%** (.0025-.003)

1. Replace (6) 19-hour elementary math assistants w/ full-time **certified math specialists**
2. Add **(1 or 2) FTE literacy coach(es)**
3. Systematically **eliminate ADK tuition** from FY23 - 26

	BASE	xxx = 0.25 of 1% xxx = 0.3 of 1% APPROP.	OTHER FUNDING SOURCES -			TOTAL FUNDING
			ESSER	Lit Grant	ADK Fbal	
FY22						
1. Math Specialists---Assts., net*	408 >					
2. Add 1.0 FTE Literacy Coach*	97					
Budget Redux (HS Attrition)	-129					
(* - incl. \$12K/ee health ins.)	376	0	276	100		376
FY23						
New Base	376					
3. ADK Tuition Redux (to \$3,000)	180					
	556	308	248			556
FY24						
New Base	556					
3. ADK Tuition Redux (to \$2,250)	180					
	736	308 P/Y 266 C/Y				
	736	574	162			736
			685			
FY25						
New Base	736					
3. ADK Tuition Redux (to \$1,500)	180					
	916	574 P/Y 330 C/Y				
	916	904			20	924
FY26						
New Base	916					
3. ADK (tuition eliminated)	360					
	1276	904 P/Y 285 C/Y				
	1276	1189			90	1279
					110	



Acton-Boxborough Regional School Committee

Meeting Agenda Item Summary

MEETING DATE	05-20-21	AGENDA ITEM NUMBER	6.e
AGENDA ITEM TITLE	CONSENT AGENDA: Approval of Meeting Minutes, Gifts		
PRESENTER(S)	Tessa McKinley		
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 Beth Petr.			
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 of School Committee meetings and Donation Letters		

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

WELLNESS • EQUITY • ENGAGEMENT

ACTON-BOXBOROUGH REGIONAL SCHOOL COMMITTEE (ABRSC)
MEETING Draft Minutes

Virtual Public Meeting

April 15, 2021

To attend: <https://www.youtube.com/actontv1>

7:00 p.m.

7:30 p.m. FY22 School Choice Hearing

To preregister for Public Comment (required):

https://abschools.zoom.us/webinar/register/WN_iLR9qFUYSwOCf8M_BBfCw

(pre-registration must be submitted 24 hours prior to the start of the meeting)

Members Present: Evelyn Abayaah-Issah, Diane Baum (at 8:08 p.m.), Kyra Cook (at 7:35 p.m.), Adam Klein, Ginny Kremer, Amy Krishnamurthy, Tessa McKinley, John Petersen, Yebin Wang
Members Absent: Nora Shine, Angie Tso
Others: Marie Altieri, Dawn Bentley, Deborah Bookis, Peter Light, Beth Petr, Dave Verdolino

1. Call to Order

The ABRSC was called to order at 7:04 p.m. by Chairperson Tessa McKinley.

She stated that the meeting was being conducted remotely via Zoom per Remote Participation policy, BEDJA. The following members were in attendance in the auditorium: Evelyn Abayaah-Issah, Diane Baum (came later), Adam Klein, Ginny Kremer, John Petersen, Yebin Wang and herself. Amy Krishnamurthy and Kyra Cook (came later) attended via zoom. Nora Shine and Angie Tso were absent.

In an ongoing effort to make meetings as secure as possible, members of the public were instructed to view the meeting using Acton tv's youtube channel (found at the top of the agenda). Those who wished to comment during the meeting, were asked to register 24 hours prior to the start of the meeting using the link also found at the top of the agenda. These procedures are now posted with our Public Participation policy BEDH. This meeting was recorded and posted on Acton TV's website at actontv.org. Per our remote policy, all votes were done by roll call.

a. Chairperson's Welcome - Tessa McKinley

Tessa thanked Kyra Cook for her excellent work on the Committee and stated that she has been an integral part this year's efforts. Amy Krishnamurthy also spoke in support and appreciation of Kyra's dedication. These comments were in response to a recent remark from the Acton SelectBoard Chairperson.

b. ABRHS Student Rep Update – Rhik Mazumder

Some teachers and students are concerned about returning to school full time in May. Social distancing will be difficult at 6 feet given that most classes were at

full capacity with no distancing. Hallway traffic flow has also always been tight, and the cafeteria and gyms are normally “packed”. The internet is another issue in that it is already slow with only half of the students on it. Kids are excited about seeing their peers but they do have some questions and concerns.

c. **Public Participation**

Steve Ballard added his support for Kyra’s work as a committee member. He noted that she went out of her way to help the recent fire victims, and is an amazing leader in our community.

d. **Superintendent’s Update – *Peter Light***

Because most of this update was health and covid related, Dawn Bentley wrote much of it. Travel guidelines are going out to families. The Administration continues to encourage families to do the pool testing. We are only at 54% and would like it to be 80% to be most effective. High School testing will start as soon as students return, and the Junior High will be after that because there is more risk for the older kids. Next community coffee is May 5th.

2. **PRESENTATIONS**

a. **Jr High/High School Early Release Proposal - VOTE – *A. Shen, L. Dorey***

The School Committee was asked to endorse the proposal to extend the early dismissals that were in place this year into next year. This would add 15 early release days and a shortened school day by 90 minutes. This would add professional learning time as well as increased teacher collaboration. Teacher collaboration has always been a priority at the High School and the Administration has wanted to do this for many years. Teachers need time to learn from each other and talk about the students, etc. and it is difficult during the school day. Department leaders hold monthly meetings but Larry Dorey explained that they would like new teachers to be paired with veterans, teachers of the same subject matter have a chance to meet together, and teachers have a chance to go to student services to discuss kids. A committee member noted that many teachers do so much on their own time that this would be great.

John Petersen moved: to approve the proposed early release schedule for R.J. Grey and the ABRHS for the 2021 – 2022 school year.

Ginny Kremer seconded the motion. Discussion continued.

Andrew Shen explained that Monday was chosen because due to the holidays, it would be only 15 Mondays as opposed to 18 or 19 days otherwise. Also, Mondays are the monthly department days and staff days and they could now be combined if more than 90 minutes were needed. Deb Bookis said that teachers have started to submit professional learning proposals for the summer and we do have funding for it. They are very supportive of the proposal and want to see things that can be implemented in the classrooms.

The Committee **VOTED by Roll Call** and the motion was approved unanimously.

(YES: Abayaah-Issah, Cook, Klein, Kremer, Krishnamurthy, McKinley, Petersen, Wang)

b. **7:30 - Public Hearing: FY22 ABRSD MA DESE School Choice Program – Marie Altieri**

At 7:35 p.m., the Chairperson called the FY22 School Choice Program Public Hearing to order. Marie Altieri reviewed the memo. This is the first time we have had no new siblings who were ready to enter kindergarten. The Committee has been working to end participation as students graduate and all siblings are accommodated because we are completely out of space in the district. At \$5,000 per student, this does not come near to covering our per pupil cost which is about \$15,000 per student. Marie stated that another vote is not needed next year unless the District wants to change the status.

Adam Klein moved, John Petersen seconded and it was unanimously,

VOTED by roll call: to adjourn the School Choice Hearing at 7:40 p.m.

(YES: Abayaah-Issah, Cook, Klein, Kremer, Krishnamurthy, McKinley, Petersen, Wang)

c. **FY22 ABRSD MA DESE School Choice Program Participation – VOTE**

Adam Klein moved, Amy Krishnamurthy seconded and it was unanimously,

VOTED by roll call: to withdraw from the School Choice Program due to class size and space limitations. Existing school choice students will remain through graduation.

(YES: Abayaah-Issah, Cook, Klein, Kremer, Krishnamurthy, McKinley, Petersen, Wang)

d. **Multi-Tiered System of Support (MTSS) - Peter Light, Deborah Bookis, Dawn Bentley, Debbie Dixon, Marie Altieri**

i. Reading and other Materials

The Administration presented on the District's proposed plan to add instructional support to all K-6 elementary schools through the addition of 3 literacy coaches, 3 additional STEAM coaches and 3 Math Specialists. In order to fund the proposal in a budget neutral manner, they are considering a three-year gradual reduction of classroom assistants in grades 6, 5 and 4 respectively with the use of federal stimulus money to offset temporary costs incurred for this gradual transition. A vote by the Committee is not needed, but the Superintendent was looking for a "deep discussion" and feedback from staff, committee members and the public.

Questions and Comments from the Committee included:

- The MTSS approach regarding special education and border-line students was much appreciated but concern was expressed for reducing classroom assistant hours. In Acton, 6th grader teachers are expected to get students ready for the big change to move to the Junior High and assistants are very involved in all of that work. How can the Coach

perform all of those functions and support the teachers in this way? What will the coaches actually be doing to support teachers/students?

- The stimulus money could be used for Universal Kindergarten. We have been told we have to step away from that now due to the pandemic.
- MTSS sounds great but the intangibles are hard to measure. What are the benefits of assistants in the class for grades 4/5/6? What happens when assistants are removed?
- The experience is so different for the 6 elementary schools. Some schools have more assistants, because the PTOs fund them. This is especially true for Merriam families because it is written into their school charter.
- The administrators and team were thanked for presenting a long term plan for how the federal money will be used, but looking at \$510,000 over two years, why choose this plan over All Day Kindergarten (ADK) or another plan? Mr. Light responded that ADK would impact 400 students this year, but the proposed plan would impact 2500 students. Our incoming Kindergarten students have not been impacted by the pandemic the way existing students have been. ADK is a long term priority for us, but this plan will have a broader impact. If funding was spent on eliminating ADK tuition, it would cover one year, and then the cost would be in the budget base. This proposal gradually steps down so it doesn't have a "funding cliff".
- The District is at a pivotal point in education where we know of things we haven't been able to do because it's easier to go with the status quo. The pandemic has created some opportunities for change that we should take advantage of, like MTSS. Having trained professionals ready to reach out to students is money better spent.
- It would be helpful to understand the student contact and flexibility for each role being proposed. For example, a coach works with teachers and a reading specialist works with students? Members would like to see more student contact. We always want to know what is a child's potential and how can we get them to it.
- A member who is also an educator and works with students who need these supports said that the disproportionate outcomes for students and our efforts have not moved the needle because we are not doing the right thing. Providing specialists that can support the teachers with differentiated instruction for students would be so much better. This would be good for kids who are struggling as well as those who need to reach and get more support. She is fully in support of this plan. A better understanding of the actual roles and implementation would be helpful.
- A tiered system of support has been talked about since 2016. The quality of the interaction is key. We are late jumping on the bandwagon for MTSS. Regarding classroom assistants, especially at Merriam, they have a huge impact on classroom culture but having them at all grade levels cannot exist with the MTSS model. Teachers and specialists are highly trained to look at students and see what is needed, much more than an

assistant is. The District has to make hard choices, but should make this one.

- Often assistants were women of color, or spoke a different language, and really contributed to the culture of the classroom and the school. This representation was not mentioned in the presentation and is important. Will diversity will be part of this? Mr. Light replied that about 20% of assistants turn over every year so due to attrition, it should become a representative process. Deb Bookis added that the last two certified staff hires have been women of color.
- Communication seems to be missing although it sounds like there has been a lot of internal communication. Where do parents fit in in the 8-10 week cycle? What about teacher assistants in older grades? Executive function and the organization piece is so important for success in middle school. Having an extra person in the classroom for that is important. A highly trained teacher might not catch everything because they are looking at so many things. This member acknowledged “wanting it all”.
- When asked how the proposal was being communicated to staff who will be affected, Mr. Light said staff received information on Monday and were told about the School Committee meeting. Building leaders and principals have met. Families were invited to the School Committee meeting.
- How would a math specialist travel between two schools and effectively address that 50% of students are below grade level? There is concern about having enough direct contact with students. Deb Bookis replied that the specialist would work with small groups in the classroom, or in another arrangement with the teachers depending on what is needed.
- Would we expect to save on special education costs? Mr. Light replied that the district wants to improve referrals to special education, but reducing referrals is not an intentional outcome. It would be better to make more appropriate referrals. It could possibly save some money.
- Regarding expected outcomes, what is the exit strategy if MTSS doesn’t work? If data in 5 years does not show students moving forward, the District would look at a different strategy according to Mr. Light.
- We have great outcomes for those students who can access the content, but not all can. That needs to change.
- Dawn Bentley added that MTSS is not a program, it is a system of support. She was surprised that AB did not have it when she came here. Most districts have been doing this for many years and there is a lot of research to support it. It is critically important that we give the best resources to our teachers to deal with all the kinds of children that we have. It is also about building efficacy, having the coach there has the ability to really shift things. Although she understands the important culture and climate we have here, it is striking that the district has not changed the data over time.

Questions and Comments from the Public included:

- A parent/teacher stated that EL students are the least well served. In four of the AB elementary schools there is only one EL teacher for seven grade levels and there is not even an EL educator in this plan. How can we reach our most vulnerable students? We need more staff.
- This is about people. Hiring more teachers is a better way to spend this money. Our experienced assistants are an incredible value.
- A Merriam teacher is very concerned about students' social emotional health. Assistants act as a team. Counselors deal with 100 kids. We are prioritizing curriculum coaching over mental health.
- A statement signed by over 60 educators voiced strong support for maintaining the classroom assistants with an interest in learning more about MTSS.
- A 19 year teacher spoke about how important this issue and change would be to our schools. After the staff met the challenge of this difficult pandemic year, cutting assistants and initiating MTSS in the fall would be too much. She questioned the return on investment for hiring nine new coaches for six schools, and felt that each student will barely get any additional attention. Assistants know the students and help the staff.
- MTSS seems great but it is being rushed. The staff should learn about it and be trained first.
- A Merriam assistant applauded the Administration for bringing up MTSS but felt the process of this implementation was concerning. In exchange for nine specialists, we would give up 50 assistants. Who will cover all the lunches/recess/IEP meetings that assistants do? Who will sub? Eliminating assistants in grades 4-6 would be an issue because performance expectations increase greatly in the older grades. Assistants are another set of eyes and ears for students.
- Teacher input and voice is missing. They are with students every day and their perspective should be included. Teachers have not been surveyed or asked about the new math program yet.
- A parent and pediatric health care provider stressed the unprecedented mental health concerns due to the pandemic. She asked that the shift be deferred until at least 2022-23 so we can understand where our kids are now. This is not a time to take away support for our children and teachers. If it's that important, we should take our time.

Adam Klein read statements that had been sent to the Committee by various groups of AB teachers from several schools. All of them implored the Administration and the Committee to listen to their views and not rush the decision to cut assistants in favor of implementing MTSS right away. There was support for MTSS but not at this time.

Mr. Light thanked the Committee and members of the public for sharing their valuable feedback on such an important decision.

e. PTO Fundraising for Staff Discussion - Marie Altieri

Marie Altieri gave a history of donations and the funding of district staff. This began in the early 1990s when PTOs raised funds to supplement the school budget when Art, Music and PE were cut to part time. Due to covid and fundraising restrictions, the PTOs did not raise money this year. The Administration recommends that given this recent pause, it would be a good time to prohibit the funding of staff starting next year. The inequities that have started to form between elementary schools due to the current wide range of fundraising amounts (\$20,000 - \$100,000) have become a concern. The elementary PTO Co-Chairs' group had an initial discussion and members are in general agreement about this change. Due to the late hour, there was no public comment on this topic.

The policy subcommittee will discuss the Fundraising Policy DDA at their next meeting. It will be on as a First Read at the May 20th School Committee meeting.

3. NEW BUSINESS

a. **Superintendent Evaluation Process Outline** - *Tessa McKinley*

Tessa offered to discuss the evaluation process with the new members. She reviewed the important dates and offered to include the topic at the workshop on May 6th if members would like. Guidance from MASC was to look at the superintendent's evaluation in a slightly different light given the pandemic. Evaluations from members and input from the public are due to Tessa and CC to Beth Petr by June 4.

4. ONGOING BUSINESS

a. **Consent Agenda - VOTE** - *Tessa McKinley*

- i. Approval of Meeting Minutes of 4/1/21
- ii. Recommendation to Approve \$1,000. Donation from RPTSO for Jr High Programs

Adam Klein moved with gratitude, Ginny Kremer seconded and it was unanimously,

VOTED by roll call: to approve the consent agenda.

(YES: Abayaah-Issah, Baum, Cook, Klein, Kremer, Krishnamurthy, McKinley, Petersen, Wang)

b. **Subcommittee and Member Reports**

i. Building Committee - *Adam Klein*

1. FYI: Approved Meeting Minutes

The beams to be used at the "Topping Off" ceremony on May 18th are going to be at Gates, Douglas and the Administration Building for preschoolers and administrators to sign. Blasting is going on right now. Work on the new covered bridge between the two schools is slated to begin in mid-May through late August.

ii. Acton Leadership Group (met 4/8) - Boxborough Leadership (4/20)

John reported that how to distribute the upcoming AARP funding between the Towns and the schools was discussed at ALG. Just like with the CARES funding, the split needs to be equitable between the municipal and school purposes. The money will not be received for awhile so there

is time to figure it out, but it will be a larger amount than the CARES funds so it must be done thoughtfully.

- iii. Statement of Warrants and Recommendation to Approve - **VOTE** - Tessa McKinley

Tessa McKinley moved, Adam Klein seconded and it was unanimously,

VOTED by roll call: see motion in packet

(YES: Abayaah-Issah, Baum, Cook, Klein, Kremer, Krishnamurthy, McKinley, Petersen, Wang)

- b. FYI

5. Adjourn

At 10:12 p.m. Ginny Kremer moved, Adam Klein seconded and it was unanimously,

VOTED by roll call: to adjourn the ABRSC.

(YES: Abayaah-Issah, Baum, Cook, Klein, Kremer, Krishnamurthy, McKinley, Petersen, Wang)

Respectfully submitted,
Beth Petr

List of Documents Used: see agenda

FOR YOUR INFORMATION (FYI)

- a. **Acton Town Meeting is June 21. Boxborough Town Meeting is June 12.**
- b. **Boxborough 2021 Annual Election Calendar**
- c. **Monthly Student Enrollment, April 1, 2021**
- d. **ALG Materials, April 8, 2021**
- e. **Suicide Prevention Training** - Click here [QPR Training Flyer](#) for details and to sign up online. Next one: April 26 from 10 - 12.

ACTON-BOXBOROUGH REGIONAL SCHOOL COMMITTEE (ABRSC)
WORKSHOP DRAFT MINUTES

Auditorium
Administration Building
15 Charter Road, Acton

May 6, 2021
7:00 p.m.

Members Present:	Evelyn Abayaah-Issah, Diane Baum, Kyra Cook, Adam Klein, Amy Krishnamurthy, Tessa McKinley, John Petersen, Nora Shine, Angie Tso, Yebin Wang
Members Absent:	Ginny Kremer
Others:	Ben Blumenthal, Andrew Schwartz, Marie Altieri, Dawn Bentley, Deborah Bookis, Peter Light, Beth Petr,

Tessa called the ABRSC to order at 7:08 p.m.

1. **Welcome**

Mr. Light welcomed everyone to the workshop and introductions were done. It was noted that Ben Blumenthal and Andrew Schwartz joined the meeting although they will not be sworn in as Acton members until after Town Meeting in June. The goal of the workshop is for School Committee members to provide feedback on the district strategy that will be voted at the next meeting.

2. **Discussion (Small Groups/Whole Group)**

Members broke into small groups and were asked to spend a few minutes searching “School Committee pandemic” to see what came up. After sharing their impressions with their group, everyone talked about the common themes. A member summed it up saying that the exercise made him realize the enormity of the pandemic this year. He said it didn’t seem “like a lot” until he read about it now. The enormity of it all – parents trying to help and teach their children, legal implications for school districts, and trying to keep a sense of normalcy, were comments made. Several members felt like they had PTSD and that they needed “to take a big breath”.

3. **Overview of process in developing the strategy**

Mr. Light reviewed the process using the slides in the packet, noting the interruption created by the pandemic.

4. **SWOT Analysis Discussion/Debrief**

Members returned to new groups and discussed the Aggregate SWOT Analysis that they had all contributed to individually prior to the meeting. When they returned to the meeting, each person was given 3 colored stickers for each of the four categories and asked to prioritize the top three subheadings in each category.

a. Critical Strengths, Weaknesses, Opportunities and Threats

- i. ***Which threats most need our attention or they will negatively impact our continued growth as a district?*** (Mr. Light noted that starting with the threats was intentional because it directly affects how the Strengths, Weaknesses and Opportunities are addressed.)

#1 threat by far was not having community support (25 points)

#2 change (15)

#3 racism, hate bias (13)

ii. Which weaknesses could we address that would have the greatest positive impact for our district?

These results were consistent with our goals.

#1 issues of access race/racism/bias (16) 4 put it green

#2 assessment (11)

#3 inconsistent/inequitable outcomes for students (9)

#4 change (8)

iii. Which opportunities should we take advantage of that can propel our work forward?

#1 Engagement in Teaching and Learning (23)

#2 Student support (19)

#3 DEI work (11)

#4 Communication (10)

iv. What are our greatest strengths that we can leverage to most effectively address threats, weaknesses and opportunities

#1 Mission, Vision, Values (17)

#2 Community Value for Education (15)

#3 Diversity (9)

#4 Student Engagement/Motivation (8)

Members agreed that this was a very helpful way to consider priorities and stay focused given all of the information contained in the aggregate document. There aren't many opportunities for members to get the big picture of what the collective group is thinking. It's also very valuable to know the tensions/disagreements that exist between members regarding the categories and priorities. It was noted that some items are not in the School Committee's purview. Given the "green/inexperienced" nature of the current School Committee, some education will be provided based on some of the comments. Mr. Light will share this information with the leadership team as they finalize the District Strategy.

5. Feedback on the District Strategy

Small group discussions of the overarching objectives in the District Strategy considered the following questions and then returned for a group discussion:

- Is there anything there that may have been relevant a year and a half ago, that might not be now?
- Might be missing that we should consider?

- As we exit a pandemic, what should top priorities be in this strategy?
- Other thoughts/feedback?

a) Engaged Learning

- Improve based on best practices learned this past year, including remote learning, rather than focus as it was written, and integrate this into the culture of professional learning.
- Build a community process where each school has an opportunity to create a plan that will allow differentiators between them that are more intentional than apocryphal.
- There must be a shared vision between the community and the school district.
- 1.5 may not be as relevant, but should be maintained, some felt it was not needed.

b) Inclusive Practices

- We need to find a way to do anti-bias and anti-racist training without feel like we are doing anti-bias training.
- What do you mean by “Restorative Justice” – should be defined, more related to the issue than the consequence. Helps students have strong relationships with each other.
- Expansion of diversification of staff is important.
- Inclusive practices will enhance our curriculum
- It’s meaningful learning, in the “real world”.
- Relook at leveling classes that is historically exclusive.
- It’s important to emphasize relationships including student to student, not just student to adult.
- Can we look at our cultures to be sure our unique cultures are all taught in our schools? This should include all of our student body.
- The Policy subcommittee was thanked for their efforts laying this groundwork.

c) Equitable Opportunities and Outcomes

- All Day Kindergarten (ADK) should be a priority, especially now that the federal government wants to offer free preschool.
- Apply what we’ve learned from the Remote Learning Program. It was noted that the flexibility that the Administration had to design this program, based on MTSS, was invaluable. There was also a lack of discussion about disproportionality.
- How do we measure equitable opportunity? Is there a qualitative method other than for math and reading?
- 3rd grade literacy rates are the gateway to learning; 8th grade math proficiency is a gateway to high school success.
- Is ADK the best use for our resources?
- Looking at the full range of students and the gaps due to pandemic, how will all students be challenged to work at their own level?

d) Social-emotional Learning (SEL)

- What does competency mean?
- We need unified language and consistency.
- How will students be comfortable engaging after the pandemic? How will we overcome the loneliness that has been created? How will we make up for the social skills that have been lost this year? Adjusting to being maskless.
- Each student needs to feel accepted and included in their school.

- How will we add opportunity for schools to work collaboratively, projects, teamwork?

Members reviewed the District Strategy 2021 - 2026 in the packet. The Alignment of Objectives and Initiatives graph on page 7 is an early diagram from a School Committee meeting. The more points of intersection, the more important the item is. The diagram will be updated once the new issues are confirmed. Two or three metrics will be decided on for each of the key outcomes and indicators on page 8. The Administration will report on them throughout the year so progress can be measured. Action plans will be built out for the year's initiatives.

6. Wrap Up/ Next Steps

- In the Fall 2021, the Annual District Goals will be presented to the School Committee.
- The School Improvement Plans will be shared with the Committee and approved by the Superintendent in the Fall. Several members were particularly happy about the new process that will make them more consistent in the Fall.
- Build out will continue on the Strategies.

At 9:47 p.m. John Petersen moved, Amy Krishnamurthy seconded and it was unanimously, **VOTED**: to adjourn the ABRSC.

Respectfully submitted,
Beth Petr

List of Documents Used:

Agenda with Discussion Groups, District Strategy: Process Overview 5/6/21, ABRSD District Strategy 2021-2026, Draft School Improvement Plan 2021-2022 for comment, Draft Timeline for Improvement Planning 2021-2022, Aggregate SWOT Analysis, Superintendent's Report of Entry Findings (Spring 2019)



Raymond J. Grey Junior High School
16 Charter Road, Acton, Massachusetts 01720-2995
(978) 264-4700 x3303 FAX (978) 264-3343
Andrew Shen, Principal

Acton-Boxborough Regional School District
James Marcotte, Assistant Principal
Catherine Boege, Assistant Principal
David Lawrence, Assistant Principal

Date: April 15, 2021
To: Acton-Boxborough Regional School Committee
Peter Light, Superintendent of Schools
From: Andrew Shen, RJ Grey Principal
Re: Acceptance of Emerson Hospital Grant/RJ Grey Garden

Dear Peter,

We would like the School Committee to accept this check in the amount of \$1,500.00 from Emerson Hospital (copy attached). This grant has been awarded to offset expenses of the RJ Grey fruit and vegetable garden program.

Please let me know if you have any questions.

Regards,

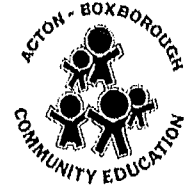
A handwritten signature in black ink, appearing to read 'AShen'.

Andrew Shen

Attachments: as stated




Acton-Boxborough Regional School District
Community Education
15 Charter Road • Acton, MA 01720
978-266-2525 • abce.abschools.org



Erin O'Brien Bettez
Director

To: Acton-Boxborough Regional School Committee

From: Erin Bettez 

Date: April 27, 2021

RE: Grant Monies Received by A-B Community Education

I am pleased to report that A-B Community Ed. applied for and received a \$2,000 grant from the Eastern Bank Charitable Foundation.

Bernadette Keegan applied for this grant. It will be used to enhance programming at this year's Summer Day Program, and may be used to purchase technology or for special events/supplies.

We are excited to put these funds to good use and appreciate Eastern Bank's commitment to supporting the youth of Acton and Boxborough.




Acton-Boxborough Regional School District
Community Education
15 Charter Road • Acton, MA 01720
978-266-2525 • abce.abschools.org



Erin O'Brien Bettez
Director

To: Acton-Boxborough Regional School Committee

From: Erin Bettez 

Date: May 11, 2021

RE: Grant Monies Received by A-B Community Education

I am delighted to report that A-B Community Ed. applied for and received a \$7,000 grant from the Acton-Boxborough United Way. Bernadette Keegan applied for this grant. It will be used to provide scholarships for children to attend this year's Summer Day Program.

The need for affordable child care continues to grow in our community. This award will go directly to supporting local families. We are so thankful to the United Way for their commitment to Acton and Boxborough and look forward to turning their funding into wonderful summer experiences for children!



Acton-Boxborough Regional School Committee

Meeting Agenda Item Summary

MEETING DATE	05-20-21	AGENDA ITEM NUMBER	6.f.i
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AGENDA ITEM TITLE	Building Committee Update
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PRESENTER(S)	Adam Klein
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SUMMARY OF TOPIC	Update on progress
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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 Beth Petr.

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

WELLNESS • EQUITY • ENGAGEMENT

**ACTON-BOXBOROUGH REGIONAL SCHOOL DISTRICT
School Building Committee (SBC) Approved Minutes**

Virtual Public Webinar Meeting

April 14, 2021

To attend: <https://abschools.zoom.us/j/97676739190>

7:00 p.m

Members Present: Marie Altieri; Peter Berry; Mary Brolin; Dennis Bruce; Jason Cole; JD Head; Adam Klein; Amy Krishnamurthy; Gary Kushner; Peter Light; David Martin; Lynne Newman; Maria Neyland; Katie Raymond; Mac Reid; Chris Whitbeck.

Members Absent: Bob Evans; Bill Hart.

Other: Karen Coll; Representatives from Skanska: Chuck Adam, Sovathya Sar, Vincent Vadeboncoeur; Representative from Arrowstreet: Emily Grandstaff-Rice, Larry Spang; Representatives from Consigli: Jeremiah Driscoll, Jay Rodriguez, Jody Staruk; members of the public.

1. Mary Brolin called the meeting to order at 7:01pm.

2. Construction Updates – Consigli /Jay Rodriguez/Jeremiah Driscoll

Jay Rodriguez shared images of the building and site. Steel has been erected in Building A and concrete has been laid. The crew is preparing to turn the third floor over for subcontractors to work. In response to a question from David Martin, Jay clarified that ‘turning over’ a floor means that it is safe for trades other than ironworkers to stand on and to work. Underground trenches for plumbing and utilities have been installed and approved, and they will be filled in. Work is continuing on Buildings B, C and D. Geothermal well installation in Well Field B is complete, with several wells left to complete in Well Field A.

a. Blasting Update

Ledge in one section of the bus access road near the gyms has been removed by hammering, but the rest will be removed by blasting. They are averaging two blasts per day and the rock is fracturing well for removal. Blasting is expected to be completed by April 21st. Some ductbank has been brought onto the site and Eversource has approved having them encased in concrete. A water tap from Arlington Street was installed is beginning to bring water onto the property near the gyms.

b. Tours Recap

Mary commented that the site tour was remarkable. She will post some pictures on Instagram. Katie Raymond asked whether students would be able to tour the site; Jay and Jeremiah Driscoll said that could be arranged, probably during off hours. This would not be a tour of the total job site but that the team would bring the students to a safe area and point out some significant equipment and aspects of the project. The student tour should be arranged soon, before the boardwalk from Douglas is closed for construction. Emily Grandstaff-Rice suggested that we could do a virtual tour with a live Q&A session. Chris Whitbeck said that Jay has been coming over to Douglas to talk and answer students’ questions. Marie Altieri said that student tours should be limited to a small representative group, and that we

would need to be careful to ensure their safety. Jeremiah and Jay showed a sample of the information about construction progress that has been shared with students and posted on the schools' websites.

c. Beams to Sign

Chuck Adam said the topping off ceremony would probably be held the first week in May. Beams for students to sign will be delivered to the schools after vacation week. Chuck suggested blocking off half of the beam that will be at the Preschool and Administration building for SBC members and town committee members to sign. Each beam is about 11 feet long, and will be installed on the canopy of the cafeteria. We can decide how to conduct the ceremony but we should invite representatives from the MSBA as well as our state representatives, School Committee members and members of the Select Boards and Finance Committees of both towns.

d. Other Updates – no other updates at this meeting

3. Permits/Meetings with Acton Town Depts. – Chuck Adam/Jeremiah Driscoll

Jeremiah reported that the Army Corp of Engineers has accepted our permit for the boardwalk. He anticipates construction beginning after May 10th. The boardwalk will be closed from the start of construction through the summer, reopening in time for the start of school in late August.

Emily said the team has filed an amendment to our permit with the town, requesting a variance for additional conditions for the PV installation in the parking lot. They will meet with the Conservation Commission on May 21st. The issue is that the overhang over the parking structure will protrude into the 75-foot wetlands buffer zone; the structure itself does not protrude into the wetlands but we need to ensure that our permit covers the overhang. This issue only affects the parking area on the Gates side of the site; there will be no PV canopies on the Douglas side parking areas. The abutters have been notified and, based on the comments received, the team expects a positive ruling.

Jason Cole asked about sharing the seismograph data from the drilling and blasting; Lynne Newman commented that they could feel the blasting at Gates.

4. School Committee Campus/Building Naming Subcommittee – Adam Klein

Mary said that the School Committee has established a naming committee to be headed by Amy Krishnamurthy. Amy will form a steering committee per School Committee policy; she will reach out to community groups and committees in Acton and Boxborough for nominations and will invite a variety of stakeholders to join the committee. She wants to be sure they include all stakeholder groups in town.

Mac Reid asked for clarification about what was being named, the building or the individual schools; the committee will propose names for the building or the campus but the individual schools will keep their current names. David Martin asked to clarify the difference between a name for the 'campus' versus the building; the terminology was just semantics, an effort to reduce confusion about what the names refer to.

Mary asked about the time frame for coming up with a name, noting that we will need to meet Consigli's time requirements for developing signage. Late October would give Consigli time to identify the location and size of the signage; Emily said the designers also need time to be sure it lays out properly; she said that the preferred timing for the designers would be to have the name in time for a September School Committee review and vote.

5. Master Schedule Updates – Skanska / Chuck Adam

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

Chuck said that the project is still on schedule. The master schedule is tweaked every few days, with items being added as time goes on; all timeframes are tied to the schedule of SBC meetings. The blasting has pushed Jay's timing back somewhat but they have been able to work around that. Chuck has been working through the Project Funding Agreement with the MSBA; they are resolving some outstanding issues and getting final numbers.

The consultants have been meeting with the technology team. Technology equipment will be purchased at the end of the project. They will kick off the furniture and design work soon. David asked if there were any furnishings from the current schools that could be reused. Chuck said that, based on the age of the classrooms among other factors, there wasn't much that could be brought over. David asked if samples from vendors could be tried out in the schools; Chuck said we could do that. We also may be able to combine our purchasing with other schools through the MSBA, which could help manage some costs.

6. Budget Update – Skanska / Chuck Adam

a. Budget Report

Chuck reviewed the monthly OPM report. He noted that we will see the reimbursement percentage fluctuate over time, depending on the types of expenses we submit. He also reminded SBC members that negative numbers on the budget report relate to reclassifications, not overages. These are for soft costs such as fees or additional furniture purchases.; construction contingencies cover hard costs like ledge removal. Funds will be transferred from the owner's contingency line into the regular budget to reduce or eliminate the negative numbers. There is a lot of additional detail behind the numbers, which Chuck can share if needed. We realized savings of almost \$1.6MM on subcontractors whose bids came in lower than expected; these are shown in the construction contingency. Reviewing the cash flow chart, Chuck said that we should expect our outflows to increase as we continue to purchase materials.

b. Contingency Log Review – Including Change Order Reports

The MSBA reviews change orders on a quarterly basis and they are currently reviewing the first round of change orders. We do not yet know how much of the change order work they will reimburse. Change orders #1-5 were primarily for sitework, so some of that work may not be reimbursed. Change order #6, which includes the items highlighted in green in the log, has now been finalized. Items in yellow have been on the list for a while, but some numbers are still being finalized. The remaining cost of ledge removal is now final at \$475K. The last section of the report shows amounts covered by the owner's contingency. item # 25 in this section is for consultants who will come back at intervals after the building is occupied to ensure that we are meeting our net zero goals. The MSBA will also verify that our sustainability goals have been met.

Gary Kushner asked for clarification of what was included in items # 87, 89 and 97. Item # 87 is for an additional fire rating due to a reinterpretation of a new building code; AHJ stands for Authority Having Jurisdiction. Item # 89 is for mechanical piping and enclosure; Emily said that, due to open bidding, we may not know in advance which manufacturer we'll get. Item # 97 is for beefing up the structural steel for the rooftop units. Chuck noted that some of the numbers are placeholders, not firm numbers.

7. Invoice Approval – Mary Brolin/ Chuck Adam

Chuck reviewed the invoices included in the package. He noted that this is the 34th invoice package the committee has reviewed. The invoice totals are expected to increase over the next few months as construction continues.

Adam Klein moved, Mac Reid seconded and, by a roll call vote, the invoice package totaling \$2,227,346.25 was approved by the committee. *(Yes: Altieri, Berry, Brolin, Bruce, Head, Klein, Krishnamurthy, Kushner, Light, Martin, Newman, Neyland, Raymond, Reid, Whitbeck. Abstain: Cole. Absent: Evans, Hart.)*

8. Minutes – Approve Minutes from Previous Meeting(s) – Mary Brolin

David Martin moved, Maria Neyland seconded and, by a roll call vote, the minutes of the March 10, 2021 SBC meeting were approved as written. *(Yes: Brolin, Bruce, Head, Klein, Krishnamurthy, Kushner, Martin, Newman, Neyland, Raymond, Reid, Whitbeck. Abstain: Altieri, Berry, Cole, Light. Absent: Evans, Hart.)*

9. Adjourn

Mary reminded committee members that the next SBC meeting will be May 12th. Maria Neyland moved, Adam Klein seconded and, by a roll call vote, the meeting was adjourned at 8:15pm. *(Yes: Altieri, Berry, Brolin, Bruce, Cole, Head, Klein, Krishnamurthy, Kushner, Light, Martin, Newman, Neyland, Raymond, Reid, Whitbeck. Absent: Evans, Hart.)*

Respectfully submitted,
Karen Coll

Documents Used:

OPM Monthly Report, March 2021

Invoice Package

Draft Minutes of the March 10, 2021 SBC Committee Meeting

Next Building Committee Meetings (all meetings virtual until further notice):

May 12, 2021

June 9, 2021

July 14, 2021

August 11, 2021

September 8, 2021

**ACTON-BOXBOROUGH REGIONAL SCHOOL DISTRICT
School Building Committee (SBC) Approved Minutes**

Virtual Public Webinar Meeting

March 10, 2021

To attend: <https://abschools.zoom.us/j/97676739190>

7:00 p.m

Members Present: Mary Brolin; Dennis Bruce; Bob Evans; Bill Hart; JD Head; Amy Krishnamurthy; Gary Kushner; Lynne Newman; Maria Neyland; Katie Raymond; Mac Reid; Chris Whitbeck.

Members Absent: Marie Altieri; Peter Berry; Jason Cole; Adam Klein; Peter Light; David Martin.

Other: Karen Coll; Representatives from Skanska: Chuck Adam, Vincent Vadeboncoeur; Representative from Arrowstreet: Emily Grandstaff-Rice, Katy Lillich; Representatives from Consigli: Jeremiah Driscoll, Jay Rodriguez; members of the public.

1. Mary Brolin called the meeting to order at 7:04pm.

2. **Construction Updates** – Consigli /Jay Rodriguez/Jeremiah Driscoll

Jay Rodriguez showed images of the construction progress. Almost all of Building A and part of Building B have been erected. Level 2 of Building A is almost complete, and work will be starting with the electricians, plumbers, pipefitters and other subcontractors. A stair tower to reach the upper levels of Building A during construction has been erected. Large girders have been installed in the gym areas. The first concrete placement is anticipated by late March. Building C has been prepped for structural steel. Once that work has been completed, the crane will be moved out of the cafeteria area in order to erect that building. The geothermal wells in Well Field B have been mostly installed, with the installation of horizontal piping for the system to begin the week of March 15th. Work will continue on Well Field A. Excavation of the areas for the bus access and loop has started, and ledge is becoming exposed. As a fun fact, Jay said that over 21,000 bolts will be installed in Buildings A, B, C and D.

Jeremiah Driscoll said that 68 test probes have been done and they discovered about 1,300 cubic yards of ledge. It would cost about \$300/cu yd to remove the ledge by blasting compared with about \$450/cu yd to remove it by hammering. There would also be a significant time differential. Therefore, they will blast the ledge in order to minimize costs and reduce the impact on the overall schedule. They will need to file a permit with the fire department and then develop a plan for blasting; they will work with the school on the timing. The team plans to hold a community virtual meeting to discuss any concerns or questions about the blasting. Jeremiah wants to assure the community that, while there will be some noise and other effects from the blasting, intrusive effects will be minimal. He showed a video example of the blasting process. Chuck shared his experiences with blasting on several projects without damage to abutters. Chuck and

Jeremiah spoke highly of the blasting subcontractor, Main Drilling and Blasting. Blasting will need to start by late March to get the accessway open on time for the start of school on August 30th.

Katie Raymond asked how long the blasting would take; Jay said that it would probably take about 20 work days, with one or two blasts each day, but that estimate will be defined more closely after meeting with the blasting firm and developing a plan. He expects the blasting process will be mobilized by the end of March. Mary noted that the hybrid students will be back full time on April 5th, increasing the number of students in the building while blasting is taking place; Jay said the blasting wouldn't have an impact on students' ability to be in the school building.

Mary asked if meeting attendees had questions. The Mardens asked for more specific information about where the blasting would be done; Jeremiah showed an illustration of the blasting area, which will be in an area adjacent to the side of the building. There were no other questions.

Gary Kushner asked about setting up the next site visit. Jay suggested waiting until the 2nd or 3rd week of April so visitors could tour the upper levels. Karen Coll, Jay and Jeremiah will coordinate site visit times during the 2nd week of April. Karen will also work with Chuck, Jeremiah and Jay to coordinate a community forum to discuss the blasting process.

3. Permits/Meetings with Acton Town Depts. –Chuck Adam/Jeremiah Driscoll

The only upcoming permit is for the pedestrian bridge, which will be issued by the Army Corps of Engineers. The engineers and designers are working on preparations for that permit.

4. Design/Color Selection Updates – Consigli & Arrowstreet

a. Boardwalk Design Review – review of colors, design, and samples

Katy Lillich shared illustrations of the sample materials that had been on display for SBC members to view. She said that composite decking is very durable, and that it will be in a traditional wood color with a grayish tone, in combination with gray roofing material. She showed the plan for the boardwalk, which will be in the same location as the current bridge, along with elevation drawings that showed braided wire handrails and other construction details. Mary asked if the lights would be solar powered or if there would be another source of power; Katy said they would be LEDs and that we would probably need another source of power besides solar but the specs have not been finalized yet. Conduit for lighting is in the architectural plans. Chuck added that the connection was likely to come from the last lighting pole in the new Douglas parking lot, which would be the shortest run, but that they were still working with construction and electrical designers. Construction of the boardwalk is scheduled to start in May 2021 and to be completed in time for the start of school in August 2021.

b. Review new basketball court layout

Katy showed plans for the playground basketball court, starting with an overall landscape plan. The initial plan was to have three hoops in the bus turnaround but it was determined that wouldn't be possible because there won't be enough staff to supervise both the front and the back of the building; there were also concerns that loose balls could wind up in the parking lot or hitting the doorways. Another option was to locate them adjacent to the building at the back but there were also concerns

that balls could go into the parking lot. The current plan is to locate two half courts near the entrance to the loading dock and cafeteria area.

5. Master Schedule Updates – Skanska / Chuck Adam

The MSBA agreed to postpone finalizing the Project Funding Agreement (PFA) until the final subcontractors and their costs are in place; this would still fit within their schedule. Chuck and Jeremiah are working to resolve these details. The project team is starting to think about furniture and technology, and will be kicking off discussions with district staff about their needs. Mary said that teachers and staff should be involved with furniture decisions since they will be the users, rather than the SBC.

There will be a topping off ceremony, which Chuck described as a ‘big deal.’ All of the contractors on site, members of the SBC, representatives of the towns and the MSBA and others will be invited. The plan is to have all the Douglas and Gates students sign a beam and then to have the ceremony.

6. Budget Update – Skanska / Chuck Adam

a. Budget Report

Chuck reviewed the new format for the OPM monthly report; in Sovathya Sar’s absence, Victoria Clifford has been helping to revamp this report. The front page included a budget summary as well as projected schedule milestones and a 30-day look-ahead. Skanska has submitted ProPay reimbursement requests totaling more than \$21.7MM to the MSBA to date, and reimbursements are continuing to track at an approximate rate of 46.5% but Chuck noted that the site costs are getting close to the 8% MSBA cap. Mary commented that it looked very clean and easy to read. Lynne Newman asked about the target completion date of October 22nd for the boardwalk; Chuck said that the date allows time for all the finish work but the boardwalk will be accessible by the time school starts on August 30th.

Following the cover page, Chuck showed a budget report in the format used by the MSBA. He emphasized that negative numbers show items that need to be recategorized, not items that are over budget. This report also showed transfers from the Owner’s Contingency fund, describing the amounts and what they were for. Chuck then reviewed the revised cash flow chart, noting that the large uptick in actual cash flow in October 2020 was because that was when the steel and other packages had been awarded. A second cash flow chart showed just the Consigli expenses. The final pages of the report contained a high level Master schedule, which was being updated.

b. Contingency Log Review – Including Change Order Reports

Chuck reviewed the submitted changes. Five items in green had already been approved; an additional six items in gold were being finalized and cost numbers resolved. One item for ledge blasting was still in a preliminary phase, shown in yellow; the amount had not yet been finalized and it could be higher than the \$472K shown. Chuck also reviewed a list of change orders that will have cost impact related to PV ductbank and wiring; he and JD Head will be discussing these items with Nexamp.

7. Invoice Approval – Mary Brolin/ Chuck Adam

Chuck said that going forward he would send out abbreviated versions of the invoice packet because the full packet is too large to email; the full packet will still be available through a link. He reviewed the abbreviated

summary. Wind River does septic pumping, which they are trying to do during off hours to reduce odors during school hours.

Bob Evans moved, Katie Raymond seconded and, by a roll call vote, the invoice package in the amount of \$2,168,715.84 was unanimously approved. *(Yes: Brolin, Bruce, Evans, Hart, Head, Krishnamurthy, Kushner, Newman, Neyland, Raymond, Reid, Whitbeck. Absent: Altieri, Berry, Cole, Klein, Light, Martin.)*

8. Minutes – Approve Minutes from Previous Meeting(s) – Mary Brolin

Bob Evans moved, Maria Neyland seconded and, by a roll call vote, the minutes of the February 10, 2021 SBC meeting were unanimously approved as written. *(Yes: Brolin, Bruce, Evans, Hart, Head, Krishnamurthy, Kushner, Newman, Neyland, Raymond, Reid, Whitbeck. Absent: Altieri, Berry, Cole, Klein, Light, Martin.)*

9. Adjourn

Mary reminded the committee that the next meeting would be April 14th and that we would coordinate the next site visits. Amy Krishnamurthy moved, Gary Kushner seconded and, by a roll call vote, the meeting was adjourned at 8:13pm. *(Yes: Brolin, Bruce, Evans, Hart, Head, Krishnamurthy, Kushner, Newman, Neyland, Raymond, Reid, Whitbeck. Absent: Altieri, Berry, Cole, Klein, Light, Martin.)*

Respectfully submitted,
Karen Coll

Documents Used:

ABRSD Construction Site Update
Illustrations of Sample Boardwalk Materials
Boardwalk Design Elevations
Proposed Playground Basketball Court Layout
OPM Monthly Report
Invoice Packet
Draft Minutes of the February 10, 2021 SBC Meeting

Next Building Committee Meetings (all meetings virtual until further notice):

April 14, 2021
May 12, 2021
June 9, 2021
July 14, 2021
August 11, 2021
September 8, 2021



Acton-Boxborough Regional School Committee

Meeting Agenda Item Summary

MEETING DATE	05-20-21	AGENDA ITEM NUMBER	4.b..iii
AGENDA ITEM TITLE	Statement of Warrants and Recommendation to Approve		
PRESENTER(S)	Tessa McKinley		
SUMMARY OF TOPIC	Warrants are the listing of all payments made by the school district for the period, including payroll, vendors and others. The School Committee approves these at every meeting.		
WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?			
	No action requested - this is a short update or presentation of information		
	Request input and questions from the School Committee, but no vote required		
X	Request formal action with a specific vote:		
		If formal action is requested, is this item being presented:	
			for the first time, with a request that the School Committee vote at a subsequent meeting OR
		X	with the request that the School Committee take action immediately
If formal action is requested, include a suggested motion or contact Beth Petr.			
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

May 20, 2021

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 tonight's regular meeting.

The Warrant 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)
 - Declining balance register of payments ("Declining Dollar report")
 - Warrant detail (payments by vendor)
2. (payroll)
 - Payroll Warrant summary

As you know, these Warrants are customarily provided to you in hard copy format for your review and manual signature. Obtaining your approval in this manner will eliminate the future need to produce what could be many paper reports, all requiring your signatures.

Thank you for your consideration and cooperation with this request.



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<u>Warrant Type</u>	<u>Date</u>	<u>Warrant #</u>	<u>Amount</u>
PAYROLL	04/22/21	P2122	\$ 2,530,250.63
	05/06/21	P2123/P2123T	\$ 2,695,156.33
VENDOR	04/15/21	21-021 (AP Vendor)	\$ 1,160,268.67
	04/22/21	21-022PR (Payroll deductions)	\$ 1,130,380.85
	04/29/21	21-022 (AP Vendor)	\$ 1,531,360.69
	05/06/21	21-023 (Payroll deductions)	\$ 548,404.50
	05/13/21	21-023 (AP Vendor)	\$ 1,688,175.38

Recommended Motion Wording

I move that the School Committee vote to approve:

Payroll warrant(s) as follows –

Number P2122	dated 4/22/2021	in the amount of	\$2,530,250.63;
Number P2123/P2123T	dated 5/6/2021	in the amount of	\$2,695,156.33;

Payroll deduction warrant(s) as follows –

Number 21-022PR	dated 4/22/2021	in the amount of	\$1,130,380.85;
Number 21-023PR	dated 5/6/2021	in the amount of	\$ 548,404.50;

Vendor warrant(s) as follows –

Number 21-021	dated 4/15/2021	in the amount of	\$1,160,268.67;
Number 21-022	dated 4/29/2021	in the amount of	\$1,531,360.69;
Number 21-023	dated 5/13/2021	in the amount of	\$1,688,175.38.



Acton-Boxborough Regional School Committee

Meeting Agenda Item Summary

MEETING DATE	05-20-21	AGENDA ITEM NUMBER	6.g
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?			
X	No action requested - this is a short update or presentation of information		
	Request input and questions from the School Committee, but no vote required		
	Request formal action with a specific vote:		
	If formal action is requested, is this item being presented:		
		for the first time, with a request that the School Committee vote at a subsequent meeting OR	
		with the request that the School Committee take action immediately	

If formal action is requested, include a suggested motion or contact Beth Petr.

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

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

WELLNESS • EQUITY • ENGAGEMENT



Luther Conant School

80 Taylor Road

Acton, MA 01720

978-266-2550 www.conant.abschools.org

Abigail C. Dressler, Interim Principal



To: Peter Light, Superintendent of Schools
From: Abigail Dressler, Interim Principal
RE: Conant Elementary School donations
Date: April 13, 2021

We want to alert you of the following families' generous donations of picnic tables for Conant students' use:

Mr. & Mrs. William Barker (Charles, 6th grade)
9 Adeline Way
Acton, MA 01720

Mr. & Mrs. Balvinder Vig (Laiken, Kindergarten)
8 Fernwood Road
Acton, MA 01720

Mr. & Mrs. Jeffrey Roberts (Sloane, 4th grade; Eli, 2nd grade)
53 Stoneymeade Way
Acton, MA 01720

Mr. Zhu & Ms. Zhang (Selina, 6th grade)
3 Castle Drive
Acton, MA 01720

Mr. Vichiatt Netto & Ms. Ferreira dos Reis Vichiatt (Makenzie, 3rd grade)
11 Davis Road, Apartment A12
Acton, MA 01720

They have each been sent personalized thank you cards from the Conant office staff.

Town of Acton Multi-Year Financial Model

Prepared by the Board of Selectmen, School Committee, and Finance Committee

Town Meeting Recommendation for FY22

Estimates for FY23 and FY24 are for planning purposes only and are subject to change

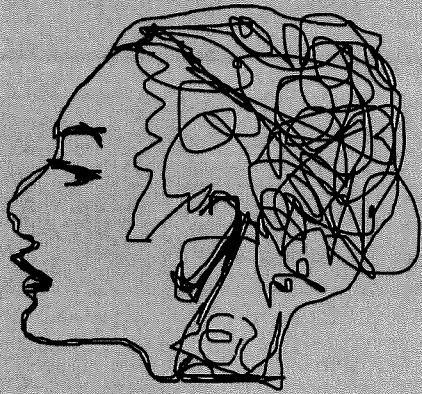
13-May-21

Summary	Tax Recap FY21	Projection FY22	Projection FY23	Projection FY24
Municipal Funding Sources:				
Tax Levy (excluding debt exclusion)	\$ 89,471,735	\$ 92,613,103	\$ 95,495,153	\$ 98,600,032
State Aid	\$ 1,398,000	\$ 1,398,000	\$ 1,398,000	\$ 1,398,000
Local Receipts	\$ 5,561,973	\$ 5,561,968	\$ 5,561,968	\$ 5,561,968
Debt Exclusion	\$ 2,475,848	\$ 2,410,612	\$ 2,336,107	\$ 1,685,139
North Acton Fire Station Debt	\$ 75,000	\$ 454,000	\$ 459,000	\$ 459,000
ABRSD Elementary School Debt	\$ 2,929,370	\$ 2,931,650	\$ 2,931,650	\$ 2,929,100
Estimate of Minuteman Building Project Debt	\$ 335,426	\$ 449,303	\$ 450,000	\$ 450,000
SBAB Reimbursement	\$ 923,000	\$ 923,000	\$ 923,000	\$ 923,000
Add: Stabilization (for capital)	\$	\$ 658,997	\$	\$
Add: Town Free Cash (for capital)	\$ 1,163,738	\$ 595,000	\$ 1,000,000	\$ 1,000,000
Acton Total Funding Sources	\$ 104,334,090	\$ 107,995,633	\$ 110,554,878	\$ 113,006,239
Allocation to Budgets				
Municipal Budget	\$ 36,865,202	\$ 37,807,832	\$ 38,942,067	\$ 40,110,328.97
Municipal Budget % Change	2.80%	2.56%	3.00%	3.00%
North Acton Fire Station Debt	\$ 75,000	\$ 454,000	\$ 459,000	\$ 459,000
Total Municipal Budget	\$ 36,940,202	\$ 38,261,832	\$ 39,401,067	\$ 40,569,329
Municipal Budget % Change - With New Debt	3.01%	3.58%	2.98%	2.97%
ABRSD Assessment (net of E&D usage)	\$ 62,654,679	\$ 64,612,278	\$ 66,807,456	\$ 69,076,527
ABRSD Operating Budget % Change	2.73%	2.67%	3.40%	3.40%
ABRSD Elementary School Debt	\$ 2,929,370	\$ 2,931,650	\$ 2,931,650	\$ 2,929,100
Total ABRSD Assessment	\$ 65,584,049	\$ 67,543,928	\$ 69,739,106	\$ 72,005,627
ABRSD Assessment % Change - With New Debt	7.10%	2.99%	3.25%	3.25%
Minuteman Assessment	\$ 1,397,557	\$ 1,740,570	\$ 2,346,298	\$ 2,425,726
Minuteman Assessment % Change	20.07%	24.54%	34.80%	3.39%
Estimate of Minuteman Building Project Debt	\$ 335,426	\$ 449,303	\$ 450,000	\$ 450,000
Total Minuteman Assessment	\$ 1,732,983	\$ 2,189,873	\$ 2,796,298	\$ 2,875,726
Minuteman Assessment % Change - With New Debt	19.05%	26.36%	27.69%	2.84%
Total Acton Budgets	\$ 104,257,234	\$ 107,995,633	\$ 111,936,471	\$ 115,450,682
Net Position	\$ 76,855	\$ (0)	\$ (1,381,593)	\$ (2,444,442)

Table 6 Data	FY21 ABRSD Revenues	FY22 ABRSD Revenues	FY23 ABRSD Revenues	FY24 ABRSD Revenues
ABRSD Funding Sources:				
State AID Ch.70	\$ 15,345,811	\$ 15,345,811	\$ 15,496,000	\$ 15,280,000
Transportation	\$ 2,097,225	\$ 2,097,225	\$ 2,097,225	\$ 2,097,225
Regional Bonus Aid & Misc Revenue	\$ 567,500	\$ 567,500	\$ 617,500	\$ 275,000
Charter School Aid	\$ 50,000	\$ 50,000	\$ 50,000	\$ 35,000
Excess & Deficiency (Acton share est. @ 84.8%)	\$ 966,000	\$ 846,000	\$ 845,000	\$ 432,480
Total	\$ 19,026,536	\$ 18,906,536	\$ 19,105,725	\$ 18,119,705

Additional OPEB Contribution	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000
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Town of Acton - Tax Impact	FY21	FY22	FY23	FY24
Total Valuation ('000s)	\$ 4,743,584	\$ 4,878,044	\$ 5,023,102	\$ 5,173,795
Tax Rate	\$ 20.23	\$ 20.38	\$ 20.38	\$ 20.26
SF Value	\$ 617,888	\$ 636,425	\$ 655,517	\$ 675,183
% Change in SF Value	0.83%	3.00%	3.00%	-
SF Tax Bill	\$ 12,503	\$ 12,970	\$ 13,360	\$ 13,682
% Change in SF Tax Bill	6.05%	3.74%	3.00%	2.41%
\$ Change in SF Tax Bill	\$ 713	\$ 467	\$ 390	\$ 323



WORRIED ABOUT A FRIEND OR LOVED ONE?

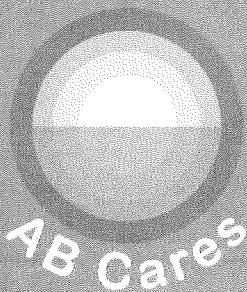
**YOU NEVER KNOW
WHEN YOU MAY BE
CALLED UPON TO
HELP.**

**PLEASE JOIN US IN
SAYING YES TO
SAVING A LIFE.**

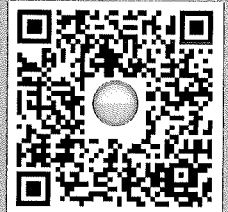
Question, Persuade, Refer (QPR)
teaches three simple steps anyone can
learn to help save a life.

As a QPR-trained Gatekeeper you will learn to:

- Recognize the warning signs of suicide
- Know how to offer hope
- Know how to get help and save a life



We are unable to record QPR training sessions.
To sign up for one of the QPR sessions listed below,
scan the QR code or click here: bit.ly/ABQPR.



ONLINE Training Dates and Times:

Wednesday, December 9, 2020.....	7:00pm-9:00pm
Tuesday, January 5, 2021.....	7:00pm-9:00pm
Wednesday, February 24, 2021.....	1:00pm-3:00pm
Thursday, March 25, 2021.....	7:00pm-9:00pm
Monday, April 26, 2021.....	10:00am-12:00pm
Wednesday, June 2, 2021.....	7:00pm-9:00pm

AB CARES IS A COMMUNITY-BASED COLLABORATIVE EFFORT THAT SEEKS TO PREVENT
SUICIDE ACROSS THE LIFE SPAN AND SUPPORT ALL WHO ARE IMPACTED BY SUICIDE.

ABSAF Spring 2021

Sports, Clubs and Activities Update

GIRLS VOLLEYBALL



AB Girls Volleyball had a fantastic 2021 season, despite the circumstances. Varsity ended with a winning record of 7-5 overall. Justine Amory, Chloe Hamilton, and Rachel LaPorte were all pivotal on the court this spring. The season ended in a unique way due to COVID 19, with a senior celebration where seniors and juniors scrimmaged against sophomores and freshmen.

Junior Varsity A finished their season with a record of 3-2 and Junior Varsity B finished with a record of 4-1.

We wish the seniors the best of luck in college next year!

ECONOMICS AND INVESTING CLUB

The Economics and Investing Club, one of AB's newest clubs, focuses on the economy, finance, and stock market. The student leaders started this club in order to foster a community where students who are passionate about economics and financial literacy can come together to learn. Many economics concepts are applicable to the real world, so the club aims to educate and expand awareness.

Within the club there are 2 sections: YIS (Young Investors Society) and competition. The YIS section learns and discusses investing, and also competes in investing competitions. The competition section focuses on economics, AP exams, and preparation for competitions. The club participates in competitions such as the Wharton Investment Challenge, Harvard Economics Challenge, and the National Economics Challenge at the end of April.



FOOTBALL



It's certainly not every year that football is played in the spring, but regardless of the month, temperature, Covid regulations, and MIAA rules, the Acton-Boxborough Football team did not disappoint during this unusual 2021 season.

With the win column consisting of some big victories against rival DCL towns and finishing with a record of 5-1, the boys made it a Season to remember.

Led by senior captains Sean Kelley, Graham Brady, Jed Hogard, and Alex Berrouet, AB started off their season 4-0, with wins against Waltham, Westford, Concord-Carlisle, and Newton South. Their only loss came in a one-score game with Lincoln Sudbury. Finishing on a high note, AB concluded their season with a 29-21 win against Wayland.

With the MIAA rules changing week to week, players were able to overcome the challenges faced with this Covid-disrupted season and turn this abnormal situation into a phenomenal season.

FUTURE BUSINESS LEADERS OF AMERICA

FBLA is one of ABRHS's business clubs, where students learn about what it takes to be a business leader through career development, building leadership and networking skills, and understanding the American Business Enterprise. Guest speakers from major corporations and small businesses come to help the club, and activities like stock market tournaments and entrepreneurship exercises run throughout the year.

FBLA is a great place to connect to the community with our fundraising and community service initiatives. At the end of the year, FBLA has a statewide and nationwide competition on a variety of different business practices that members can participate in. This year, AB FBLA has just finished their State Leadership Conference and every member placed!



THE TORCH



The Torch is ABRHS's yearbook club, led by Ms. Hammond. Each week from September to March, the staff works on both the design and layout of the yearbook. The end result is an impressive collection of photos and memories to treasure.

Past yearbook designs have included themes such as "Humans of AB" or "Seeing 2020." Torch staff interview teachers, photograph clubs, and reach out to seniors for surveys and superlatives as well. As always, yearbooks will be distributed to the Class of 2021 at graduation!

UPCOMING EVENTS

5/4 Varsity Softball (H) 4pm vs Bedford

Varsity Boys Lacrosse (H) 4pm vs Wayland

5/6 Varsity & JV Girls Lacrosse (H) 4pm vs Weston

Varsity & JV Boys Lacrosse (A) 4pm vs Weston

5/7 Freshman Boys Lacrosse (H) 4pm vs Andover

5/10 Varsity & JV Girls Tennis (H) 4pm vs Waltham

Varsity & JV Boys Tennis (A) 4pm vs Waltham

Varsity Softball (H) 4pm vs Waltham

Freshman Baseball (H) 4:15pm vs Waltham

Varsity & JV Baseball (A) 6pm vs Waltham

5/11 Varsity Boys Volleyball (A) 4pm vs Westford

JV Boys Volleyball (A) 5:30pm vs Westford

Varsity Girls & Boys Track (H) 4pm vs CC

Varsity & JV Girls Lacrosse (H) 4pm vs Waltham

Varsity & JV Boys Lacrosse (A) 4pm vs Waltham

GO AB!!!

SUCCESSFUL SPRING FUNDRAISER!

APRIL SHOWERS BRING MAY FLOWERS

ABSAF held a successful fundraiser in April. We sold over 300 beautiful pansies and 100 AB logo umbrellas (for use during those spring showers :)

Thank you to all those who participated for your continued support of ABSAF!



ACTON-BOXBOROUGH REGIONAL SCHOOLS 2020-2021

	Sept. 1				Oct. 1				Nov. 1				Dec. 1				Jan. 1				Feb. 1				Mar. 1				Apr. 1				May 1			
Levels	A	B	C	Tot	A	B	C	Tot	A	B	C	Tot	A	B	C	Tot	A	B	C	Tot	A	B	C	Tot	A	B	C	Tot	A	B	C	Tot				
*Preschool services	11	4	0	15	11	4	0	15	11	3	0	14	11	3	0	14	12	4	0	16	13	4	0	17	9	3	0	12	15	5	0	20	14	5	0	19
Pre-school	55	15	3	73	55	15	3	73	55	14	3	72	56	15	3	74	57	16	3	76	59	20	3	82	61	22	3	86	60	20	3	83	60	20	3	83
Preschool Total	55	15	3	73	55	15	3	73	55	14	3	72	56	15	3	74	57	16	3	76	59	20	3	82	61	22	3	86	60	20	3	83	60	20	3	83
K	223	55	8	286	223	55	8	286	224	56	8	288	223	56	8	287	222	56	8	286	223	57	8	288	223	57	8	288	223	56	8	287	222	56	8	286
1	267	51	3	321	267	51	3	321	267	51	3	321	268	51	3	322	270	51	3	324	268	51	3	322	267	51	3	321	268	51	3	322	269	51	3	323
2	294	65	6	365	294	65	6	365	295	64	6	365	294	64	6	364	295	65	6	366	296	65	6	367	296	65	6	367	297	65	6	368	300	64	6	370
3	299	70	3	372	299	70	3	372	298	71	3	372	301	72	3	376	303	72	3	378	302	72	3	377	306	72	3	381	307	72	3	382	307	72	3	382
4	337	61	6	404	337	61	6	404	337	60	6	403	337	60	6	403	337	59	6	402	342	58	6	406	341	58	6	405	341	58	6	405	340	58	6	404
5	314	69	6	389	314	70	6	390	313	71	6	390	312	71	6	389	311	72	6	389	311	72	6	389	312	72	6	390	310	72	6	388	310	72	6	388
6	343	66	6	415	342	66	6	414	340	65	6	411	342	65	6	413	342	65	6	413	340	65	6	411	341	65	6	412	341	66	6	413	343	66	6	415
Elem Sub Total	2077	437	38	2552	2076	438	38	2552	2074	438	38	2550	2077	439	38	2554	2080	440	38	2558	2082	440	38	2560	2086	440	38	2564	2087	440	38	2565	2091	439	38	2568
OOD Pre k-6	14	3	0	17	14	3	0	17	15	3	0	18	12	1	0	13	12	1	0	13	12	1	0	13	13	2	0	15	10	2	0	12	10	2	0	12
Elem. Total	2091	440	38	2569	2090	441	38	2569	2089	441	38	2568	2089	440	38	2567	2092	441	38	2571	2094	441	38	2573	2099	442	38	2579	2097	442	38	2577	2101	441	38	2580
7	352	50	6	408	353	50	7	410	353	50	7	410	354	51	7	412	355	51	7	413	355	51	7	413	355	51	7	413	354	52	7	413	354	52	7	413
8	355	57	9	421	354	58	9	421	354	58	9	421	353	58	9	420	353	58	9	420	353	58	10	421	354	58	10	422	354	58	10	422	354	58	10	422
J.H.S. Total	707	107	15	829	707	108	16	831	707	108	16	831	707	109	16	832	708	109	16	833	708	109	17	834	709	109	17	835	708	110	17	835	708	110	17	835
9	332	62	12	406	332	62	12	406	332	62	12	406	332	62	12	406	333	61	12	406	335	61	12	408	334	61	12	407	335	61	11	407	335	61	11	407
10	391	67	7	465	391	67	7	465	390	67	7	464	392	68	7	467	389	69	7	465	392	69	7	468	393	67	7	467	392	67	7	466	392	67	7	466
11	381	65	4	450	381	65	4	450	382	65	4	451	382	65	4	451	382	65	4	451	381	65	4	450	381	65	4	450	381	65	4	450	381	64	4	449
12	348	75	3	426	348	75	3	426	349	75	3	427	348	76	3	427	348	76	3	427	349	76	3	428	350	75	3	428	350	75	3	428	350	75	3	428
13	3	1	0	4	3	1	0	4	3	1	0	4	3	1	0	4	3	1	0	4	3	1	0	4	3	1	0	4	3	1	0	4	3	1	0	4
P.G.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
H.S. Total	1455	270	26	1751	1455	270	26	1751	1456	270	26	1752	1457	272	26	1755	1455	272	26	1753	1460	272	26	1758	1461	269	26	1756	1461	269	25	1755	1461	268	25	1754
Secondary Total	2162	377	41	2580	2162	378	42	2582	2163	378	42	2583	2164	381	42	2587	2163	381	42	2586	2168	381	43	2592	2170	378	43	2591	2169	379	42	2590	2169	378	42	2589
OOD 7-13	59	13	0	72	59	13	0	72	60	13	0	73	58	13	0	71	62	12	0	74	62	12	0	74	58	12	0	70	58	12	0	70	57	12	0	2996
Reg. Total	2221	390	41	2652	2221	391	42	2654	2223	391	42	2656	2222	394	42	2658	2225	393	42	2660	2230	393	43	2666	2228	390	43	2661	2227	391	42	2660	2226	390	42	5585
Preschool Total	55	15	3	73	55	15	3	73	55	14	3	72	56	15	3	74	57	16	3	76	59	20	3	82	61	22	3	86	60	20	3	83	60	20	3	83
Elem Total	2091	440	38	2569	2090	441	38	2569	2089	441	38	2568	2089	440	38	2567	2092	441	38	2571	2094	441	38	2573	2099	442	38	2579	2097	442	38	2577	2101	441	38	2580
Secondary Total	2221	390	41	2652	2221	391	42	2654	2223	391	42	2656	2222	394	42	2658	2225	393	42	2660	2230	393	43	2666	2228	390	43	2661	2227	391	42	2660	2226	390	42	2658
Grand Total	4367	845	82	5294	4366	847	83	5296	4367	846	83	5296	4367	849	83	5299	4374	850	83	5307	4383	854	84	5321	4388	854	84	5326	4384	853	83	5320	4387	851	83	5321

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

A = ACTON Pre-School In D. = In Distric Distribution:
 B = BOXBOROUGH P.G. = Post Graduates
 C = Choice/Staff/Tuitio Ungr. = Ungraded

P. Light D. Verdolino All Principals (2)
 M. Altieri A. Bisewicz
 D. Bookis K. Nelson
 D. Bentley J. Nichols/J. LaShombe
 S. Cunningham

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

REV: 5.16.2021

Actual Acton-Boxborough Grade K-6

Grade	Acton Students attend	Blanchard				Total		Conant		Total		Douglas		Total		Gates		Total		McCarthy-Towne				Total		Merriam				Total		Total	in person	In Person Sections	Average size
K		24	22	12	58			20	20			22	21	43			24	24			22	20	42			18	19	37			286	224	11	20.4	
	15																																		
Gr. 1			21	23	44			18	19	37		16	17	15	48		23	23			21	20	41			18	18	18	54		323	247	13	19	
	12																																		
Gr. 2		19	18	19	56			20	20	40		18	19	37		15	16	31			20	19	19	58			24	25	49		370	271	14	19.4	
	27																																		
Gr. 3		21	21	20	62			23	23	46		18	18	36		24	24			22	22	22	66			23	23	46		382	280	13	21.5		
	15																																		
Gr. 4		18	19	16	53			17	17	17	51		19	20	39		23	22	45		21	21	20	62		21	21	18	60		404	310	16	19.4	
	21																																		
Gr. 5			21	23	44			12	14	26		19	19	18	56		21	21	42		19	18	17	54		16	18	16	50		388	272	15	18.1	
	4																																		
Gr. 6		19	20	17	56			16	18	34		21	19	19	59		21	21	42		24	24	23	71		20	19	18	57		415	319	16	19.9	
	15																																		
	109																																		
Total in person		373				254				318				231				394				353				1923				98	19.6				
Total Elementary		487				406				377				368				489				441				2568				98					

Actual Acton-Boxborough Grade K-6

Remote Grades	Blanchard	Conant	Douglas	Gates	McCarthy-Towne	Merriam	Total RLP	Total Sections	Avg. Size
K									
Gr. K	11	14	6	10	9	12	62	4	15.5
Gr. 1	10	23	9	15	14	5	76	4	19.0
Gr. 2	27	26	7	16	13	10	99	5	19.8
Gr. 3	19	25	7	17	19	15	102	5	20.4
Gr. 4	16	24	11	21	11	11	94	4	23.5
Gr. 5	21	21	11	26	16	21	116	5	23.2
Gr. 6	10	19	8	32	13	14	96	4	24.0
Total RLP	114	152	59	137	95	88	645	31	20.8
Total Elementary	487	406	377	368	489	441	2568		

109 Acton residents attend school in Boxborough

66 Boxborough residents attend school in Acton

File: EBCFA - MASKS/FACE COVERINGS

According to public health experts and guidance from the Centers for Disease Control and Prevention (CDC) and the Massachusetts Department of Public Health (MDPH), face coverings/mask-wearing is an important component in the prevention and control of COVID-19 in concert with physical distancing and other measures and offers one of the best ways to mitigate their spread for the safety of our school community.

The Acton-Boxborough Regional School District (ABRSD) therefore mandates the use of face-coverings/masks that cover the nose and mouth (as defined in EBCFA-R) by all individuals (including visitors) in school buildings, on school grounds and on school transportation, even when physical distancing is observed.

Student masks or face coverings are to be provided by each student's family or caregiver. Staff members may use their own masks or face-shields, or they may use face coverings/masks provided by the District. The district will have a supply of disposable face coverings for individuals who arrive at a school building or board school transportation without one.

Face coverings/masks may only be removed under specific circumstances such as while eating or drinking, during scheduled mask breaks, when staff members are alone in their classroom or office or as further described in file EBCFA-R. Students or staff who otherwise remove their face coverings/masks may be subject to remedial and/or disciplinary action.

Procedures including details regarding the provision of masks, student and staff violations and mask exemptions are detailed in EBCFA-R.

This policy will remain in effect according to state and local health department guidance.

LEGAL REF.: Commonwealth of Massachusetts, COVID-19 Order No. 31 -

<https://www.mass.gov/doc/may-1-2020-masks-and-face-coverings/download>

REFS.: Center for Disease Control and Prevention - Considerations for Wearing Masks -

<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/cloth-face-cover-guidance.html>

Massachusetts Department of Elementary and Secondary Education - Reopening

Guidelines - <http://www.doe.mass.edu/covid19/>

Commonwealth of Massachusetts - Mask Up MA! <https://www.mass.gov/news/mask-up-ma>

Approved: 9/3/20

Acton-Boxborough Regional School District

Requirement to Wear Masks/Face Coverings

EBCFA-R

Because the primary route of transmission for COVID-19 is respiratory,^{1 2 3} masks or face coverings are among the most critical components of risk reduction.^{4 5 6} Masks/face coverings protect the general public against COVID-19 infection,⁷ with a recent retrospective study estimating near 80% effectiveness in reducing COVID-19 transmission, especially when worn prior to symptom onset.⁸ In the United States, states advising face masks/face coverings be worn in public saw a decline in their COVID-19 growth rates,⁹ and community-wide mask/face covering usage contributed to control of COVID-19 in Hong Kong.¹⁰

In July, the Journal of the American Medical Association (JAMA)¹¹ reviewed the evidence and confirmed that “cloth face coverings are a critical tool in the fight against COVID-19 that could reduce the spread of the disease, particularly when used universally within communities.” As a key component of our [ABRSD Transition to School Plan](#), all staff and students are required to wear masks on the bus, in school buildings, and when they cannot maintain a distance of at least six feet. We recognize that in extremely rare circumstances, it may not be possible for a student to wear a mask. Mask mandate exemptions may include students who have chronic medical or other health conditions, disabilities, or significant developmental or behavioral needs that make it difficult to tolerate wearing a face covering.

On 3/22/21, DESE issued new guidance¹² pertaining to who needs to wear a mask at school. The guidance reads, “Masks are among the most important single measures to contain the spread of COVID-19. We require all students and all staff to wear masks, unless students receive a medical or behavior exemption. Masks must completely cover your nose and mouth and fit snugly against the sides of your face without gaps. Even if an individual is fully vaccinated, they must still wear a mask.”

It is important to note that there are very few medical conditions that prevent mask wearing, and inappropriate medical exemptions may actually increase the spread of the virus. In a recent interview Dr. Albert Rizzo¹³, chief medical officer for the American Lung Association, noted that “masks have no detrimental effects, even in patients with chronic lung disease.” He further stated that “cases of exemption are very few and far between.” Further, in a recent article published by the Medical Scientific Council for the Asthma and Allergy Foundation of America (AAFA),¹⁴ Dr. David Stukus wrote, “For people with very mild asthma or well-controlled asthma, it’s probably not going to be an issue. Most people with asthma, even if it’s severe, can manage to wear a face mask or covering for a short period of time,” and this is also

¹ Zhang, Renyi, et al. "Identifying airborne transmission as the dominant route for the spread of COVID-19." Proceedings of the National Academy of Sciences (2020).

² CDC., et al. "Coronavirus Disease 2019 in Children—United States, February 12–April 2, 2020." Morbidity and Mortality Weekly Report 69.14 (2020): 422.

³ World Health Organization. Modes of transmission of virus causing COVID-19: implications for IPC precaution recommendations: scientific brief, 27 March 2020. No. WHO/2019-nCoV/Sci_Brief/Transmission_modes/2020.1. World Health Organization, 2020. Available at:

<https://www.who.int/news-room/commentaries/detail/modes-of-transmission-of-virus-causing-covid-19-implications-for-ipc-precaution-recommendations>

⁴ Wang, Y., Tian, H., Zhang, L., Zhang, M., Guo, D., Wu, W., ... & Liu, B. (2020). Reduction of secondary transmission of SARS-CoV-2 in households by face mask use, disinfection and social distancing: a cohort study in Beijing, China. *BMJ Global Health*, 5(5), e002794. Available at

<https://gh.bmj.com/content/bmjgh/5/5/e002794.full.pdf>

⁵ Lyu, W. and Wehby, G. L. (2020). Community Use Of Face Masks And COVID-19: Evidence From A Natural Experiment Of State Mandates In The US. *Health Affairs*. Available at <https://doi.org/10.1377/hlthaff.2020.00818>

⁶ Cheng, V. C., Wong, S. C., Chuang, V. W., So, S. Y., Chen, J. H., Sridhar, S., ... & Yuen, K. Y. (2020). The role of community-wide wearing of face mask for control of coronavirus disease 2019 (COVID-19) epidemic due to SARS-CoV-2. *Journal of Infection*. Available at [https://www.journalofinfection.com/article/S0163-4453\(20\)30235-8/pdf](https://www.journalofinfection.com/article/S0163-4453(20)30235-8/pdf)

⁷ Chu, D.K., Akl, E.A., Duda S., Solo K., Yaacoub S., Schunemann H.J. (2020) Physical distancing, face masks, and eye protection to prevent person-to-person transmission of SARS-CoV-2 and COVID-19: a systematic review and meta-analysis. *The Lancet*

⁸ Wang, Y., Tian, H., Zhang, L., Zhang, M., Guo, D., Wu, W., ... & Liu, B. (2020). Reduction of secondary transmission of SARS-CoV-2 in households by face mask use, disinfection and social distancing: a cohort study in Beijing, China. *BMJ Global Health*, 5(5), e002794. Available at

<https://gh.bmj.com/content/bmjgh/5/5/e002794.full.pdf>

⁹ Lyu, W. and Wehby, G. L. (2020). Community Use Of Face Masks And COVID-19: Evidence From A Natural Experiment Of State Mandates In The US. *Health Affairs*. Available at <https://doi.org/10.1377/hlthaff.2020.00818>

¹⁰ Cheng, V. C., Wong, S. C., Chuang, V. W., So, S. Y., Chen, J. H., Sridhar, S., ... & Yuen, K. Y. (2020). The role of community-wide wearing of face mask for control of coronavirus disease 2019 (COVID-19) epidemic due to SARS-CoV-2. *Journal of Infection*. Available at [https://www.journalofinfection.com/article/S0163-4453\(20\)30235-8/pdf](https://www.journalofinfection.com/article/S0163-4453(20)30235-8/pdf)

¹¹ <https://jamanetwork.com/journals/jama/fullarticle/2768532>

¹² <https://www.doe.mass.edu/covid19/faq/>

¹³ <https://abcnews.go.com/Politics/medical-reasons-wearing-face-mask/story?id=72020929>

¹⁴ <https://community.aafa.org/blog/what-people-with-asthma-need-to-know-about-face-masks-and-coverings-during-the-covid-19-pandemic>

Requirement to Wear Masks/Face Coverings

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supported by the World Health Organization (WHO)¹⁵ and the Centers for Disease Control and Prevention (CDC)¹⁶. In addition, the American Academy of Pediatrics¹⁷ recommends that children who are considered high-risk or have severely compromised immune systems wear an N95 mask for protection, and in a recent JAMA article,¹⁸ Dr. Mical Raz and attorney Doron Dorfman argue that individuals with these conditions may have even *greater* reason to wear a mask.

Mask Requirements

- Students in all grades are required to wear a mask/face covering that covers their nose and mouth on the bus and in school buildings. Families will provide two masks/face coverings per day for each child. Disposable face masks are available at school and on the bus for students who need them. Reusable masks/face coverings should be washed at home daily.
- Staff members may use their own masks or face shields, or use the ones the District provides. The district will have a supply of disposable face coverings for individuals who arrive at school without one.
- Adults, including educators and staff, are required to wear masks/face coverings while at school. If staff are in violation of this policy, their supervisor may take appropriate action, including but not limited to disciplinary consequences or other appropriate action.
- In accordance with MA Department of Public Health and CDC guidelines face coverings must:
 - Cover the nose and mouth;
 - Fit securely and comfortably against the side of the face;
 - Be secured with ties or ear loops;
 - Allow for breathing without restriction;
 - Be able to be laundered without damage or change of shape;
 - Be made of at least two layers of material;
 - Not have an exhalation valve or vent
- The following types of masks/face coverings are **acceptable** to wear at school:
 - Blue disposable surgical masks (must be replaced daily; cannot be reused or washed)
 - Fabric masks (at least two layers)¹⁹
 - Face shields along with a surgical or fabric mask
- The following types of masks/face coverings are **not acceptable** to wear at school:
 - Masks with vents²⁰
 - Neck gaiters²¹
 - Plastic face shields alone without an a fabric or surgical mask
- Staff and students will sanitize hands before removing mask/face covering and after replacing mask/face covering.
- Visitors, where permitted, in violation of this policy will be denied entry to the school/district facility.

Face Shields

- Students with medical or other behavioral, developmental, or health-related conditions who are exempted from wearing regular face coverings may have the option of wearing a face shield. This will be determined in collaboration with the school nurse.

¹⁵ <https://www.who.int/images/default-source/health-topics/coronavirus/myth-busters/mythbuster-masks>

¹⁶ <https://www.cdc.gov/media/releases/2020/p0714-americans-to-wear-masks.html>

¹⁷ <https://www.healthychildren.org/English/health-issues/conditions/COVID-19/Pages/Cloth-Face-Coverings-for-Children-During-COVID-19.aspx>

¹⁸ <https://jamanetwork.com/channels/health-forum/fullarticle/2768376?resultClick=1>

¹⁹ <https://www.hopkinsmedicine.org/health/conditions-and-diseases/coronavirus/coronavirus-face-masks-what-you-need-to-know>

²⁰ <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/cloth-face-cover-guidance.html>

²¹ <https://advances.sciencemag.org/content/early/2020/08/07/sciadv.abd3083>

Requirement to Wear Masks/Face Coverings

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- Face shields may be worn (in addition to masks/face coverings) by staff who will be working closely with students who are unable to wear masks/face covering and/or if a 6-foot distance cannot be maintained (ie providing 1:1 care), or if supporting students through self-care tasks where universal precautions are utilized (ie toileting).
- Staff may wear a mask/face covering AND shield until a distance of greater than 6 feet has been reached; at that time, the face shield may be removed and solely the mask will remain for the lesson.
- Staff must disinfect the shield at the close of every school day or if it is dirty by disinfecting with alcohol wipe or disinfecting spray and a paper towel (do not use glass cleaner).
- Staff should not share face shields.

Mask Breaks / Removing Masks / Face Coverings

Mask breaks will occur throughout the day at school. Face masks or face coverings may be removed in the following circumstances and when individuals *are at least six feet apart* and:

- during scheduled mask breaks;
- while eating or drinking;
- when staff members are alone in their classroom or office; and/or
- while outside.

Approach to Support Students' Mask Wearing

During this pandemic, evidence shows that wearing masks is a non-invasive health measure that promotes all of our safety. For a number of reasons, mask wearing may increase some people's anxiety and it is important to be sensitive and aware of possible trauma history. When we wear masks we lose some of the elements that can increase trust and connection: our facial expressions are hidden and must be guessed or assumed.

- Many who have experienced traumatic events may anticipate initial interactions as negative with their heightened vulnerability and vigilance.
- Many may misinterpret tone of voice and body language.
- Many may perceive mask-wearing as a statement against them rather than as a protective measure for them.
- Many of our BIPOC students, faculty and staff have either experienced or witnessed incidents where by wearing masks they have been questioned or charged.
- A few cannot wear masks due to medical issues.

We are a community. Each of us brings our own narrative to what wearing a mask means. The medical research and science are clear: wearing a mask keeps those around us safer and is a critical piece that allows us to be together.

An Instructional Approach

In an effort to encourage all students to wear masks, we will incorporate teaching opportunities within the classroom. At the earlier grades and in some special education settings, a direct instruction approach is most effective. Direct instruction could involve following a desensitization procedure, providing and regularly reviewing social stories related to wearing a mask, developing individualized reinforcement plans, or modeling the use of masks and how to take an appropriate mask break. Some resources to support additional educational opportunities for students:

- [Helping Someone with a Disability Wear a Face Mask](#)
- [We Wear Masks Social Story](#)
- [Wearing a Mask - A Social Narrative for Children by Autism Little Learners](#)

Students Experiencing Difficulties with Mask Wearing

Requirement to Wear Masks/Face Coverings

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Should all instructional and therapeutic approaches be exhausted, we will incorporate failures to comply with the mask policy within the structure of each building's progressive discipline model. Masks are to be worn at all times unless otherwise directed by faculty or staff. In the event that a student removes their mask or fails to wear their mask without permission, we will follow a philosophy of restorative practice, social emotional, and behavioral support. Operating from within a culture of caring, a restorative approach focuses on creating opportunities for students to become aware of the impact of their behavior, understand why they need to take responsibility for their actions, and take steps to repair the situation and re-integrate back to the learning environment.

The progressive approach to supporting students to wear their masks with no improvement may evolve as follows:

- Step 1 : Teacher gives multiple verbal and/or non-verbal redirections/reminders in class.
- Step 2 : Teacher engages student in a restorative chat and re-teaches using visuals as appropriate.
- Step 3 : Behavior support, nursing, or therapeutic staff talks with the student using a restorative approach and make an individualized decision based on student presentation.
- Step 4 : Principal or designee talks with the student, teacher, and personnel involved in Step 3.
- Step 5 : Parents are called and given the option to support the child to wear a mask or to have their child learn remotely.*

** Students who struggle with wearing a mask, and this behavior is a manifestation of their disability will not be excluded from school. Instructional and therapeutic interventions will continue.*

Procedure for Families to Request a Mask Exemption

Parents who want to request a medical exemption for their student to not wear a mask while at school must follow the steps below for consideration. Parents may not excuse their child from the face mask requirement by signing a waiver.

Requests must be submitted no later than Friday, 9/4/2020.

1. Provide/complete the following documentation:
 - a. A letter from the child's primary care physician that clearly specifies the chronic, significant medical reason for the exemption request
 - b. This [Exchange of Information form](#) that allows school staff to contact the child's primary care provider for additional information.
2. Send documentation to your child's school nurse. (Click [here](#) for a list of nurse contacts by building.)
3. A nurse will review documentation in the order received and contact the family to discuss the request.
4. Our school physician will review the documentation and make an ultimate determination as to whether the exemption is warranted.
5. The superintendent or designee will review all mask exemptions and make the final determination.

Students who do not qualify for a mask exemption, but whose families believe their child is unable to wear a mask may want to consider whether enrollment in our remote learning program may be a more appropriate option during the pandemic.