



## Acton-Boxborough Regional School District

15 Charter Road Acton, MA 01720

978-264-4700

[www.abschools.org](http://www.abschools.org)

### Acton-Boxborough Regional School Committee Meeting

March 16, 2023 at 7:00 p.m.

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

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1. CALL TO ORDER (7:00)
  2. CHAIRPERSON'S WELCOME (7:00) - *Kyra Cook*
    - a. ABRHS Student Representative Update - *Rohan Ravindran, Harshini Magesh, Molly Norris, Diksha Mhatre, Julia Zhou*
    - b. Public Participation
    - c. Superintendent's Update - *Peter Light*
  3. GUESTS AND PRESENTATIONS (7:15)
    - a. Regeneron Talent Search Top 300 Scholar- *Advay Goel: The Geometry and Limits of Young Partition Flow Polytopes*
  4. ONGOING BUSINESS (7:35)
    - a. Recommendation to Approve Superintendent's FY24 Final Budget and Assessments - **VOTE** - *Peter Light*
    - b. Recommendation to Authorize the Superintendent to Submit to the MA School Building Authority the Statement of Interest Form for the Conant School - **VOTE** - *David Verdolino (addendum)*
    - c. Superintendent's Mid-Cycle Goal Review (Discussion) - *Peter Light (addendum)*
    - d. Discussion of School Committee Reorganization - *Kyra Cook*
      - i. Policy BDA, BDA-R, BGF
    - e. Subcommittee and Members' Report
      - i. Budget Subcommittee - *Adam Klein*
      - ii. Policy Subcommittee - *Ginny Kremer*
        1. Proposed Use of Facilities - First Read
    - f. Consent Agenda/Action Items - **VOTE** - *Kyra Cook*
      - i. Approval of ABRSC Meeting Minutes of 3/2/23 (*addendum*)
      - ii. Recommendation to approve Merriam PTSO \$7300 donation to Merriam educators to purchase diverse and culturally responsive books
      - iii. Recommendation to approve \$25000 check for the thirteenth installment from Dragonfly Theater to Acton-Boxborough Regional School District
    - g. Statement of Warrants and Recommendation to Approve - **VOTE** - *Kyra Cook*
- FYI
- Student Enrollment - 3/1/23
  - Community Coffee 3/22/23 (virtual)
  - Acton and Boxborough Town Election Calendars
  - Bill to Increase State Share of Foundation Budget

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- [CASE Collaborative newsletter](https://casecollaborative.wordpress.com) (https://casecollaborative.wordpress.com)

5. ADJOURN (8:30)

Posted on March 10, 2023 at 4:00 p.m.

NEXT MEETINGS: April 13 & May 4 at ABRSC at 7:00 p.m. in the Admin. Building Auditorium

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## Acton-Boxborough Regional School Committee

### Meeting Agenda Item Summary

<b>MEETING DATE</b>	3-16-2023	<b>AGENDA ITEM NUMBER</b>	2.
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<b>AGENDA ITEM TITLE</b>	Chairperson's Welcome
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<b>PRESENTER(S)</b>	Kyra Cook
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<b>SUMMARY OF TOPIC</b>	<p>The Chair welcomes members and the public to the meeting. The Chair is also required to state if the meeting is being taped. Acton TV tapes and broadcasts most School Committee meetings.</p> <p>Individuals who wish to view the meeting, but do not wish to speak may do so by using the YouTube Link posted on the agenda.</p>
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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
	Request input and questions from the School Committee, but no vote required
	Request formal action with a specific vote:
	If formal action is requested, is this item being presented:
	for the first time, with a request that the School Committee vote at a subsequent meeting or
	with the request that the School Committee take action immediately

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

<b>APPROX AGENDA TIME</b>	5 min
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<b>FOLLOW-UP</b>	
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## Acton-Boxborough Regional School Committee Meeting Agenda Item Summary

<b>MEETING DATE</b>	3-16-2023	<b>AGENDA ITEM NUMBER</b>	2.a
<b>AGENDA ITEM TITLE</b>	ABRHS Student Representative Update		
<b>PRESENTER(S)</b>	Rohan Ravindran, Harshini Magesh, Molly Norris, Diksha Mhatre, Julia Zhou		
<b>SUMMARY OF TOPIC</b>	Our reps report at the first meeting each month and share some student perspective on current events at the High School.		

<b>WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?</b>	
<input checked="" type="checkbox"/>	No action requested - this is a short update or presentation of information
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<b>SUGGESTED MOTION</b>	
<b>FOLLOW-UP</b>	
<b>APPROX. TIME FOR THE AGENDA ITEM (MIN.)</b>	3-5 min.
<b>ATTACHMENTS</b>	none

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

<b>MEETING DATE</b>	3-16-2023	<b>AGENDA ITEM NUMBER</b>	2.b
<b>AGENDA ITEM TITLE</b>	Public Participation		
<b>PRESENTER(S)</b>	Kyra Cook		
<b>SUMMARY OF TOPIC</b>	Policy <u>BEDH</u> , permits members of the public to speak for up to 3 minutes on items not included on the agenda. Comments regarding items on the agenda would be made during that part of the meeting. The Committee/Administration typically does not respond to comments during public participation.		

<b>WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?</b>	
<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:
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<b>SUGGESTED MOTION</b>	
<b>APPROX. AGENDA TIME</b>	5 min.
<b>ATTACHMENTS</b>	none



## Acton-Boxborough Regional School Committee

### Meeting Agenda Item Summary

<b>MEETING DATE</b>	3-16-2023	<b>AGENDA ITEM NUMBER</b>	2.c
<b>AGENDA ITEM TITLE</b>	Superintendent's Update		
<b>PRESENTER(S)</b>	Peter Light		
<b>SUMMARY OF TOPIC</b>	Bi-weekly Superintendent's Update. This is brought to the meeting and posted to our website for families and the community the following day.		

<b>WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?</b>	
<input checked="" type="checkbox"/>	No action requested - this is a short update or presentation of information
<input type="checkbox"/>	Request input and questions from the School Committee, but no vote required
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<b>SUGGESTED MOTION</b>	
<b>FOLLOW-UP</b>	
<b>APPROX. TIME FOR THE AGENDA ITEM (MIN.)</b>	5 min.
<b>ATTACHMENTS</b>	Brought to meeting



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

<b>MEETING DATE</b>	3-16-2023	<b>AGENDA ITEM NUMBER</b>	3.a
<b>AGENDA ITEM TITLE</b>	Guests & Presentations		
<b>PRESENTER(S)</b>	Advay Goel, ABRHS Senior, Regeneron Talent Search Top 300 Scholar		
<b>SUMMARY OF TOPIC</b>	The Geometry and Limits of Young Partition Flow Polytopes		

<b>WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?</b>	
<input checked="" type="checkbox"/>	No action requested - this is a short update or presentation of information
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<input type="checkbox"/>	with the request that the School Committee take action immediately

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<b>APPROX AGENDA TIME</b>	20 mins.
<b>FOLLOW-UP</b>	
<b>ATTACHMENTS</b>	

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## Acton-Boxborough Regional School Committee

### Meeting Agenda Item Summary

<b>MEETING DATE</b>	3-16-2023	<b>AGENDA ITEM NUMBER</b>	4.a
<b>AGENDA ITEM TITLE</b>	Ongoing Business		
<b>PRESENTER(S)</b>	Peter Light		
<b>SUMMARY OF TOPIC</b>	Recommendation to Approve Superintendent's FY24 Final Budget and Assessments		

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

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<b>APPROX AGENDA TIME</b>	10 mins.
<b>FOLLOW-UP</b>	
<b>ATTACHMENTS</b>	FY24 Final Superintendent's Budget Recommendation Presentation slides

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

<b>MEETING DATE</b>	3-16-2023	<b>AGENDA ITEM NUMBER</b>	4.b
<b>AGENDA ITEM TITLE</b>	Ongoing Business		
<b>PRESENTER(S)</b>	David Verdolino		
<b>SUMMARY OF TOPIC</b>	Recommendation to Authorize the Superintendent to Submit to the MA School Building Authority the Statement of Interest Form for Conant School		

<b>WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?</b>	
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	Request input and questions from the School Committee, but no vote required
<b>X</b>	Request formal action with a specific vote:
	If formal action is requested, is this item being presented:
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	<b>X</b> with the request that the School Committee take action immediately

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<b>APPROX AGENDA TIME</b>	5 mins.
<b>FOLLOW-UP</b>	
<b>ATTACHMENTS</b>	Statement of Interest

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## Acton-Boxborough Regional School Committee

### Meeting Agenda Item Summary

<b>MEETING DATE</b>	3-16-2023	<b>AGENDA ITEM NUMBER</b>	4.c
<b>AGENDA ITEM TITLE</b>	Ongoing Business		
<b>PRESENTER(S)</b>	Peter Light		
<b>SUMMARY OF TOPIC</b>	Superintendent Mid-Cycle Goal Update and Discussion		

<b>WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?</b>	
<input checked="" type="checkbox"/>	No action requested - this is a short update or presentation of information
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<b>APPROX AGENDA TIME</b>	10 mins.
<b>FOLLOW-UP</b>	
<b>ATTACHMENTS</b>	

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# ABRSD District Strategy 2021-2026

## Mid-Year Update: Annual District Improvement Plan School Year 2022-23



**CORE VALUES: Wellness, Equity, Engagement**

**Definitions:**

<b>Goal:</b>	The clear statement of what will improve during the period of time for which the School Improvement Plan is written. The goal is written in outcome-oriented language. For the annual District Improvement Plan, the goal is the Strategic Initiative from the District Strategy that will be an area of focus for the year.
<b>Alignment:</b>	A statement that provides a rationale for <i>why</i> the school selected this goal and may include background information and data as appropriate. This can also include a statement of how the goal aligns with District Strategic Objectives or Initiatives from the District Strategy.
<b>Baseline:</b>	A narrative that describes both the starting point of reference for the goal
<b>Outcome:</b>	A clear picture of what will look different when the goal has been achieved. The outcome provides data and <i>targets</i> that allow the school to benchmark progress toward the goal and allow for the school to assess completion of the goal.
<b>Strategy:</b>	The strategy is the action plan for the goal which includes the combination of action steps, measurement, timelines and ownership necessary to achieve the goal.
<b>Action Steps:</b>	The specific actions that members of the school will take in order to achieve the goal
<b>Measurement:</b>	The qualitative or quantitative ways that members of the school community will know the <i>action steps</i> have been achieved or completed.
<b>Timeline:</b>	The specific timeline intended for each of the action steps that the school has committed to meeting.
<b>Ownership &amp; Enactment:</b>	Defines who is responsible for various action steps, and the elements of the steps for which they are responsible.
<b>Resources:</b>	An analysis of existing and new resources that will be necessary to achieve the goal.

**Rubric for Mid-Year Update**

Mid-Year Status	Description
Completed	The Action Step has been completed as of the update
In Process/ On Target	The Action step has been initiated and work is in progress. The District anticipates completing this action within the time frame.
In Process/ Off Target	This Action Step has been initiated, but is behind schedule. The District will need to take specific actions to complete this item.
Not Yet Started	This Action Step has not yet been started. The District intends to complete the action, but will need to take significant steps in order to complete this within the specified timeframe
Deferred	The District has determined this action step is either no longer feasible or no longer appropriate.

**Rubric for End-of-Year Update**

End-of-Year Status	Description
Completed	The Action Step has been completed.
Ongoing	Action steps we completed or mostly completed, but work was designed to span multiple years.
Not Completed/ Continuing	Planned actions steps were only partially completed, and future actions will continue toward this goal.
Not completed/ Discontinued	Planned action steps were only partially completed, and we have determined that incomplete actions toward this goal will be discontinued
Deferred	The District has determined this action step is either no longer feasible or no longer appropriate.

**Goal #1:** *(What area of student learning do we want to improve?)*

Improve social-emotional and mental and behavioral health outcomes for students by shifting our environments, practices and supports so that students can more effectively access learning and cultivate constructive relationships.

**Alignment:** *(We chose this goal because... ; The stated goal is aligned with the District Strategic Objective/ Initiative to... )*

The pandemic has had a substantial impact on many of our students. Part of the work ahead is to rebuild school cultures in a proactive and supportive manner for students, staff and families. Additionally, as students returned to school last year, our staff reported increases in student dysregulation and increased acute mental health concerns. We believe that systematically addressing the social emotional, mental and behavioral health needs of our students across an aligned system of support is our first priority in helping them be successful in and out of school. This goal aligns with the following Initiatives in the District’s Strategic Plan:

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.

**Baseline:** *(What does this currently look like in your school (Baseline)?)*

In the fall of 2019 the District Management Group noted opportunities for growth following a year long review of the district’s social-emotional and behavioral supports. Six areas of focus were identified:

1. Create 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.
2. Provide greater focus and support to general education teachers to more proactively address Tier I social, emotional, and behavioral needs.
2. Consistently implement the IST process to eliminate variation in social, emotional, and behavioral intervention practices, data usage, and roles and responsibilities of staff.
4. Create a consensus in understanding of the causes and supports needed to address anxiety and depression.
5. Align the work of mental health and student support staff with building administrators to more effectively coordinate services, streamline meetings and paperwork, create more balanced workloads, and allow staff to play to their strengths.
6. Partner with the community to address the challenges associated with changing demographics, ensuring that voices are heard from all representatives of the population.

There are currently a variety of supports across the schools in the areas of social emotional learning and mental and behavioral health, though many of the challenges highlighted through our work with the DMG remain as we shifted our primary focus to meeting the immediate needs of students, families, and staff over the course of the pandemic.

**Outcomes:** *(What will be different when this goal is reached? What is the overarching data that will show improvement and what is the target for improvement?)*

Short-term (2022-23) goals for this initiative include:

- Creation of a long-term and short-term strategic plan for systemic implementation of social emotional learning and mental and behavioral health supports within the MTSS framework
- Identify a shared understanding and definition of social-emotional learning and the overarching framework from which to identify target skills and developmental trajectories across the grades
- Build capacity of educators and building staff to respond to social-emotional and mental and behavioral health concerns through a series of professional learning and consultation opportunities for educators, administrators, and district mental health providers
- Increase access points for targeted mental health intervention for students in grades 5-12 through community partnerships and telehealth opportunities

Longer-term Goals for our SEL initiative, which will require us to develop a more comprehensive approach to collecting information include:

- Increased student engagement, belonging, and increased student reports of having a trusted adult (aligned with Goal #3)
- Improved student attendance
- Reduced nurse visits for non-medical concerns
- Reduced disciplinary referrals

Strategy							
Action Step(s) <i>What will you do to improve student learning? Are the steps integrated? Complementary? High leverage?</i>	Measurement <i>How will you assess progress toward this goal? What qualitative and/or quantitative data will you use?</i>	Timeline <i>What are the dates for completion?</i>	Ownership & Enactment <i>Who is responsible for the ownership and enactment of the action steps?</i>	Mid-Year Status	Mid-Year Comment  <b>District Presentation on SEL 9/22/22</b> <a href="#">Presentation Slides</a> <a href="#">Video</a>	Year End Status	Year End Comments
<b>Expand Tier I SEL opportunities to support all students</b>							
Implement/Expand Advisory Program in grades 7-12	Advisory Survey in December and May to students  Advisory feedback from JH and HS staff	June 2023	Junior High Leadership & Junior High Advisory Coordinators  High School Leadership & High School Advisory Coordinators	<i>In Process/ On Target</i>	<ul style="list-style-type: none"> <li>High School and JHS leadership teams of educators created</li> <li>Professional Learning time for educators during school year</li> <li>Advisory programs implemented weekly at HS and 3X per week at JHS</li> <li>Schools soliciting feedback ongoing basis</li> </ul>		
Provide expanded professional learning for elementary staff in the use of Responsive Classroom	Two four-day summer workshops; Guided workshop on the <i>Power of Our Words</i> ; Feedback from workshops	Summer 2022 June 2023	Assistant Superintendent for Teaching and Learning	<i>Completed</i>	<ul style="list-style-type: none"> <li>Summer workshops took place ~50 educators participated</li> <li>Power of our Words is in progress</li> </ul>		
Embedded curriculum work	Outline where SEL instructional practices are embedded in programs and curriculum	June 2023	Assistant Superintendent for Teaching and Learning Elementary Curriculum Coordinators	<i>In Process/ Off Target</i>	Ongoing with the rubric for choosing a new Literacy Program; Further work with a summer crosswalk of high impact practices		
<b>Expand Access to Mental Health Services</b>							
Increase students' access to mental health services through partnership with Cartwheel Care telehealth services	Successful referral, mental health assessment, and initiation of short-term teletherapy services for identified students grades 5-12	June 2023	Coordinator of SEL and Mental and Behavioral Health  Director of Special Education	<i>In process/ on target</i>	<ul style="list-style-type: none"> <li>Over 100 referrals as of March 2023</li> <li>~40 graduated or almost graduated from services</li> <li>~30 ongoing, ~20 currently in intake process</li> <li>Caregiver guidance/ consultation added for PreK-12</li> <li>Services for grades 3-12</li> <li>Monthly consults with Mental Health Leadership Team</li> <li>Quarterly meeting with district administrators</li> </ul>		
<b>Develop a strategic vision and plan for the Implementation of Social Emotional Learning, Mental and Behavioral Health Supports</b>							
Create and Clarify the role of Coordinator for SEL and Mental and Behavioral Health	Revised Job Description  Clear Goals for the role  Consideration of needs as part of the FY24 Budget Process	June 2023	Superintendent of Schools	<i>Not Yet Started</i>	<i>This is not yet started but is anticipated to occur prior to the end of the school year.</i>		

Initiate an SEL steering committee	Create committee and develop district plan for systemic implementation of SEL and mental and behavioral health supports	October 2022 - June 2023	Coordinator of SEL and Mental and Behavioral Health	<i>In process/on target</i>	<i>Steering Committee has met three times; March 2023 is proposing a framework to adopt; bringing information to District and School Leaders</i>		
<b>Provide Professional Learning to Support Educators and Mental Health Staff across multiple tiers.</b>							
Provide all K-8 staff with professional learning to support the introduction of Trauma Informed Practices	Yearlong professional learning for all schools K-8 on trauma-informed teaching practices with Lesley LIFTS program	June 2023	Principals, Superintendent, Coordinator of Social Emotional Learning, Mental and Behavioral Health	<i>In process/on target</i>	<i>All K-8 Schools completing professional learning with Lesley University LIFTS program</i>		
Provide expanded professional learning for elementary staff in the use of Responsive Classroom	Two four-day summer workshops; Guided workshop on the <i>Power of Our Words</i> ; Feedback from workshops	Summer 2022 June 2023	Assistant Superintendent for Teaching and Learning	<i>In process/on target</i>	<i>See note above</i>		
Jessica Minihan consultation with building level	Consultation and Coaching with Elementary IST teams to identify specific skill instruction needed for struggling students	December 2022-June 2023	Director of Special Education, Principals	<i>In process/on target</i>	<ul style="list-style-type: none"> <li><i>Jessica has visited each elementary school at least once.</i></li> <li><i>Worked with each school's Instructional Support Teams (IST) on a protocol for identifying underdeveloped skills in struggling students through observations and modeling the protocol</i></li> </ul>		
Provide a series of graduate level courses in Trauma Informed Practices for interested staff K-12	Successful Completion of LIFTS Graduate Courses  Participants who enroll in subsequent LIFTS offerings in the sequence  Additional staff who enroll in Spring course offerings	June 2023	Assistant Superintendent for Teaching and Learning, Director of Special Projects	<i>In process/on target</i>	<i>4 cohorts of the Lesley LIFTS trauma course have been offered this year with 100 certified educators. This includes 50 educators who will have completed the first 2 of the 5 modules. We will continue to offer this in future years.</i>		
Provide professional learning for mental health staff	Workshop for K-12 mental health staff: "How to Help Anxious Families, What to Do and What to Avoid When Anxiety Takes Hold?"	November 2022	Director of Special Education, Coordinator for SEL and Mental and Behavioral Health	<i>Completed</i>	<i>Lynn Lyons presented to Mental Health Staff on Oct 19 and Nov. 14, 2022.</i>		
<b>Provide Support and Learning Opportunities for Families</b>							
Provision of up to 5, 1hr workshops for families and/or staff with topics identified based on feedback surveys and consultation with Cartwheel Care.	Publicity and attendance for the events	October 2022 - May 2023	Director of Special Education  Coordinator for SEL and Mental and Behavioral Health	<i>In process/on target</i>	<i>5 Presentations have taken place or are scheduled:</i> <ul style="list-style-type: none"> <li><i>Jan 25, 2023 Mental Health in a Digital Age</i></li> <li><i>March 1 Mindful Media</i></li> <li><i>April 5 ADHD and Executive Functioning</i></li> <li><i>May 3 Resilience</i></li> <li><i>May 31 Recognizing and Managing Anxiety</i></li> </ul>		
Parent/Community Webinar with Lynn	Publicity and attendance for the	October 2022	Director of Special	<i>Completed</i>	<i>Lynn Lyons presented to families on Oct. 3 2023.</i>		



Voted by ABRSC 10/20/2022

Lyons: : "Helping Your Family's Emotional Health: Do's and Don't as We Move Forward"	event		Education Coordinator for SEL and Mental and Behavioral Health				
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**Goal #2:** *(What area of student learning do we want to improve?)*

Increase the number of students on a pathway to proficiency in Literacy and Mathematics through implementation of a multi-tiered system of supports (MTSS).

**Alignment:** *(We chose this goal because... ; The stated goal is aligned with the District Strategic Objective/ Initiative to...)*

Educational literature identifies proficiency in [3rd Grade Reading](#) and 8th Grade Mathematics as critical benchmarks for students' future educational success and access to advanced coursework. As we emerge from the pandemic, it is particularly important to ensure that all of our students can move toward proficiency in these areas. The District has worked over the last several years to develop and provide staff to support a multi-tiered system of support and align staffing models at the elementary level to increase support for students. At the same time, we are aware that students from subgroups including students who are economically disadvantaged, multilingual learners, students with disabilities, and who are Black or LatinX, have been consistently underserved by our system and, as a group, are not reaching the same proficiency and receiving the same opportunities as their peers. We believe that addressing systemic inequities through a multi-tiered system of support will provide a pathway to more equitable access and outcomes for all of our students. This goal aligns with the following Initiatives in the District's Strategic Plan:

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.

**Baseline:** *(Description of Starting Point)*

Our goal is to move more students toward proficiency in these areas and we would like to use student growth as a measure of our progress. Specifically, one key measure we hope to impact is students attaining what is called “stretch growth” using the iReady screener. “Stretch Growth” is defined by iReady as “An ambitious but attainable level of annual growth which puts below-grade level students on a path towards proficiency and on-grade level students on a path to achieve/maintain advanced proficiency levels.” During the 2022-23 school year, XX% of students met their stretch growth goal in grades 1-3, whose baseline (fall) performance was one or more grade levels below benchmark.

2021-22 Grades 1-3 % Students Meeting Annual “Stretch Growth” Goals by baseline (Fall) placement								
Grade 3			Grade 2			Grade 1		
Baseline Placement	% Met	Students Assessed	Baseline Placement	% Met	Students Assessed	Baseline Placement	% Met	Students Assessed
Mid or Above Grade Level	51%	167	Mid or Above Grade Level	49%	108	Mid or Above Grade Level	35%	62
Early On Grade Level	43%	86	Early On Grade Level	45%	51	Early On Grade Level	44%	32
One Grade Level Below	61%	56	One Grade Level Below	50%	139	One Grade Level Below	41%	197
Two Grade Levels Below	44%	39	Two Grade Levels Below	21%	33	Two Grade Levels Below	18%	17
Three or More Grade Levels Below	9%	11	NA			NA		

**Outcomes:** *(What will be different when this goal is reached? What is the overarching data that will show improvement and what is the target for improvement?)*

Increased number of students meeting their stretch goals (from baseline 2021-22), with particular emphasis on students performing one or more grade levels below benchmark on their baseline (Fall) assessment.

Strategy							
Action Step(s) <i>What will you do to improve student learning? Are the steps integrated? Complementary? High leverage?</i>	Measurement <i>How will you assess progress toward this goal? What qualitative and/or quantitative data will you use?</i>	Timeline <i>What are the dates for completion?</i>	Ownership & Enactment <i>Who is responsible for the ownership and enactment of the action steps?</i>	Mid-Year Status	Mid-Year Comment	Year End Status	Year End Comments
<b>District Presentation on Literacy 12/15/22</b> <a href="#">Presentation Slides</a> <a href="#">Video</a> <b>District Presentation on Math 1/26/23</b> <a href="#">Presentation Slides</a> <a href="#">Video</a>							
<b>Implement structures to support data analysis for improved student learning</b>							
District MTSS Team	<ul style="list-style-type: none"> <li>Agendas and Notes</li> <li>District Data Trends and Patterns</li> <li>Prioritization of resources for FY23</li> <li>Analysis of School-based MTSS Implementation Self-assessments</li> </ul>	5X per year (October, November, January, May, June)	Assistant Superintendent for Teaching and Learning, Elementary Principals, Elementary Curriculum Coordinators	<i>In Process/ On Target</i>	4 sessions with Michele Shannon to increase data literacy capacity of the Elementary T&L Team; using District data within the DataWise process.		
School-based ILT meetings	<ul style="list-style-type: none"> <li>Agendas and Notes</li> <li>School Data Trends and Patterns</li> <li>School-based MTSS Implementation Self-assessments</li> </ul>	June 2023  Once per month for one hour and 3 times per year for three hours	Elementary Principals	<i>In Process/ On Target</i>	All elementary schools have implemented Instructional Leadership Teams that have met during the 2022-23 school year.		
Implement FLEX blocks in all elementary school schedules for each grade	<ul style="list-style-type: none"> <li>Grade level and school schedules</li> </ul>	September 2022	Elementary Principals and Assistant Principals	<i>In Process/ On Target</i>	All elementary schools have implemented FLEX blocks for each grade level. Schools will continue to refine schedules over time.		
Educator Grade Level Meetings	<ul style="list-style-type: none"> <li>Literacy Task Force and Educator Participation in Literacy Program Review</li> <li>Literacy Program Decision</li> <li>IM Mathematical Routines Presentation</li> <li>Grade Level Data Analysis and Instructional Planning for FLEX blocks</li> </ul>	June 2023  Per Wednesday Early Release Schedule (10 times per school year)	Elementary Principals, Literacy and STEAM Coaches, Reading and Math Specialists, Elementary Curriculum Coordinators	<i>In process/on target</i>	<ul style="list-style-type: none"> <li>The Literacy Task Force partnered with Hill for Literacy to choose a new Literacy Program TBD by the end of April.</li> <li>Mathematics walks with Shelby Strong, Math Elementary Curriculum Coordinator, and Building Admin</li> </ul>		
<b>Provide Professional Learning for Educators to support an MTSS Model</b>							
PL for Educators	District-wide and School-based PL	Late spring 2023	Assistant Superintendent for	<i>In process/</i>	<ul style="list-style-type: none"> <li>The Literacy Task Force partnered with Hill for Literacy to choose a</li> </ul>		

<ul style="list-style-type: none"> <li>• Reading Task Force with Hill for Literacy</li> <li>• Providing Targeted Support Through Small Group Instruction in Kindergarten Through Third Grade with Melissa Orkin and Sarah Gannon</li> <li>• Understanding and Supporting the Complex Nature of Reading Difficulties Including Dyslexia with Melissa Orkin</li> <li>• Designing and Implementing Specialized Supports for Students with IEPs with Elise Wulff</li> </ul>	<p>Survey Feedback</p>		<p>Teaching and Learning, Elementary Curriculum Coordinators, Elementary Principals, Literacy and STEAM Coaches, Reading and Math Specialists</p>	<p><i>on target</i></p>	<p>new Literacy Program TBD by the end of April.</p> <ul style="list-style-type: none"> <li>• Workshops completed at three schools; currently taking place at the other 2 schools (One school participated last year).</li> <li>• Course was offered through the District PL Program</li> <li>• The Elise Wulff workshop did not have enough participants to run.</li> </ul>		
<p>PL for Coaches and Specialists</p> <ul style="list-style-type: none"> <li>• Skillful Facilitation with Research for Better Teaching Sessions I and II</li> <li>• Structured Literacy Interventions</li> <li>• Coaching Seminar with Dr. Christine Francis</li> </ul>	<ul style="list-style-type: none"> <li>• PL Survey Feedback from Coaches and Specialists</li> <li>• Coaching Cycle Feedback</li> </ul>	<p>Late spring 2023</p>	<p>Assistant Superintendent for Teaching and Learning, Elementary Curriculum Coordinators</p>	<p><i>In process/ on target</i></p>	<ul style="list-style-type: none"> <li>• RBT Session I completed. Session II to start in the spring.</li> <li>• Coaches and reading specialists meet on Tuesday morning and focus on Structured Literacy.</li> <li>• Coaching Seminar with Dr. Francis is ongoing.</li> </ul>		

**Goal #3: Inclusive Practices:** *(What area of student learning do we want to improve?)*

Improve students', staff, and families' sense of belonging by strengthening school culture and climate, diversifying the professional staff, and intentionally implementing culturally-responsive instructional practices and materials.

**Alignment:** *(We chose this goal because... ; The stated goal is aligned with the District Strategic Objective/ Initiative to... )*

The diversity of our student body and their families has changed significantly including: increases in students who are immigrants who may be learning English for the first time, for whom learning has been interrupted, who are more culturally and religiously diverse, and who may be economically disadvantaged. The district has been engaged for the last several years in strengthening cultural proficiency so that all members of our school community feel included and report a positive sense of belonging in our schools. The district has not previously had a comprehensive way to measure the connectedness of our students, staff and families, and we want to begin to understand ,in a more systematic way, how our stakeholders experience our schools so that we can take actionable steps to improve relationships and sense of belonging. We also want to ensure that our students' backgrounds and identities are meaningfully represented in our curriculum and staff.

This goal aligns with, and expands upon, the following initiatives in the District's Strategic Plan:

- 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.

**Baseline:** *(Description of Starting Point)*

There are a variety of initiatives including (SEED, Educator recruitment, expansion of classroom and school libraries, DEI family advisory) that were previously underway and will continue or expand. The district has not previously had a comprehensive way to measure impact progress toward our goals in this area.

**Outcomes:**  
*(What does this currently look like in your school (Baseline)? What will be different when this goal is reached? What is the overarching data that will show improvement and what is the target for improvement? )*

To Improve students', families' and staff sense of belonging and engagement through:

- Continuation and expansion of existing DEI initiatives as noted above.
- Establishment of Culturally Responsive Teacher Leaders at each school.
- Comprehensive, district-wide survey of students, staff and families twice per to collect feedback about belonging and relationship, as well as school and district climate and culture.
- Coordinated professional learning opportunities for culturally responsive practices at each school.
- Explore the development of a community welcome center in partnership with community organizations.
- Continuation of DEI Family Advisory Committee

Strategy							
Action Step(s) <i>What will you do to improve student learning? Are the steps integrated? Complementary? High leverage?</i>	Measurement <i>How will you assess progress toward this goal? What qualitative and/or quantitative data will you use?</i>	Timeline <i>What are the dates for completion?</i>	Ownership & Enactment <i>Who is responsible for the ownership and enactment of the action steps?</i>	Mid-Year Status	Mid-Year Comment	Year End Status	Year End Comments
<b>District Presentation on Culturally responsive Practices 11/1/22</b> <a href="#">Presentation Slides</a> <a href="#">Video</a>							
<b>Expand Teacher-leadership for Culturally Responsive Schools</b>							
Hire and provide professional learning for building-based teacher-leaders in each school through partnership with The Leadership Academy of New York City	Initial cohort of teacher leaders participate in year-long professional learning	Summer 2022 - May 2023	Director for DEI, Director of Special Projects, Assistant Superintendent for Teaching and Learning	<i>In process/ On Target</i>	<i>CRTL leadership established (ranging from 2-5 per school building)</i>		
Hire additional SEED Leaders and provide professional learning in partnership with the National SEED Project	Planned for 5 SEED seminars (4 Staff sessions and 1 Administrator session)  Monthly meetings with SEED Leaders	June 2023	Director for Diversity, Equity and Inclusion	<i>Completed</i>	<ul style="list-style-type: none"> <li>15 current SEED leaders who have led 4 staff and 1 Admin sessions (Fall and Spring)</li> <li>2 sessions scheduled for Summer and opening waitlist to include more in those sessions</li> <li>Possible third Summer session in discussion</li> </ul>		
Support HS addition of teacher leaders to study course leveling structures and instructional strategies to support expanded heterogeneous grouping of students	Ongoing work with high school teachers and leaders	Summer 2022- May 2023	High School Principal, Assistant Superintendent for Teaching and Learning	<i>In process/ On target</i>	<ul style="list-style-type: none"> <li>CLLs were identified and an RBT workshop was completed by DL and CLLs in the fall.</li> <li>Meeting schedule created and implemented.</li> <li>Research Compiled; presentations to staff and families created.</li> <li>Staff and Family presentations initiated and ongoing</li> <li>School committee presentation planned for May 2023</li> </ul>		
<b>Provide Professional Learning for Staff to foster the adoption of Culturally Responsive Practices in Schools and Classrooms</b>							
Coordinate professional learning for Culturally Responsive Practices (CRP) for Building Administrators and Staff	Completion of 3 CRP sessions for elementary schools  Completion of 1-2 CRP sessions for JH and HS	April 2023	Director for Diversity, Equity and Inclusion, Assistant Superintendent for Teaching and Learning	<i>In process/ On Target</i>	<ul style="list-style-type: none"> <li>DESE Safe Schools Program Module for Pk-6 Educators to support LGBTQ+ students</li> <li>In planning phase with JH and HS for CRP sessions</li> </ul>		
Implement professional learning sessions	Completion of 9 sessions	June 2023	Director for Diversity, Equity and	<i>In process/</i>	<i>5 professional learning sessions completed; co facilitated by Jen</i>		

Voted by ABRSC 10/20/2022

for Culturally Responsive Teacher Leaders in collaboration with The Leadership Academy	with Leadership Academy Completion of 2-3 meetings with Director for DEI		Inclusion, Michele Shannon, National Coach & Facilitator for the Leadership Academy	<i>On Target</i>	<i>Faber and Michele Shannon, Leadership Academy</i>		
Expand SEED training opportunities for all staff with the goal that all Professional Staff complete the training within 2 years			Director of DEI, Assistant Superintendent for Teaching and Learning	<i>In process/ On target</i>	<i>4 SEED workshops offered this year; three educator and one administrator workshops planned for summer 2023.</i>		
<b>Continue and expand culturally-relevant family engagement opportunities</b>							
Create Advisory Committee to develop a District-wide Welcome Center, contingent upon available resources	Planned for 4-6 Committee meetings Created proposal for District Welcome Center	June 2023	Superintendent of Schools, Director of Special Projects, Director for Diversity, Equity and Inclusion, Coordinator of Multilingual Education, Deputy Superintendent, Director of Finance and Operations	<i>In process/ On Target</i>	<ul style="list-style-type: none"> <li>• <i>Welcome Center Space identified</i></li> <li>• <i>Proposal submitted to Office of Senator Eldridge for an earmark to fund the Welcome Center in 23-24</i></li> <li>• <i>Met with potential community partners to support Welcome Center</i></li> </ul>		
Re-engage family DEI advisory committee	5 meetings during year with development of new goals	October 2022	Director for Diversity, Equity and Inclusion, Superintendent of Schools	<i>In process/ On Target</i>	<ul style="list-style-type: none"> <li>• <i>Committee comprised of 22 members</i></li> <li>• <i>New membership/ New Chair</i></li> <li>• <i>Met 5 times, focus on norms, sharing problems of practice</i></li> </ul>		
<b>Continue to increase the diversity of our workforce</b>							
Recruitment and Retention of educators to increase the diversity of the AB teaching and support staff	Continued diversity of new hires in Spring 2023 Retention of staff who identify as a member of the BIPOC Community Survey data from staff who identify as a member of the BIPOC community	June 2023	Director for Diversity, Equity and Inclusion, Deputy Superintendent of Schools	<i>In process/ On Target</i>	<ul style="list-style-type: none"> <li>• <i>Researching possible diversity job fairs to attend</i></li> <li>• <i>Discussing the possibility of an AB diversity job fair</i></li> <li>• <i>Co-collaborator with Director of Special Projects to plan for BIPOC affinity meetings</i></li> </ul>		



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

<b>MEETING DATE</b>	3-16-2023	<b>AGENDA ITEM NUMBER</b>	4.d
<b>AGENDA ITEM TITLE</b>	Ongoing Business		
<b>PRESENTER(S)</b>	Kyra Cook		
<b>SUMMARY OF TOPIC</b>	Discussion of School Committee Temporary Reorganization		

<b>WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?</b>			
		No action requested - this is a short update or presentation of information	
<b>X</b>		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:	
	<b>X</b>	for the first time, with a request that the School Committee vote at a subsequent meeting or	
		with the request that the School Committee take action immediately	

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

<b>APPROX AGENDA TIME</b>	10 mins.
<b>FOLLOW-UP</b>	
<b>ATTACHMENTS</b>	Policy BDA, BDA-R, BGF

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

WELLNESS • EQUITY • ENGAGEMENT



▾ Acton-Boxborough - Online

▶ SECTION A - FOUNDATION  **File: BDA - SCHOOL COMMITTEE ANNUAL ORGANIZATIONAL MEETING**

▶ SECTION B - BOARD GOVERNANCE Acton-Boxborough Regional School Committee members are elected at each town's annual election. Newly elected School Committee members will begin to serve on the School Committee once they have been sworn in by their respective towns.

▶ SECTION C - GENERAL SERVICES

▶ SECTION D - FISCAL MANAGEMENT At the first regularly scheduled School Committee meeting after all new members have been sworn in, the School Committee shall organize by nominating and voting for officers. The committee shall elect one of its members to be the chairperson, one vice-chairperson from Acton, one vice-chairperson from Boxborough. They shall also vote to appoint a secretary and a Treasurer who do not need to be members of the Committee.

▶ SECTION E - SUPPORT SERVICES

▶ SECTION F - FACILITIES

▶ SECTION G - PERSONNEL The newly-elected Chairperson and Vice-chairs shall begin their terms on August 1st, at which time the current Chairperson and Vice-chairs' terms shall officially end. The interim period between the annual organizational meeting and August 1st shall be designated as a transitional period.

▶ SECTION H - NEGOTIATIONS

▶ SECTION I - INSTRUCTION REF: ABRSD Regional Agreement, effective July 1, 2014

▶ SECTION J - STUDENT SERVICES

▶ SECTION K - COMMUNITY RELATIONS Approved 5/21/15, 5/23/19, 6/4/2020

Acton-Boxborough Regional School District

Acton-Boxborough - Onlin

SECTION A - FOUNDA

**File: BDA-R - SCHOOL COMMITTEE ANNUAL ORGANIZATIONAL MEETING**

SECTION B - BOARD C

1. Nominations

File: BB - SCHOOL C

At the first meeting after new members have been sworn in, the Superintendent will open the floor for nominations and invite members to nominate another member or themselves as candidates to serve as the next Chairperson. A second is not needed for a nomination. Once all candidates have been identified, the Superintendent will ask for a motion to declare that nominations are closed.

File: BBA - SCHOOL

File: BBAA - SCHOO

File: BBBE - UNEXPI

2. Discussion

File: BCA - SCHOOL

At the Superintendent's discretion, each nominee will be given an opportunity to speak to (or decline) their nomination. Members may speak in support of a candidate.

File: BCB - COMMIT

File: BDA - SCHOOL

3. Voting

File: BDA-R - SCHOO

When discussion is complete, the Superintendent will call for a roll call vote. Each member will be polled, and they will vote for one candidate. A candidate must have a majority of weighted votes to be elected. The Candidate with the most weighted votes will be declared the new Chairperson unless no candidate receives a majority vote\*. If no one receives a majority vote for the position, additional roll call votes will be taken until someone is elected. Discussion is allowed between each vote.

File: BDB - SCHOOL

File: BDC - APPOINT

File: BDD - SCHOOL

File: BDE - SUBCOM

4. The new Chairperson will follow the same process to elect a Vice-Chairperson from Acton and a Vice-Chairperson from Boxborough.

File: BDFA - SCHOOL

5. The new Chairperson and Vice-Chairpersons will take office on August 1 per the policy.

File: BDFA-R-1 - SCH

6. Per the Regional Agreement, a Secretary and a Treasurer will be appointed by a vote of the Committee.

File: BDFA-R-2 - SUE

\*A majority vote means that more than half of the weighted votes of those voting approve a motion. More specifically, it means that more than half of the votes cast by persons legally entitled to vote at a properly called meeting with a quorum present approve a motion. Blank ballots or abstentions do not count. By this definition, the weighted votes of those voting - not necessarily those present - determine the majority.

File: BDFA-R-3 - COM

File: BDFB - SPECIA

File: BDFB-R - SPEC

REF: Acton-Boxborough Regional Agreement, effective July 1, 2014

File: BDG - SCHOOL

Robert's Rules of Order, Newly Revised, <https://www.kidlink.org/docs/RobertRules/toc.html>

File: BE - SCHOOL C

7/1/2020

File: BEC - EXECUTI

Acton-Boxborough Regional School District

File: BEDB - AGEND

File: BEDF - VOTING

File: BEDG - MINUTI

File: BEDH - PUBLIC

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SECTION C - GENERA

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SECTION G - PERSON

SECTION H - NEGOTIA

SECTION I - INSTRUC

- FILE: BB - SCHOOL C
- File: BBA - SCHOOL
- File: BBAA - SCHOOL
- File: BBBE - UNEXPI
- File: BCA - SCHOOL
- File: BCB - COMMIT
- File: BDA - SCHOOL
- File: BDA-R - SCHOC
- File: BDB - SCHOOL
- File: BDC - APPOINT
- File: BDD - SCHOOL
- File: BDE - SUBCOM
- File: BDFA - SCHOOL
- File: BDFA-R-1 - SCH
- File: BDFA-R-2 - SUB
- File: BDFA-R-3 - CON
- File: BDFB - SPECIAL
- File: BDFB-R - SPECI
- File: BDG - SCHOOL
- File: BE - SCHOOL C
- File: BEC - EXECUTIV
- File: BEDB - AGENDA
- File: BEDF - VOTING
- File: BEDG - MINUTE
- File: BEDH - PUBLIC
- File: BEDH-R - PUBL
- File: BEDJA - REMO
- File: BG - SCHOOL C
- File: BGF - SUSPENS
- File: BHC (also GBD)
- File: BHE - USE OF E
- File: BIA - NEW SCH

**File: BGF - SUSPENSION OF POLICIES**

The operation of any section or sections of the School Committee's poli-cies not established by law or contract may be temporarily suspend-ed by a two-thirds vote of Committee members present at any regular or special meeting. Any action to suspend policy must be reviewed at the next scheduled meeting and will be so noted on the agenda for that meeting.

CROSS REF.: BG, School Committee Policy Development

CH, Policy Implementation

Approved on: 12/12/13

Acton-Boxborough Regional School District

- ▶ SECTION C - GENERAL
- ▶ SECTION D - FISCAL M
- ▶ SECTION E - SUPPORT
- ▶ SECTION F - FACILITIE
- ▶ SECTION G - PERSONI
- ▶ SECTION H - NEGOTIA
- ▶ SECTION I - INSTRUCT
- ▶ SECTION J - STUDENT
- ▶ SECTION K - COMMUN



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

<b>MEETING DATE</b>	3-16-2023	<b>AGENDA ITEM NUMBER</b>	4.e
<b>AGENDA ITEM TITLE</b>	Subcommittee and Member Reports		
<b>PRESENTER(S)</b>	various		
<b>SUMMARY OF TOPIC</b>	Customary updates from the Subcommittees, ALG, BLF if they have met since the last School Committee meeting		

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

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

<b>SUGGESTED MOTION</b>	
<b>FOLLOW-UP</b>	
<b>APPROX. TIME FOR THE AGENDA ITEM (MIN.)</b>	10 min.
<b>ATTACHMENTS</b>	

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



## Acton-Boxborough Regional School Committee

### Meeting Agenda Item Summary

<b>MEETING DATE</b>	3-16-23	<b>AGENDA ITEM NUMBER</b>	4.e.ii
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<b>AGENDA ITEM TITLE</b>	Proposed Use of School Facilities - First Read
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<b>PRESENTER(S)</b>	Andrew Shen
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<b>SUMMARY OF TOPIC</b>	This is the First Read of the Proposed Use of School Facilities Policy
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<b>WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?</b>	
	No action requested - this is a short update or presentation of information
<b>X</b>	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:
<b>X</b>	for the first time, with a request that the School Committee vote at a subsequent meeting
	with the request that the School Committee take action immediately or at the next meeting

<b>APPROX AGENDA TIME</b>	5 mins.
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<b>SUGGESTED MOTIONS</b>	
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<b>ATTACHMENTS</b>	Memo, KF-Use of School Facilities Policy
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## MEMORANDUM

To: ABRSD School Committee  
Policy Subcommittee

From: Erin Bettez, Director, Community Education  
Andrew Shen, Director of Special Projects

Re: Proposed Updates to Use of Facilities Procedures

Date: March 10, 2023

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We are proposing modifications to the Use of Facilities procedures, implemented by Community Education on behalf of the ABRSD. Suggested changes are being made to ensure that the district recoups the costs of having outside groups use our buildings and to promote equitable access to them.

Key changes include:

1. Revising energy fees to better reflect current costs; adding energy fees at ABRHS; charging energy fees for any Class 2 or Class 3 use, not just those on weekends/when buildings are closed.
2. Removing special status awarded to scout groups.

We would also ask that the School Committee review any unofficial arrangements that have existed between user groups and the District that are not consistent with the Use of Facilities practices outlined in the policy.

Finally, we are proposing that the revised Use of Facilities policy incorporate the core elements of the fee structure

# File: KF - USE OF SCHOOL FACILITIES

## Introduction

The Acton-Boxborough Regional School District is the caretaker of the District's properties and facilities for the towns of Acton and Boxborough. The School Committee is pleased to have public facilities enjoyed by Acton and Boxborough community members when the properties are not in use by the schools.

*Our school buildings and facilities are a tremendous resource for the community. They are heavily used by a wide variety of groups. The ABRSD has implemented a fee structure (See Addendum) to address the costs associated with hosting these activities. Any balance resulting from public use of school space will be used to maintain or upgrade school facilities.*

The Superintendent's office, through Community Education, shall schedule and manage the use of the District's properties according to the Use of School Facilities Procedures attached to this policy and posted on the [Facilities Use page](#) of the Community Education Website. Users should review and be aware of all requirements included in the use of school facilities procedures.

The use of school facilities is a privilege. Acton-Boxborough Community Education and the Acton-Boxborough Regional School Committee reserve the right to deny or restrict usage of the school facilities.

## User Group Classifications

*Each rental group is classified into one of three categories, with fees charged according to the designation.*

### **CLASS 1 - School and Municipal Groups**

- Events authorized and signed by a school faculty member
- Events for varsity sports and parent booster groups
- A-B Community Education programs
- Recognized school-related organizations, such as ABSAF, SADD, etc.
- Town of Acton and Town of Boxborough departments, boards and committees

### **CLASS 2 – Acton-Boxborough Community Service Organizations**

This class represents non-profit or civic groups within the towns of Acton or Boxborough whose main purposes are social, educational, cultural or recreational. These groups cannot be business related and must have a majority of their participants/members residing within the school district. Examples include town sports leagues, churches and other local 501c(3) organizations.

### **CLASS 3 – All Other Organizations**

## **Supervision**

The applicant is held responsible for the preservation of order and the protection of school property. When attendance or other conditions require the use of police, firemen or parking attendants, the user shall assume full responsibility for their assignments and pay for their services.

In the case of large events (i.e. ones that use more than 50% of a school building) the district may require that a **Senior School District Administrator** be present to ensure that the facility is well managed, organizers and attendees have a positive and safe experience, and the facility is left in appropriate condition for a smooth transition to school activities to follow. Costs for this Senior Administrator will be charged to the user. If the event is a school function, such as an Ice Cream Social, and a Senior Administrator will be present, he or she may volunteer to oversee the event and no charges will be assessed. If two or more groups are renting a school and their activities together require a Senior Administrator, the cost will be divided between the groups.

## **Liability for Injury And Recovery of Damages**

The user agrees to save and hold harmless the Acton-Boxborough Regional School District and agrees to assume responsibility for all liabilities arising from incident to the use, it being understood and agreed that the ABRSD assumes no obligations respecting the use of such premises. Depending upon the size and scope of a particular event, the renter(s) will be required to provide a Certificate of Insurance affording the following coverages:

- **General Liability** of at least \$1,000,000 Bodily Injury and Property Damage Liability, Combined Single Limit with a \$3,000,000 Annual Aggregate Limit. The Acton-Boxborough Regional School District should be named as an Additional Insured Party.
- **Workers' Compensation Insurance** as required by law.
- **Umbrella Liability** of at least \$2,000,000/ occurrence, \$2,000,000/aggregate. The Acton-Boxborough Regional School District should be named as an Additional Insured Party.



**Building Rental Fees**

Fees are charged based upon a user group's classification.

User Group	Rental	Energy	Custodial	Kitchen Staff	A/V
Class I	NO	NO	Yes	Yes	Yes
Class II	Yes	Yes	Yes	Yes	Yes
Class III	Yes	Yes	Yes	Yes	Yes

Rental Fees:

	Class 1	Class 2	Class 3
Classroom/Conference Room	N/A	\$30/use	\$30/hour
Elementary Gym/JH Auxiliary Gym	N/A	\$50/use	\$50/hour
HS Lower Gym	N/A	\$75/use	\$75/hour
HS Regan (Upper) Gym/JH Gym	N/A	\$100/use	\$100/hour
Elementary/JH Cafeteria	N/A	\$50/use	\$50/hour
HS Commons (A&B)	N/A	\$50/use	\$50/hour
Admin. Building Auditorium	N/A`	\$50/use	\$50/hour
JH Auditorium	N/A	\$75/use	\$100/hour
HS Auditorium	N/A	\$100/use	\$200/hour
Kitchen	N/A	\$50/use	\$50/hour
Library	N/A	\$50/use	\$50/hour
HS Pool	N/A	\$50/use	\$100/hour

**Energy Fees**

Energy fees are charged to Class 2 and Class 3 groups for every use as follows:

Classroom/Conference Room	\$5/hour
Small Gym/Cafeteria/Student Center	\$10/hour
Large Gym, Auditorium, Pool	\$15/hour

The hourly energy fee charged for an event will not exceed the amount below (an average annual hourly energy fee for the entire building):

Building	Max Energy Fee
ABRHS	\$105/hour
Administration Building	\$20/hour
Blanchard	\$33/hour
Boardwalk	TBD
Conant	\$20/hour
Parker Damon	\$40/hour
RJ Grey	\$65/hour

### Outdoor Facility Rental Fees

	Class 1	Class 2	Class 3
Tennis Courts	N/A	\$10/use	\$15/hour
Ed Leary Field	N/A	\$200/use plus lights	\$200/hour plus lights
Grass Field/Playground	N/A	\$50/use plus lights	\$50/hour plus lights
Lower Turf Fields	Tournament Rental rates: Summer \$120/hr Winter \$130/hr Fall/Spring \$150/hr  Standard Rental Rates: Season - Day - Evening (6-7:30pm) - Night Fall - \$150/hr - \$150/hr - \$130/hr Winter - \$110/hr - \$125/hr - \$110/hr Spring - \$150/hr - \$150/hr - \$130/hr Summer - \$50/hr - \$125/hr - \$100/hr		

Note: Acton and Boxborough youth sports leagues are not charged field rental fees.

### Staffing Fees

Custodian	Please confirm with Comm. Ed.* 3 hour minimum
Kitchen Staff	Supervisor and/or staff member. Please confirm with Comm. Ed.*
A/V Staff	Supervisor and/or student techs Please confirm with Comm. Ed.*
Senior Administrator	\$65/hour

\*Staff rates are increased as necessary to correspond with contractual provisions. If an activity requires staff support, users should confirm rates with A-B Community Education at the time a reservation is submitted. There may also be miscellaneous fees that apply to a group's request (i.e. use of A/V equipment). Those miscellaneous charges are outlined in the Use of Facilities Procedures Document, and are subject to periodic updates and changes.



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

<b>MEETING DATE</b>	3-16-2023	<b>AGENDA ITEM NUMBER</b>	4.f
<b>AGENDA ITEM TITLE</b>	CONSENT AGENDA: Approval of Meeting Minutes, Donations, Annual Authorization		
<b>PRESENTER(S)</b>	Kyra Cook		
<b>SUMMARY OF TOPIC</b>	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.		

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

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

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

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



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

<b>MEETING DATE</b>	3-16-23	<b>AGENDA ITEM NUMBER</b>	4.f
<b>AGENDA ITEM TITLE</b>	ABRPTSO Donation to Merriam School		
<b>PRESENTER(S)</b>			
<b>SUMMARY OF TOPIC</b>	Donation of \$7200 to Merriam educators in order to purchase books for their classroom libraries that will increase the diversity and culturally responsiveness of their book choices		

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

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

<b>APPROX AGENDA TIME</b>	One minute
<b>FOLLOW-UP</b>	
<b>ATTACHMENTS</b>	

February 22, 2023


Peter Light  
Acton-Boxborough Regional School District  
15 Charter Road  
Acton, MA 01720

Dear Mr Light,

You will receive a check for \$25,000 for the thirteenth installment of the Dragonfly Theater gift to the Acton-Boxborough school district. The check will arrive separately from UBS online banking service.

Please provide a letter of acknowledgement to me at the address below.

Thank you,

A handwritten signature in black ink, appearing to read "Bernard Haan". The signature is fluid and cursive, with a large initial "B" and "H".

Bernard Haan  
163 Nagog Hill Rd.  
Acton, MA 01720





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

<b>MEETING DATE</b>	3-16-2023	<b>AGENDA ITEM NUMBER</b>	4.g
<b>AGENDA ITEM TITLE</b>	Statement of Warrants and Recommendation to Approve		
<b>PRESENTER(S)</b>	Kyra Cook		
<b>SUMMARY OF TOPIC</b>	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.		

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

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

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

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



# 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

March 9, 2023

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

Members –

Below please find a summary of warrants for which I am respectfully requesting your consideration and approval at the regular meeting on 3/16/2023.

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

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

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

Thank you for your consideration and cooperation with this request.





# Acton-Boxborough Regional School District

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

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

## Recommended Motion Wording

I move that the School Committee vote to approve the below listed warrants totaling \$8,313,254.26.

### AP Vendor warrant(s) as follows -

23-018	dated	3/2/2023	in the amount of	\$	745,636.89
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### Payroll Vendor warrant(s) as follows -

23-017PR	dated	2/23/2023	in the amount of	\$	1,217,896.31
23-018PR	dated	3/9/2023	in the amount of	\$	544,376.80

### Payroll warrant(s) as follows -

P2317	dated	2/23/2023	in the amount of	\$	3,042,546.65
P2318	dated	3/9/2023	in the amount of	\$	2,742,947.36

### Student Activities warrant(s) as follows -

23-018BL	dated	3/9/2023	in the amount of	\$	781.00
23-018JH	dated	3/9/2023	in the amount of	\$	19,069.25



## Acton-Boxborough Regional School Committee

### Meeting Agenda Item Summary

<b>MEETING DATE</b>	3-16-2023	<b>AGENDA ITEM NUMBER</b>	FYI
<b>AGENDA ITEM TITLE</b>	For Your Information (FYI)		
<b>PRESENTER(S)</b>	The Chairperson and/or Superintendent may highlight individual items		
<b>SUMMARY OF TOPIC</b>	A variety of items may be found in the FYI: announcements, awards, publicity, reference materials, etc. that do not need discussion.		

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

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

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

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

ACTON-BOXBOROUGH REGIONAL SCHOOLS 2022-2023

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

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

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

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

REV: 3/1/2023

Levels	Feb. 1				Mar. 1			
	A	B	C	Tot	A	B	C	Tot
*Preschool Services	14	1	0	15	14	1	0	15
Preschool	96	19	1	116	98	19	1	118
<b>Preschool Total</b>	<b>96</b>	<b>19</b>	<b>1</b>	<b>116</b>	<b>98</b>	<b>19</b>	<b>1</b>	<b>118</b>
K	240	52	5	297	242	52	5	299
1	279	59	7	345	280	59	7	346
2	259	62	8	329	258	62	9	329
3	310	57	4	371	309	57	4	370
4	309	76	6	391	309	76	6	391
5	317	86	4	407	317	87	4	408
6	341	52	7	400	341	52	7	400
<b>Elem Sub Total</b>	<b>2055</b>	<b>444</b>	<b>41</b>	<b>2540</b>	<b>2056</b>	<b>445</b>	<b>42</b>	<b>2543</b>
OOD Presch-6	13	1	0	14	12	1	0	13
<b>Elem Total</b>	<b>2068</b>	<b>445</b>	<b>41</b>	<b>2554</b>	<b>2068</b>	<b>446</b>	<b>42</b>	<b>2556</b>
7	322	78	9	409	323	78	9	410
8	341	68	5	414	339	68	5	412
<b>JHS Sub Total</b>	<b>663</b>	<b>146</b>	<b>14</b>	<b>823</b>	<b>662</b>	<b>146</b>	<b>14</b>	<b>822</b>
9	348	62	7	417	347	62	7	416
10	323	66	10	399	323	67	10	400
11	342	61	13	416	341	61	13	415
12	381	68	6	455	381	68	6	455
13	0	0	1	1	0	0	1	1
P.G.	0	0	0	0	0	0	0	0
<b>HS Sub Total</b>	<b>1394</b>	<b>257</b>	<b>37</b>	<b>1688</b>	<b>1392</b>	<b>258</b>	<b>37</b>	<b>1687</b>
<b>Secondary Sub Total</b>	<b>2057</b>	<b>403</b>	<b>51</b>	<b>2511</b>	<b>2054</b>	<b>404</b>	<b>51</b>	<b>2509</b>
OOD 7-13	43	6	0	49	43	6	0	49
<b>Secondary Total</b>	<b>2100</b>	<b>409</b>	<b>51</b>	<b>2560</b>	<b>2097</b>	<b>410</b>	<b>51</b>	<b>2558</b>
<b>Preschool Total</b>	<b>96</b>	<b>19</b>	<b>1</b>	<b>116</b>	<b>98</b>	<b>19</b>	<b>1</b>	<b>118</b>
<b>Elem Total</b>	<b>2068</b>	<b>445</b>	<b>41</b>	<b>2554</b>	<b>2068</b>	<b>446</b>	<b>42</b>	<b>2556</b>
<b>Secondary Total</b>	<b>2100</b>	<b>409</b>	<b>51</b>	<b>2560</b>	<b>2097</b>	<b>410</b>	<b>51</b>	<b>2558</b>
<b>Grand Total</b>	<b>4264</b>	<b>873</b>	<b>93</b>	<b>5230</b>	<b>4263</b>	<b>875</b>	<b>94</b>	<b>5232</b>

\*Preschool

Actual Acton-Boxborough Grade K-6

3/1/2023

Grade	Blanchard		Total	Conant		Total	Douglas		Total	Gates		Total	McCarthy		Total	Merriam		Total	Total #	Sec.vg. Size
	ADK	AM		ADK	AM		ADK	AM		ADK	AM		ADK	AM		ADK	AM			
	54	4		36	1		52	4		54	0		54	2		36	2			
K	19	19	20	19	18	37	19	19	18	56	17	18	19	54	18	19	19	38	299	16 18.7
			11			1			0				3				0		16	
Gr. 1	20	21	16	19	20	21	21	21	22	64	19	18	20	57	21	20	22	64	346	17 20.4
			10			0			2				2				1		19	
Gr. 2	18	18	19	18	20	38	20	21	19	60	18	20	38	20	20	19	59	20	329	16 20.6
			18			1			1				1				3		25	
Gr. 3	21	21	22	21	21	63	22	22	23	67	23	21	44	23	22	20	65	22	370	17 21.8
			18			2			2				2				4		30	
Gr. 4	22	20	23	23	21	66	23	25	48	22	23	45	23	23	24	70	24	391	17 23.0	
			26			3			1				3				5		38	
Gr. 5	22	24	24	23	23	70	22	23	45	24	22	46	21	20	20	21	82	23	408	17 24.0
			20			3			3				2				2		34	
Gr. 6	21	22	23	23	24	72	23	22	45	23	24	69	25	25	25	75	25	400	17 23.5	
			20			0			1				3				1		27	
			123			10			10				16				18		189	
<b>Total</b>	<b>24</b>	<b>21.1</b>	<b>506</b>	<b>19</b>	<b>21.4</b>	<b>406</b>	<b>18</b>	<b>21.4</b>	<b>385</b>	<b>17</b>	<b>20.8</b>	<b>353</b>	<b>21</b>	<b>21.3</b>	<b>448</b>	<b>20</b>	<b>22.3</b>	<b>445</b>	<b>2543</b>	<b>117 21.7</b>

123 Acton residents attend school in Boxborough

66 Boxborough residents attend school in Acton



# Town of Acton Massachusetts

## 2023

## ANNUAL ELECTION CALENDAR

### Annual Town Election - Tuesday April 25, 2023

Nomination papers for the Annual Election are now available.  
Please email [clerk@actonma.gov](mailto:clerk@actonma.gov) to request Nomination Papers.

Last day to obtain nomination papers Friday March 3, 2023

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

Last day to object/withdraw Thursday March 23, 2023

Last day to register voters Friday April 14, 2023

Last day to post town warrant Tuesday April 11, 2023

### TOWN OFFICIALS OFFICES TO BE ELECTED

#### Moderator

1 Member – 1 year term

#### Acton Board of Select Board

2 Members – 3 year term

#### School Committee

3 Members – 3 year term

#### Trustee- Memorial Library

1 Member – 3 year term

#### Water Supply District - Acton

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

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

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

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

### Annual Town Meeting - Monday, May 1, 2023

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

#### Temporary Moderator

1 Member – 1 year term

#### Trustees, West Acton Citizen's Library

1 Member – 3 year term

#### Trustees, Charlotte Goodnow Fund

1 Member – 3 year term

#### Trustees, Elizabeth White Fund

1 Member – 3 year term

#### Trustees, New Fireman's Relief Fund Acton

1 Member - 3 year term



## BOXBOROUGH TOWN CLERK

29 Middle Road, Boxborough, Massachusetts 01719

Phone: (978) 264-1727 · Fax: (978) 264-3127

[rharris@boxborough-ma.org](mailto:rharris@boxborough-ma.org)

### ELECTION/TOWN MEETING CALENDAR 2023

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

**Annual Town Election: Tuesday, May 16**

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

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

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

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

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

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

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

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

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

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

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

**SENATE . . . . . No.**

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**The Commonwealth of Massachusetts**

PRESENTED BY:

*Jason M. Lewis*

*To the Honorable Senate and House of Representatives of the Commonwealth of Massachusetts in General Court assembled:*

The undersigned legislators and/or citizens respectfully petition for the adoption of the accompanying bill:

An Act increasing the Commonwealth's share of the education foundation budget.

PETITION OF:

NAME:	DISTRICT/ADDRESS:	
<i>Jason M. Lewis</i>	<i>Fifth Middlesex</i>	
<i>Rebecca L. Rausch</i>	<i>Norfolk, Worcester and Middlesex</i>	<i>1/23/2023</i>



**SENATE . . . . . No.**

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[Pin Slip]

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[SIMILAR MATTER FILED IN PREVIOUS SESSION  
SEE SENATE, NO. 355 OF 2021-2022.]

**The Commonwealth of Massachusetts**

\_\_\_\_\_  
**In the One Hundred and Ninety-Third General Court  
(2023-2024)**  
\_\_\_\_\_

An Act increasing the Commonwealth's share of the education foundation budget.

*Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same, as follows:*

1           SECTION 1. Section 2 of Chapter 70 of the General Laws is hereby amended by striking  
2 the definition of "total state target local contribution" and inserting, in place thereof the  
3 following:-

4           "Total state target local contribution", the per cent of the total state foundation budget  
5 which is to be funded through required local contributions, provided that the per cent shall be  
6 specified annually in the general appropriations act but shall not exceed 58 per cent.

7           SECTION 2. Section 2 of Chapter 70 of the General Laws is hereby amended by striking  
8 the definition of "total state target local contribution" and inserting, in place thereof the  
9 following:-

10           “Total state target local contribution”, the per cent of the total state foundation budget  
11 which is to be funded through required local contributions, provided that the per cent shall be  
12 specified annually in the general appropriations act but shall not exceed 57 per cent.

13           SECTION 3. Section 2 of Chapter 70 of the General Laws is hereby amended by striking  
14 the definition of "total state target local contribution" and inserting, in place thereof the  
15 following:-

16           “Total state target local contribution”, the per cent of the total state foundation budget  
17 which is to be funded through required local contributions, provided that the per cent shall be  
18 specified annually in the general appropriations act but shall not exceed 56 per cent.

19           SECTION 4. Section 2 of Chapter 70 of the General Laws is hereby amended by striking  
20 the definition of "total state target local contribution" and inserting, in place thereof the  
21 following:-

22           “Total state target local contribution”, the per cent of the total state foundation budget  
23 which is to be funded through required local contributions, provided that the per cent shall be  
24 specified annually in the general appropriations act but shall not exceed 55 per cent.

25           SECTION 5. Section 2 of Chapter 70 of the General Laws is hereby amended by striking  
26 the definition of "total state target local contribution" and inserting, in place thereof the  
27 following:-

28           “Total state target local contribution”, the per cent of the total state foundation budget  
29 which is to be funded through required local contributions, provided that the per cent shall be  
30 specified annually in the general appropriations act but shall not exceed 54 per cent.

31 SECTION 6. Section 2 shall take effect on January 1, 2024.

32 SECTION 7. Section 3 shall take effect on January 1, 2025.

33 SECTION 8. Section 4 shall take effect on January 1, 2026.

34 SECTION 9. Section 5 shall take effect on January 1, 2027.