



Acton-Boxborough Regional
School Committee Meeting

November 6, 2014

6:45 p.m. Executive Session
7:00 p.m. Open Meeting

at the R.J. Grey Junior High Library

ACTON-BOXBOROUGH REGIONAL SCHOOL COMMITTEE (ABRSC) MEETING

Library
R.J. Grey Junior High School

November 6, 2014
6:45 p.m. Executive Session
7:00 p.m. Open Meeting

AGENDA (revised)

1. **Call to Order** (6:45 p.m.)
2. **Executive Session** – “*Strategy with respect to collective bargaining*”

BACK TO OPEN MEETING

3. **Chairman’s Introduction**
4. **Statement of Warrant and Approval of Minutes**
 - 4.1. Minutes of School Committee Meetings
 - 4.1.1. 10/28/14 (3 Board Meeting)
 - 4.1.2. 9/4/14, 9/18/14, 10/9/14 (ES) and 10/16/14 (*all at next meeting*)
5. **Public Participation**
6. **Annual Enrollment Projections Presentation** – *Mary Ann Ashton, Peter Ashton*
7. **FY16 School Calendar Discussion** – FIRST READING - *Glenn Brand*
 - 7.1. Memo with policy IC/ICA
 - 7.2. Proposed Draft #1- Schools Open 9/2/15 (before Labor Day), 3 religious holidays off
 - 7.3. Proposed Draft #2 – Schools Open 9/8/15 (after Labor Day), 3 religious holidays off
 - 7.4. Current FY15 School Calendar, fyi
8. **Single Tier Elementary Busing Presentation** – *JD Head*
9. **MCAS Report** – *Deborah Bookis*
 - 9.1. Presentation slides (*revised from original packet*)
 - 9.2. MA DESE 2014 School Accountability Determinations slides
 - 9.3. *Fewer Mass. Schools Earn Top State Rating*, Boston Globe, 9/29/14
 - 9.4. *Competency Determination Decision for the Class of 2019*, DESE, 6/13/14
 - 9.5. Spring 2014 MCAS results posted at:
<http://www.abschools.org/departments/curriculum/assessment>
10. **Finance Department Update** – *Clare Jeannotte*
 - 10.1. FY15 Update
 - 10.1.1. Recommendation to Approve Revision to Table 6 – **VOTE**
11. **OPEB Trust Fund Annual Meeting Report** – *Kristina Rychlik*
 - 11.1. OPEB Trust Agreement, 12/6/12
 - 11.2. FY14 Portfolio Review, 6/30/14
12. **FY15 Superintendent and District Goals** – **FIRST READ** - *Glenn Brand*
13. **Subcommittee Updates**

- 13.1. **Outreach** – *Kristina Rychlik (oral)*
- 13.2. **Policy**
 - 13.2.1. Consent Agenda #7 – **FIRST READ** – Maria Neyland (*next meeting*)
 - 13.2.2. Public Participation at School Committee Meetings, File: BEDH (new) – **FIRST READ** – Maria Neyland
 - 13.2.3. Criminal Offender Record Information (CORI), File: ADDA (new) – **FIRST READ** – Marie Altieri
 - 13.2.4. Fingerprint-Based Criminal History Record Information (CHRI) Checks, File: ADDB (new) – **FIRST READ** – Marie Altieri
- 13.3. **Regionalization Financial Oversight** – meeting on 10/23/14 – *Mike Coppolino (oral)*
- 13.4. **Establish Budget Subcommittee members -VOTE-** *Kristina Rychlik (oral)*

14. School Committee Member Reports

- 14.1. Acton Leadership Group (ALG) – *Kristina Rychlik*
 - 14.1.1. Minutes from 10/9/14 meeting
- 14.2. Boxborough Leadership Forum (BLF) – *Maria Neyland*
- 14.3. Health Insurance Trust (HIT)– *Mary Brolin*
- 14.4. Other Post Employment Benefits (OPEB) Task Force– *Dennis Bruce*
- 14.5. Acton Finance Committee - *Dennis Bruce*
- 14.6. Acton Board of Selectmen - *Paul Murphy*
- 14.7. Acton-Boxborough SpedPAC – *Paul Murphy*
- 14.8. Boxborough Finance Committee- *Maria Neyland*
- 14.9. Boxborough Board of Selectmen – *Brigid Bieber*
- 14.10. Joint PTO/PTSO/PTF Co-Chairs – *Deanne O’Sullivan*
- 14.11. Three Board Meeting - Acton Selectmen, Finance Committee and ABRSC on 10/28/14 – *Kristina Rychlik*
 - 14.11.1. Presentation slides from the 3 Boards
- 14.12. Boxborough Master Plan Update – *Maria Neyland*

15. Recommendation to Approve Field Trip to Quebec – **VOTE** - *Glenn Brand*

16. Superintendent’s Report – *Glenn Brand*

- 16.1. Update on District Committees
 - 16.1.1.1.** District Safety & Emergency, chaired by the Superintendent
 - 16.1.1.2.** Superintendent’s Safety Task Force, chaired by the Superintendent
 - 16.1.1.3.** Anti-Bullying & Harassment Review, chaired by Todd Chicko & Priscilla Kotyk
 - 16.1.1.4.** School Wellness Advisory, chaired by Diana McNicholas & Diane Spring

17. **FOR YOUR INFORMATION**

- 17.1. High School Discipline Report, *October 2014 (addendum)*
- 17.2. Junior High Discipline Report, *October 2014 (addendum)*
- 17.3. FY15 School Improvement Plan revision, *Douglas School, October 2014*
- 17.4. No School, Delayed Opening & Emergency Release Procedures memo to families
- 17.5. ABRSD Pupil Services
 - 17.5.1. Early Childhood Student Population, 11/1/14
 - 17.5.2. ELL Student Population by School, 11/1/14
- 17.6. Dismissal Schedule for 11/26/14
- 17.7. Monthly Enrollment, November 1, 2014

ADJOURN

NEXT MEETINGS: 11/20/14 and 12/4/14, **ABRSC** Meetings, 7:30 p.m. Junior High Library

Fincom/BOS/School Committee Joint Meeting

October 28, 2014

Moderator Don MacKenzie conducting this meeting

Introductions of meeting attendees

Town Staff attending: Brian McMullen, Steven Barrett, Steve LeDoux, Marie Alteri, Glen Brand

All Fincom members in attendance, all BoS, all school committee (?)

Steve Noone, Mike Gowing, Kristina Rychlik called their respective meetings to order, 7:10pm

Steve: Here to meet together and get to know each other as well as talk about long term financial planning

- I. Dennis Bruce, Vice-Chair of School Committee, presented School committee's preliminary five year financial plan, including key uncertainties and major assumptions.
 - a. Major budget drivers include increasing OPEB and Middlesex retirement contributions
 - b. Also discussed teacher salary contracts, transportation, special ed changes and costs, and debt service
- II. Mike Gowing, Chair of Selectmen, presented BoS early 5 year financial forecast
 - a. Revenues—Tax levy capacity and new growth amounts for next couple of years
 - i. Overlay—set aside amount to cover uncollected, unused \$\$ can be returned to free cash
 - ii. Cherry Sheet—Town's net state aid in FY15 is projected at \$1,250,000—projected at 1% increase in FY16 and then 2.5% in later years
 - iii. Excise taxes—projected to increase 7% in FY16 and then 2% thereafter
 - iv. Fees at 2%
 - v. Interest income 0% increase
 - b. Expenses
 - i. Salaries: 2.75% increase
 - ii. Potential new staff budgeted as well that are associated with potential capital costs e.g., Senior Center, North Acton Fire Station
 - iii. OPEB
 - iv. Minuteman capital project—Wild card—we don't know what this will be
- III. Mary Ann Ashton from Fincom, explaining the methodology of the Long Range Financial Plan
 - a. Maps broad categories of budget (all salaries, all health benefits from schools and municipal, for example)
 - b. Considers changes in things like cost savings, service levels, capital programs
 - c. Estimates amount of reserves required to fund budget

- IV. Steve Noone presents resulting Long Range plan—main problem is that based on the projected number reserves get eaten up by FY17
- V. Questions:
 - a. Margaret asked does the school budget reflect the savings from regionalization as well as declining enrollment. Kristina says yes. Does the town budget's reflect the capital cost (debt service and additional salaries) of senior center and North Acton Fire Center? Mike Gowing answered yes.
 - b. Bill Mullen and Bridget Bieber asked questions re: how the contribution of reserves will work with a newly regionalized school system, when the split used to be divided roughly by thirds, how will it work now? The answer is that it we don't know yet.
- VI. Ideas: How can we deal with this problem of running out of reserves?
 - a. Doug Tindal gives the perspective of how the last time we were in this same situation, the sky didn't fall, but still a useful exercise and the key is that all three boards need to communicate; advocates that we explicitly structure our reserves, and they shouldn't exceed 5% of overall budget
 - b. Bill Mullen tells us that the model does tell us where our major drivers are
 - c. Franny suggests regionalization of services where possible/Margaret concurs—lots of ideas for this in the 2020 plan
 - d. Margaret: need to realize that no idea is too small to cut—every bit can add up to a lot of savings; also, we need to understand—are we overbudgeting? Why do we throw off so many reserves? Is this built into the model?
 - e. Steve: But, still, if we don't do anything different, we will be in trouble.
 - f. Don: Big things are labor, and technology can ease that cost
 - g. Mike G.—Little things do add up—the solar farm at the transfer station—very successful and savings Town money
 - h. Margaret: Can we set up a tri-board subcommittee thinking through how to better use technology?
 - i. Mike M: Need to promote economic development—need a economic development director
 - j. Franny: One thing we could do to bring new businesses is bring sewers to West Acton; what about charging double to choice students?
 - k. Dennis: Choice students pay significantly less than the \$13,000 per pupil cost--\$5000 per student.
 - l. Mary Brolin: Choice students fee can help with fixed costs, if the seats aren't taken
 - m. Mike C. You can use technology to leverage the resources we have in the schools
 - n. Margaret: Best friend from business school is expert on blended (technology + teachers in school) learning, we could use her as a resource if people wanted it
 - o. Don asked Glenn Brand what his thoughts are on using technology: Brand says he is definitely interested in exploring this and plans to integrate more technology
 - p. Doug : we need to think about the small numbers—the full capacity of the tax levy--\$1.8 million—that's what the 2.5% increase in taxes would represent

DRAFT

- q. Paul: Explore looking into more energy efficiencies—exploring energy resourced through geo thermal energy, for example
 - r. Bridget: The school's long range strategic plan has been a great resource to keep the schools' disciplined in adding expenses. One possible cut is the amount of bus passing goes on—it's been a service creep, getting more and more costly
 - s. Kristina: Has the school or the town ever invested in a grantwriter?
 - t. Franny: School transportation—bus passing—maybe a fixed route transportation system that parents were willing to pay for. Would the town ever consider doing development itself, particularly senior housing, to encourage seniors to stay in town?
 - u. Mike G.: We can figure out ways to use our resources more efficiently and effectively ; also could consider not busing kids that live within a mile of the school
 - v. Maya: Can we tax developers to pay a fee for taking down mature tree? There is constant tension because we seem to lack so much, in terms of safe biking spaces, trails to get to schools, etc—how do we prioritize?
 - w. Deanne: If we add senior condos, we may think we help the situation. But people find loop holes and more kids will come in. But what about better retail? We have to go everywhere else to buy things. We need to attract better economic development.
 - x. Franny—Can we have a meal tax? Mike G. We opted not to do that several years go?
 - y. Kristina: Margaret, can you speak to the fincom outreach you are doing? Margaret: Basically just trying to increase our visibility, let them know about what the fincom does as well as offer them our perspective as outlined in our Point of View.
 - z. Deanne: Is there a follow up in the spring? Should it be an annual meeting? More often? No agreement yet on the frequency of the meetings, but definite agreement that they should be a regular occurrence.
- VII. Meeting adjourned by their respective committee members at 9:35

Update on School Enrollment Projections 2014

Peter K. Ashton
Mary Ann Ashton

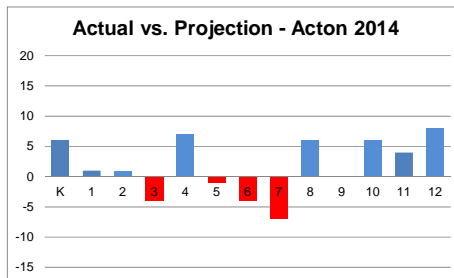
November 6, 2014

Enrollment Continues to Decline

- Enrollment this year is down in both towns
 - Region experienced a decline of 108 students or 2% broken down as follows:
 - Acton:
 - Elementary enrollment declined by 25 students
 - JHS declined by 11 students
 - HS declined by 27 students
 - Boxborough:
 - Elementary down by 8 students
 - JHS decreased by 9 students
 - HS decreased by 28 students
- Continuation of long term trend

Difference between Projection and Actual for 2014

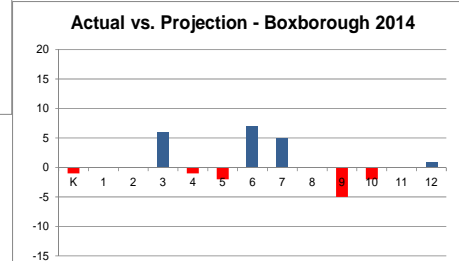
This is where we attempt to show how good we are at predicting the future. Of course this is only one year out, but overall we *under* predicted by 31 students or an error rate of less than 0.5%



Blue means we under predicted, red means we over predicted, e.g., for Acton kindergarten we predicted 269 and 275 arrived

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Looking back 7 years we were only off by about 3.5% in predicting this year's total enrollment.



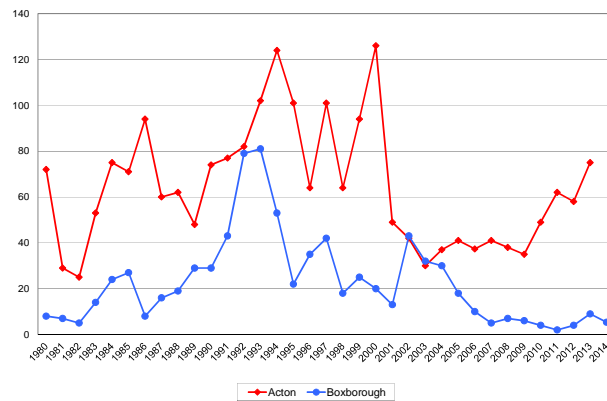
What is the Cohort Survival Method?

- Computes the ratio of children in one grade compared to the number who “survive” to the next grade
 - Starting point is birth to kindergarten ratio
 - based on relationship between kindergarten enrollments and live births five years earlier
 - Grade progression ratios follow the number of children who advance from one grade to the next
 - Relies on birth data and birth projections
 - Captures effects of net migration, population changes, retention rates, housing trends
 - Assumes history is a reasonable predictor of the future
- Use 5 year average of historical trends

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Building Permits by Town

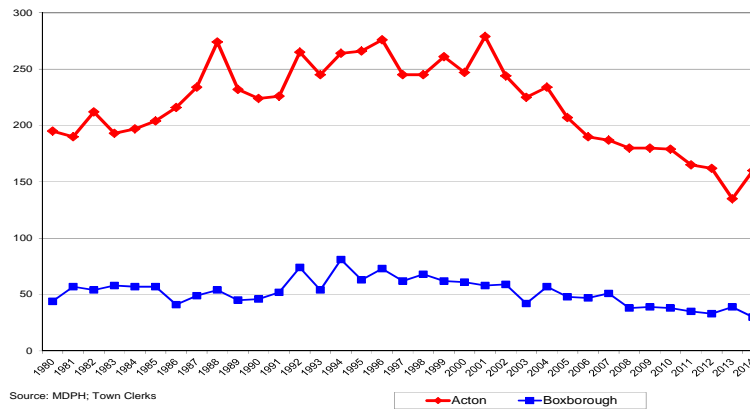
SF Building Permits:



- The number of single family permits in Acton is increasing again after a decade long decline
- Boxborough housing permits have been declining since 2002

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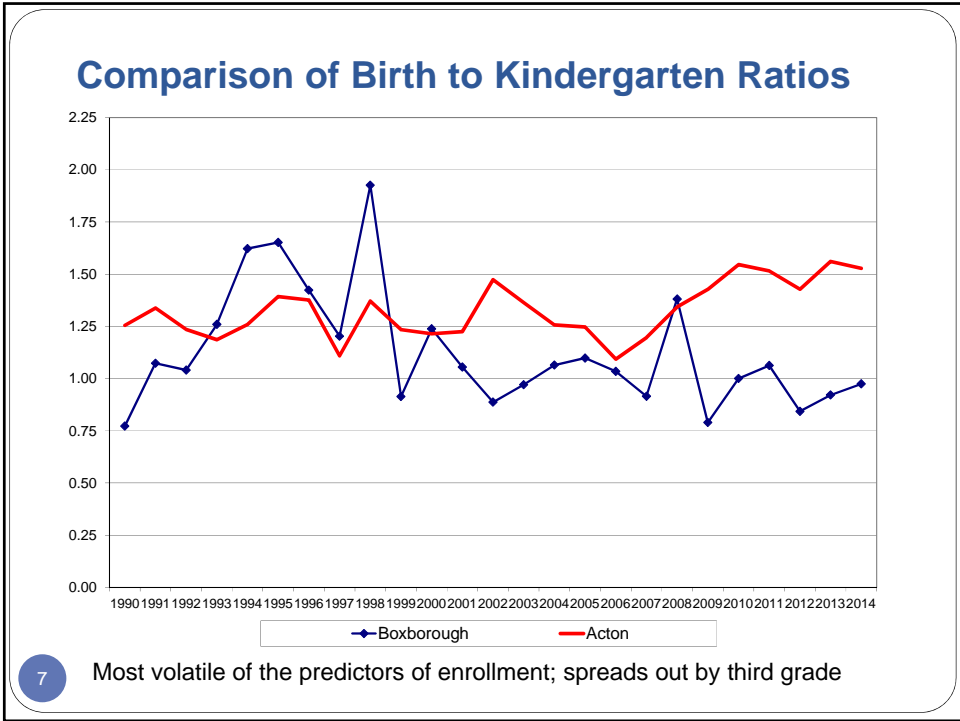
Births in Acton and Boxborough



Source: MDPH; Town Clerks

- Acton and Boxborough births declining since 2002; 2013 appears anomalous for Acton
- Reflects a state-wide trend of declining births
- Our birth model suggests some slight increase in the future, but well below the trend observed in 1990s and early 2000s

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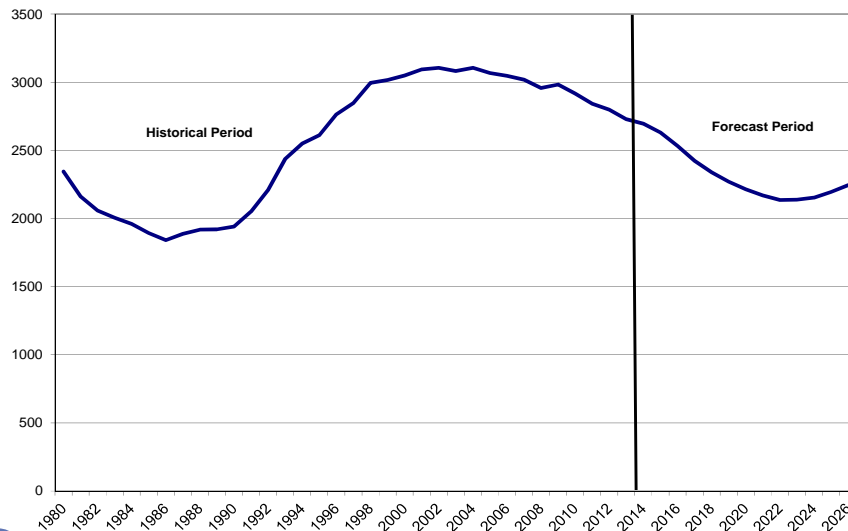
- ## Enrollment Projections
- Projections developed using “standard” model (excludes “choice”)
 - Project separately for the two towns given different trends
 - Birth projections have been revised downward again
 - Residential development on the wane in both towns
 - Housing turnover is picking up as housing market recovers
 - Decline in births and low new construction lead to decrease in enrollment over the next decade
 - If turnover accelerates, this could mitigate the decline slightly
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Enrollment Projections

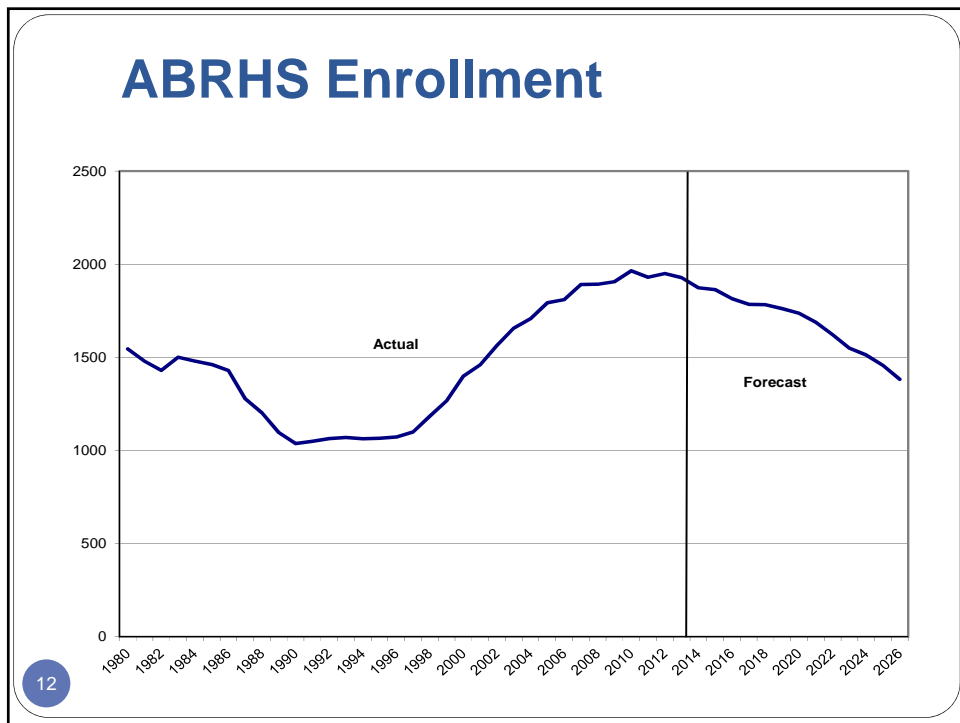
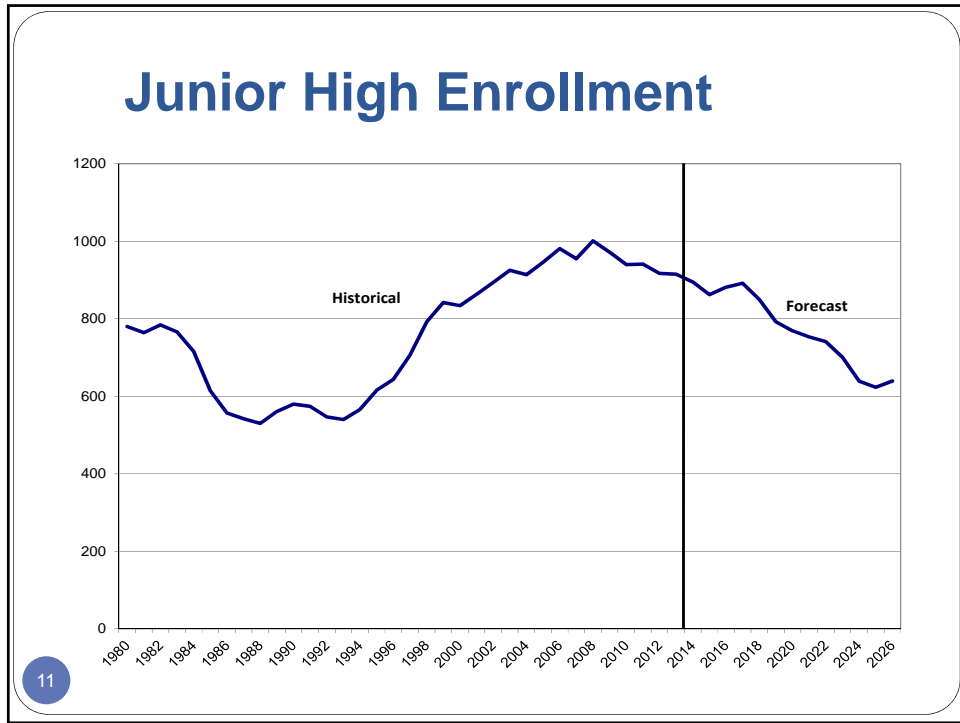
- Region-wide enrollment continues to decline for the foreseeable future
 - A decline of almost 1,200 students region-wide vs. today's enrollment
- Enrollment doesn't begin to increase until 2023 at elementary level
 - Regional elementary enrollment drops by about 550 students between now and 2022; then increases by about 100 students by 2026
 - JHS/SHS both continue to drop; total decline is 740 students between now and 2026
 - Total enrollment at JHS drops to about 625 by 2025
 - HS enrollment drops to 1400 by 2026

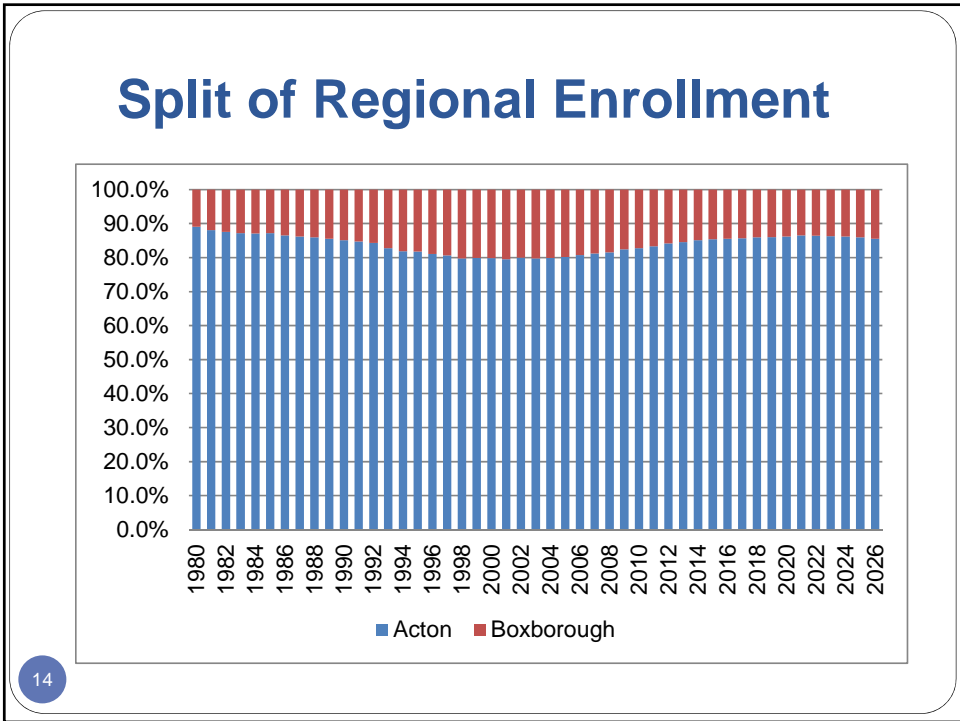
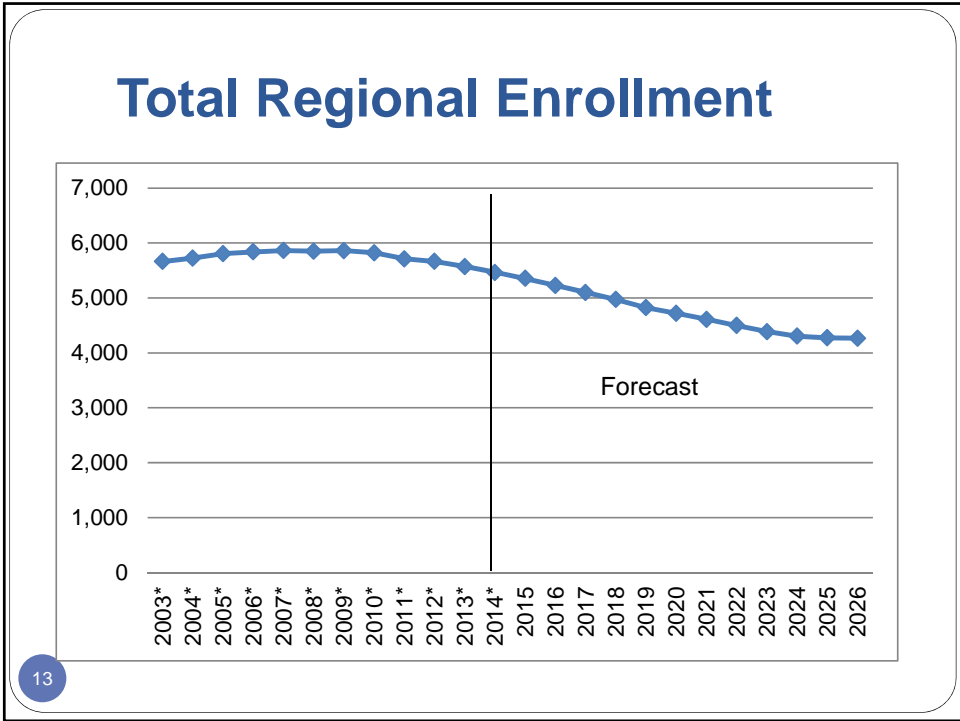
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Regional K-6 Enrollment



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Enrollment Projections
Acton-Boxborough Regional School District

November 2014

Revised Enrollment Projections - 11/14

PUBLIC SCHOOL ENROLLMENT PROJECTIONS									
Elementary School									
Acton, MA: 2003-2026									
Year	K-12	K	1	2	3	4	5	6	Total
2003*	4,517	334	348	369	360	355	365	349	2,480
2004*	4,575	328	352	363	376	365	361	379	2,524
2005*	4,654	308	352	359	372	380	375	370	2,516
2006*	4,712	305	315	371	375	375	387	390	2,518
2007*	4,762	292	320	340	389	394	382	397	2,514
2008*	4,773	301	326	336	349	381	404	384	2,481
2009*	4,830	334	333	349	358	359	391	407	2,531
2010*	4,815	320	347	342	344	369	360	394	2,476
2011*	4,760	294	333	354	351	351	369	361	2,413
2012*	4,768	267	312	348	382	354	354	382	2,399
2013*	4,713	281	302	316	365	375	355	358	2,352
2014*	4,650	275	303	314	325	377	377	356	2,327
2015	4,574	271	294	312	325	330	378	382	2,292
2016	4,472	250	290	303	322	329	331	383	2,209
2017	4,370	246	268	299	313	327	331	335	2,118
2018	4,271	224	263	275	309	318	328	335	2,052
2019	4,149	228	240	270	285	313	319	332	1,988
2020	4,069	232	244	247	279	289	315	323	1,929
2021	3,989	236	248	251	255	284	290	318	1,883
2022	3,887	240	252	256	260	259	285	293	1,845
2023	3,783	244	257	260	264	264	260	288	1,836
2024	3,711	247	261	264	269	268	265	263	1,837
2025	3,674	251	265	268	273	273	269	268	1,867
2026	3,650	262	269	272	277	277	274	272	1,903

PUBLIC SCHOOL ENROLLMENT PROJECTIONS			
Junior School			
Acton, MA: 2003-2026			
Year	7	8	Total
2003*	375	354	729
2004*	351	368	719
2005*	391	351	742
2006*	382	400	782
2007*	395	381	776
2008*	402	407	809
2009*	393	402	795
2010*	395	401	796
2011*	391	408	799
2012*	375	396	771
2013*	389	376	765
2014*	354	400	754
2015	357	361	717
2016	382	364	746
2017	384	390	773
2018	336	391	727
2019	335	342	677
2020	333	342	675
2021	323	339	663
2022	319	330	648
2023	289	325	614
2024	264	294	558
2025	268	269	537
2026	273	274	547

PUBLIC SCHOOL ENROLLMENT PROJECTIONS					
High School					
Acton, MA: 2003-2026					
Year	9	10	11	12	Total
2003*	343	328	315	322	1308
2004*	362	338	332	300	1332
2005*	368	361	341	326	1396
2006*	345	364	369	334	1412
2007*	391	345	366	370	1472
2008*	385	394	342	362	1483
2009*	402	382	383	337	1504
2010*	402	390	370	381	1543
2011*	385	415	387	361	1548
2012*	408	392	419	379	1598
2013*	394	404	393	405	1596
2014	372	400	404	393	1569
2015	396	374	398	397	1565
2016	357	398	372	391	1518
2017	360	359	395	366	1479
2018	385	361	357	389	1492
2019	387	387	359	351	1484
2020	338	389	385	353	1466
2021	338	340	387	379	1443
2022	336	340	338	380	1394
2023	326	337	338	333	1334
2024	321	328	335	332	1317
2025	291	323	326	330	1270
2026	266	292	321	320	1200

Revised Enrollment Projections - 11/14

PUBLIC SCHOOL ENROLLMENT PROJECTIONS									
Elementary School									
Boxborough, MA: 2003-2026									
Year	K-12	K	1	2	3	4	5	6	Total
2003*	1,146	66	68	91	87	86	108	95	601
2004*	1,151	66	70	74	98	79	85	109	581
2005*	1,152	67	74	67	75	96	84	88	551
2006*	1,126	60	67	76	68	76	95	87	529
2007*	1,102	54	70	69	72	68	76	95	504
2008*	1,078	58	57	72	71	70	72	77	477
2009*	1,030	45	59	60	66	74	74	73	451
2010*	1,005	48	54	66	61	68	73	70	440
2011*	952	51	49	53	66	60	72	77	428
2012*	897	43	52	51	53	63	65	72	399
2013*	858	35	43	53	55	57	69	64	376
2014*	813	38	37	45	59	55	58	76	368
2015	782	36	40	39	47	60	58	59	338
2016	756	34	39	42	40	47	62	59	323
2017	728	32	36	40	44	40	50	63	305
2018	700	37	34	37	42	44	42	50	287
2019	673	37	40	35	39	42	46	43	282
2020	650	37	40	41	36	39	44	47	285
2021	621	39	39	41	43	37	41	45	286
2022	611	41	42	41	43	43	39	42	291
2023	604	43	44	43	43	43	46	39	301
2024	594	45	46	46	45	43	46	46	317
2025	599	47	48	48	47	46	45	46	327
2026	616	50	50	50	50	48	48	46	341

PUBLIC SCHOOL ENROLLMENT PROJECTIONS			
Junior High			
Boxborough, MA: 2003-2026			
Year	7	8	Total
2003*	97	99	196
2004*	99	96	195
2005*	103	101	204
2006*	91	108	199
2007*	87	92	179
2008*	99	93	192
2009*	77	100	177
2010*	69	75	144
2011*	71	71	142
2012*	74	72	146
2013*	72	78	150
2014*	68	73	141
2015	76	69	145
2016	59	77	136
2017	58	60	118
2018	63	59	123
2019	50	64	115
2020	43	51	94
2021	47	44	91
2022	45	48	93
2023	41	46	87
2024	39	42	81
2025	46	40	86
2026	46	47	93

PUBLIC SCHOOL ENROLLMENT PROJECTIONS					
High School					
Boxborough, MA: 2003-2026					
Year	9	10	11	12	Total
2003*	97	100	74	78	349
2004*	97	102	101	75	375
2005*	103	91	101	102	397
2006*	100	104	96	98	398
2007*	116	100	106	97	419
2008*	87	116	100	106	409
2009*	97	88	116	101	402
2010*	108	101	97	115	421
2011*	78	109	99	96	382
2012*	71	74	107	100	352
2013*	72	73	81	106	332
2014*	76	71	75	82	304
2015	74	76	74	75	299
2016	70	75	79	74	298
2017	78	71	77	79	305
2018	61	79	73	77	290
2019	61	61	82	73	276
2020	66	61	63	82	271
2021	52	66	63	63	244
2022	45	52	68	63	228
2023	49	45	54	68	215
2024	47	49	46	54	196
2025	43	47	50	46	186
2026	40	43	48	50	182

Revised Enrollment Projections - 11/14

PUBLIC SCHOOL ENROLLMENT PROJECTIONS									
Elementary School									
ABRSD: 2010-2026									
Year	K-12	K	1	2	3	4	5	6	Total
2010*	5,820	368	401	408	405	437	433	464	2,916
2011*	5,712	345	382	407	417	411	441	438	2,841
2012*	5,665	310	364	399	435	417	419	454	2,798
2013*	5,571	316	345	369	420	432	424	422	2,728
2014*	5,463	313	340	359	384	432	435	432	2,695
2015	5,356	308	335	350	371	389	436	441	2,630
2016	5,228	284	329	345	362	377	393	442	2,532
2017	5,099	277	303	339	357	368	380	399	2,422
2018	4,971	262	296	312	351	362	371	385	2,339
2019	4,823	266	280	305	323	356	365	375	2,270
2020	4,720	269	284	288	316	328	359	370	2,214
2021	4,610	275	288	293	298	320	331	363	2,169
2022	4,498	281	294	297	303	302	323	335	2,136
2023	4,387	287	300	303	307	307	306	327	2,137
2024	4,305	293	306	310	314	311	310	309	2,153
2025	4,273	298	313	316	320	318	314	314	2,194
2026	4,266	312	319	322	327	325	321	318	2,244

PUBLIC SCHOOL ENROLLMENT PROJECTIONS			
Junior School			
ABRSD: 2010-2026			
Year	7	8	Total
2010*	464	476	940
2011*	462	479	941
2012*	449	468	917
2013*	461	454	915
2014*	422	473	895
2015	432	430	862
2016	441	441	882
2017	442	449	892
2018	399	451	849
2019	385	407	792
2020	376	393	769
2021	370	383	753
2022	364	377	741
2023	330	371	701
2024	303	336	639
2025	315	308	623
2026	319	321	640

PUBLIC SCHOOL ENROLLMENT PROJECTIONS					
High School					
ABRSD: 2010-2026					
Year	9	10	11	12	Total
2010*	510	491	467	496	1964
2011*	463	524	486	457	1930
2012*	479	466	526	479	1950
2013*	466	477	474	511	1928
2014	448	471	479	475	1873
2015	470	450	471	472	1864
2016	427	472	451	465	1815
2017	438	429	473	445	1785
2018	446	440	430	466	1782
2019	447	448	441	424	1761
2020	404	450	449	435	1737
2021	390	406	450	442	1688
2022	380	392	406	443	1622
2023	374	382	392	401	1549
2024	368	376	382	386	1512
2025	334	370	376	376	1456
2026	306	335	370	371	1382

Excludes choice
* Actual data

Sources: Acton-Boxborough School System
Acton Town Clerk & Building Commissioner
Mass. Department of Public Health

NOTE: This scenario is a result of utilizing 5 year average for grade to grade ratios and for kindergarten to birth ratio

Office of the Superintendent
Acton-Boxborough Regional School District
(978) 264-4700 x 3206
www.abschools.org

To: Acton-Boxborough Regional School Committee members
From: Glenn A. Brand
Date: 10/31/2014
Re: 2015-16 School Year Calendar

I would like to proposal two possible calendars for your consideration for the 2015-16 school year, per policy IC which requires an annual vote by the School Committee.

In consideration of both the date of Labor Day (September 7th) and our contractual obligations of not holding school on the Friday before Labor Day, the leadership team believes that there are few options in working around these realities.

The leadership team would like to have one of our two professional days occur before school starts. This day would be in conjunction with the opening day for staff that has occurred in the past and would allow for the maximization of preparing for the start of school and return of students.

Key elements of each of the two proposals include:

Option #1:

- Professional days for all staff would be Monday August 31 and Tuesday September 1.
- Students in grades K-7 and 9 would begin on Wednesday, September 2
- Students in all grades (including 8 and 10-12) would begin on Thursday, September 3.
- No School on Friday, September 4 (by contract) and Monday September 7 (Labor Day)

Option #2:

- Professional days for all staff would be Wednesday, September 2 and Thursday, September 3.
- Students in grades K-7 and 9 would begin on Tuesday, September 8.

- Students in all grades (including 8 and 10-12) would begin on Wednesday September 9.

Based upon the discussion that the School Committee had last year, it is my understanding that it is generally not the intention of the Committee to reconsider its current position regarding religious holidays at this time. Consequently, these calendar proposals mirror the FY15 calendar as it relates to the observance of religious holidays and in both of the attached options there is no school scheduled on Monday, September 14 (Rosh Hashanah), Wednesday, September 23 (Yom Kippur), or Friday, March 25 (Good Friday).

In closing, it is recognized that there are benefits and drawbacks to both options. However, while both represent a school calendar that the leadership team can support, the administration does prefer Option #2. However, it should be noted that if this were to be the agreed upon option, we would need a side letter from the ABEA given current contract language. The administration has reached out to the ABEA leadership and we do not believe that securing this side letter would be a problem.

File: IC/ICA

SCHOOL YEAR/SCHOOL CALENDAR

The school calendar for the ensuing year will be prepared by the Superintendent and submitted to the School Committee for approval annually. The number of days or instructional hours scheduled for the school year will be determined in accordance with the following standards set by the Acton-Boxborough Regional School Committee.

The schools shall ensure that every student is scheduled to receive sufficient learning time to receive an appropriate public school education.

For the information of staff, students, and parents, the calendar will set forth the days schools will be in session; holidays and vacation periods; in-service days; and parent conferences.

LEGAL REFS.: M.G.L. 4:7; 15:1G; 71:1; 71:4; 71:4A; 71:73; 136:12
Board of Education Regulations for School Year and School Day,
effective 9/1/75
Board of Education, Student Learning Time Regulations
603 CMR 27.00, Adopted 12/20/94

Approved: 3/20/14

Acton-Boxborough Regional School District

Acton-Boxborough Regional School District
DRAFT #1 SCHOOL CALENDAR, 2015-2016
Bold Underlined Dates = No School Days

6.2
***Parent/Guardian Conferences**
**** Professional Learning for Staff**

ABRSD Elementary Schools dismiss early on the 1st and 3rd Thursdays of each month.

	Jan.	Feb.	Mar.	Apr.	May	June									
Sept.	M T W T F 1 2 3 4 7 8 9 10 11 14 15 16 17 18 21 22 23 24 25 28 29 30	M T W T F 1 2 3 4 5 8 9 10 11 12 15 16 17 18 19 22 23 24 25 26 29	M T W T F 1 2 3 4 7 8 9 10 11 14 15 16 17 18 21 22 23 24 25 28 29 30 31	M T W T F 1 2 3 4 7 8 9 10 11 14 15 16 17 18 21 22 23 24 25 28 29 30 31	M T W T F 1 2 3 4 7 8 9 10 11 14 15 16 17 18 21 22 23 24 25 28 29 30 31	M T W T F 2 3 4 5 6 9 10 11 12 13 16 17 18 19 20 23 24 25 26 27 30 31	M T W T F 1 2 3 6 7 8 9 10 13 14 15 16 17 20 21 22 23 24 27 28 29 30	Teachers' mtgs. – 8/31 & 9/1 Labor Day – Sept 4 & 7 Schools Open – Sept 2 Rosh Hashanah – Sept 14 Yom Kippur – Sept 23 School Days - 17	Schools Open - Jan. 4 ** JH Early Dis. – Jan Martin Luther King Day - Jan. 18 Kindergarten Change-over - Jan. 25 School Days - 19	**JH and HS Early Dis – Feb Presidents' Day - Feb. 15 Winter Recess - Feb. 15-19 School Days – 16	Good Friday – Mar 25 School Days - 22	**JH and HS Early Dis – Apr Spring Recess - April 18-22 Patriots Day – April 18 School Days - 16	Memorial Day - May 30 School Days - 21	Graduation – June 3 Last day – June 20 (plus one for each unscheduled no school day) School Days - 14	Total Days = 180
Oct.	M T W T F 1 2 5 6 7 8 9 12 13 14 15 16 19 20 21 22 23 26 27 28 29 30	M T W T F 1 2 3 4 5 8 9 10 11 12 15 16 17 18 19 22 23 24 25 26 29	M T W T F 1 2 3 4 7 8 9 10 11 14 15 16 17 18 21 22 23 24 25 28 29 30 31	M T W T F 1 2 3 4 7 8 9 10 11 14 15 16 17 18 21 22 23 24 25 28 29 30 31	M T W T F 1 2 3 4 7 8 9 10 11 14 15 16 17 18 21 22 23 24 25 28 29 30 31	M T W T F 2 3 4 5 6 9 10 11 12 13 16 17 18 19 20 23 24 25 26 27 30 31	M T W T F 1 2 3 6 7 8 9 10 13 14 15 16 17 20 21 22 23 24 27 28 29 30	**JH and HS Early Dis – Oct Columbus Day - Oct. 12 *Elem Early Dismissal – Oct School Days - 21	**JH and HS Early Dis – Feb Presidents' Day - Feb. 15 Winter Recess - Feb. 15-19 School Days – 16	Good Friday – Mar 25 School Days - 22	**JH and HS Early Dis – Apr Spring Recess - April 18-22 Patriots Day – April 18 School Days - 16	Memorial Day - May 30 School Days - 21	Graduation – June 3 Last day – June 20 (plus one for each unscheduled no school day) School Days - 14	Total Days = 180	
Nov.	M T W T F 2 3 4 5 6 9 10 11 12 13 16 17 18 19 20 23 24 25 26 27 30	M T W T F 1 2 3 4 5 8 9 10 11 12 15 16 17 18 19 22 23 24 25 26 29	M T W T F 1 2 3 4 7 8 9 10 11 14 15 16 17 18 21 22 23 24 25 28 29 30 31	M T W T F 1 2 3 4 7 8 9 10 11 14 15 16 17 18 21 22 23 24 25 28 29 30 31	M T W T F 1 2 3 4 7 8 9 10 11 14 15 16 17 18 21 22 23 24 25 28 29 30 31	M T W T F 2 3 4 5 6 9 10 11 12 13 16 17 18 19 20 23 24 25 26 27 30 31	M T W T F 1 2 3 6 7 8 9 10 13 14 15 16 17 20 21 22 23 24 27 28 29 30	**Prof. Day - Nov. 3 (no school/students) Veterans Day - Nov. 11 Half Day - Nov. 25 Thanksgiving Recess - Nov. 26, 27 School Days - 17	Good Friday – Mar 25 School Days - 22	**JH and HS Early Dis – Apr Spring Recess - April 18-22 Patriots Day – April 18 School Days - 16	Memorial Day - May 30 School Days - 21	Graduation – June 3 Last day – June 20 (plus one for each unscheduled no school day) School Days - 14	Total Days = 180		
Dec.	M T W T F 1 2 3 4 7 8 9 10 11 14 15 16 17 18 21 22 23 24 25 28 29 30 31	M T W T F 1 2 3 4 5 8 9 10 11 12 15 16 17 18 19 22 23 24 25 26 29	M T W T F 1 2 3 4 7 8 9 10 11 14 15 16 17 18 21 22 23 24 25 28 29 30 31	M T W T F 1 2 3 4 7 8 9 10 11 14 15 16 17 18 21 22 23 24 25 28 29 30 31	M T W T F 1 2 3 4 7 8 9 10 11 14 15 16 17 18 21 22 23 24 25 28 29 30 31	M T W T F 2 3 4 5 6 9 10 11 12 13 16 17 18 19 20 23 24 25 26 27 30 31	M T W T F 1 2 3 6 7 8 9 10 13 14 15 16 17 20 21 22 23 24 27 28 29 30	*Jr. High Early Dis – Dec Winter Recess - Dec. 24 - Jan. 3 School Days - 17	Good Friday – Mar 25 School Days - 22	**JH and HS Early Dis – Apr Spring Recess - April 18-22 Patriots Day – April 18 School Days - 16	Memorial Day - May 30 School Days - 21	Graduation – June 3 Last day – June 20 (plus one for each unscheduled no school day) School Days - 14	Total Days = 180		

Note: See attached DESE list for some major religious holidays.

No School and Delayed Opening Announcements air on TV Channels 4, 5 and 7 and radio stations WBZ and WEIM. See postings at <http://abschools.org>

Acton Town Meeting begins April X, 2016.
 Boxborough Town Meeting begins May X, 2016.

Acton-Boxborough Regional School Committee Meetings are held twice a month. See <http://www.abschools.org/school-committee> for more information.

Acton-Boxborough Regional School District
DRAFT #2 SCHOOL CALENDAR, 2015-2016
Bold Underlined Dates = No School Days

*Parent/Guardian Conferences
** Professional Learning for Staff

ABRSD Elementary Schools dismiss early on the 1st and 3rd Thursdays of each month.

Month	Day	Date	Event	Day	Date	Event
Sept.	M	1	Teachers' mtg. – Sept 2 & 3 Labor Day – Sept 7	F	1	Schools Open - Jan. 4 ** JH Early Dis. – Jan Martin Luther King Day - Jan. 18 Kindergarten Change-over - Jan. 25 School Days - 19
	T	2		F	8	
	W	3		F	15	
	T	4		F	22	
	F	5		F	29	
	S	6				
	S	7				
Oct.	M	8	Schools Open – Sept 8 Rosh Hashanah – Sept 14	F	1	**JH and HS Early Dis – Feb Presidents' Day - Feb. 15 Winter Recess - Feb. 15-19 School Days – 16
	T	9		F	8	
	W	10		F	15	
	T	11		F	22	
	F	12		F	29	
	S	13				
	S	14				
Nov.	M	15	Yom Kippur – Sept 23 School Days - 15	F	1	**Prof. Day - Nov. 3 (no school/students) Veterans Day - Nov. 11 Half Day - Nov. 25 Thanksgiving Recess - Nov. 26;27 School Days - 17
	T	16		F	8	
	W	17		F	15	
	T	18		F	22	
	F	19		F	29	
	S	20				
	S	21				
Dec.	M	22	School Days - 15	F	1	**JH and HS Early Dis – Apr Spring Recess - April 18-22 Patriots Day – April 18 School Days - 16
	T	23		F	8	
	W	24		F	15	
	T	25		F	22	
	F	26		F	29	
	S	27				
	S	28				
Jan.	M	29	School Days - 15	F	1	**JH and HS Early Dis – Apr Spring Recess - April 18-22 Patriots Day – April 18 School Days - 16
	T	30		F	8	
	W	31		F	15	
	T	1		F	22	
	F	2		F	29	
	S	3				
	S	4				
Feb.	M	5	School Days - 15	F	1	**JH and HS Early Dis – Apr Spring Recess - April 18-22 Patriots Day – April 18 School Days - 16
	T	6		F	8	
	W	7		F	15	
	T	8		F	22	
	F	9		F	29	
	S	10				
	S	11				
Mar.	M	12	School Days - 15	F	1	**JH and HS Early Dis – Apr Spring Recess - April 18-22 Patriots Day – April 18 School Days - 16
	T	13		F	8	
	W	14		F	15	
	T	15		F	22	
	F	16		F	29	
	S	17				
	S	18				
Apr.	M	19	School Days - 15	F	1	**JH and HS Early Dis – Apr Spring Recess - April 18-22 Patriots Day – April 18 School Days - 16
	T	20		F	8	
	W	21		F	15	
	T	22		F	22	
	F	23		F	29	
	S	24				
	S	25				
May	M	26	School Days - 15	F	1	**JH and HS Early Dis – Apr Spring Recess - April 18-22 Patriots Day – April 18 School Days - 16
	T	27		F	8	
	W	28		F	15	
	T	29		F	22	
	F	30		F	29	
	S	31				
	S	1				
June	M	2	School Days - 15	F	1	**JH and HS Early Dis – Apr Spring Recess - April 18-22 Patriots Day – April 18 School Days - 16
	T	3		F	8	
	W	4		F	15	
	T	5		F	22	
	F	6		F	29	
	S	7				
	S	8				

Note: See attached DESE list for some major religious holidays.

No School and Delayed Opening Announcements air on TV Channels 4, 5 and 7 and radio stations WBZ and WEIM. See postings at <http://abschools.org>

Acton Town Meeting begins April X, 2016.
Boxborough Town Meeting begins May X, 2016.

Acton-Boxborough Regional School Committee Meetings are held twice a month. See <http://www.abschools.org/school-committee> for more information.

Total Days = 180

October 2014						
S	M	T	W	T	F	S
28	29	30	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	21	22	23	24	25	
26	27	28	29	30	31	
2	3	4	5	6	7	8

Holiday Observances in Massachusetts

(Statewide Legal Holidays are in Bold)

This list includes statewide legal holidays (in **bold**) and some major religious holidays. It does not include all religious holidays observed by every faith. State and federal law require schools to make reasonable accommodation to the religious needs of students and employees. For information on other religious holidays observed by members of religions represented in your school community, please see <http://www.interfaithcalendar.org/> or contact local clergy. School vacations are determined by school districts and charter schools. Please contact the local school administration office for details. Contact information can be found at [Massachusetts Schools and Districts](#).

	2014-2015 School Yr.	2015-2016 School Yr.	2016-2017 School Yr.
Eid al-Fitr**	Tues., July 29	Sat., July 18	Thurs., July 7
Labor Day	Mon., Sept. 1	Mon., Sept. 7	Mon., Sept. 5
Rosh Hashanah*	Sept. 25-Sept. 26	Sept. 14-Sept. 15	Oct.3-Oct. 4
Yom Kippur*	Sat., Oct. 4	Wed., Sept. 23	Wed., Oct. 12
Sukkot*	Thurs., Oct. 9	Mon., Sept. 28	Mon., Oct. 17
Columbus Day	Mon., Oct. 13	Mon., Oct. 12	Mon., Oct. 10
Ramadan**	June 29-July 28	June 18-July 17	June 6-July 5
Veterans' Day	Tues., Nov. 11	Wed., Nov. 11	Fri., Nov. 11
Diwali	Thurs., Oct. 23	Wed., Nov. 11	Sun., Oct. 30
Thanksgiving	Thurs., Nov. 27	Thurs., Nov. 26	Thurs., Nov. 24
Eid al-Adha**	Sun., Oct. 5	Wed., Sept. 23	Tues., Sept. 13
Chanukah*	Wed., Dec. 17	Mon., Dec. 7	Sun., Dec. 25
Christmas Day	Thurs., Dec. 25	Fri., Dec. 25	Sun. Dec. 25
Kwanzaa	Fri., Dec. 26	Sat., Dec. 26	Mon., Dec. 26
New Year's Day	Thurs., Jan. 1	Fri., Jan. 1	Sun., Jan. 1
Martin Luther King, Jr. Day	Mon., Jan. 19	Mon., Jan. 18	Mon., Jan. 16
Presidents' Day	Mon., Feb. 16	Mon., Feb. 15	Mon., Feb. 20
Chinese New Year	Thurs., Feb. 19	Tues., Mar. 8	Sat., Jan. 28
Ash Wednesday	Wed., Feb. 18	Wed., Feb 10	Wed., Mar. 1
Vernal Equinox	Fri., Mar. 20	Sun., Mar. 20	Mon., Mar. 20
Evacuation Day***	Tues., Mar. 17	Thurs., Mar. 17	Fri., Mar. 17
Palm Sunday	Sun. Mar. 29	Sun., Mar. 20	Sun., April 9
Passover *	Sat. April 4	Sat., April 23	Mon., April 10
Good Friday	Fri., April 3	Fri., Mar. 25	Fri., April 14
Easter	Sun., April 5	Sun., Mar. 27	Sun., April 16
Orthodox Good Friday	Fri., April 10	Fri., April 29	Fri., April 14
Orthodox Easter	Sun., April 12	Sun., May 1	Sun., April 16
Patriots' Day	Mon., April 20	Mon., April 18	Mon., April 17
Memorial Day	Mon., May 25	Mon., May 30	Mon., May 29
Shavuot*	Sun., May 24	Sun., June 12	Tues., May 30

Bunker Hill Day****	Wed., June 17	Fri., June 17	Sat., June 17
Independence Day	Sat., July 4	Mon., July 4	Tues., July 4

*
All Jewish holidays begin at sundown on the evening prior to the day of the holiday. In addition to dates noted, observant Jews celebrate the second, seventh and eighth days of Passover; the second, eighth and ninth days of Sukkot; and two days of Shavuot. Mass. Lawyers Diary and Manual.

**
Due to the lunar calendar, these are only approximate dates.

Previous legal holiday in Suffolk County

*Massachusetts Department of
Elementary & Secondary Education*

This is our **CURRENT** year calendar!

6.4

Acton-Boxborough Regional School District
SCHOOL CALENDAR, 2014-2015
Bold Underlined Dates = No School Days

*Parent/Guardian Conferences
 ** Professional Learning for Staff

Starting this year, ABRSD Elementary Schools will dismiss early on the 1st and 3rd Thursdays of each month.

Sept.	M	T	W	T	F	
	<u>1</u>	2	3	4	5	Labor Day – Sept 1
	8	9	10	11	12	Teachers' mtg. – Sept 2
	15	16	17	<u>18</u>	19	Schools Open – Sept 3
	22	23	24	<u>25</u>	26	Rosh Hashanah – Sept 25
	29	30				School Days - 19
Oct.	M	T	W	T	F	
			1	2	3	**JH and HS Early Dis – Oct 2
	6	7	8	9	10	Columbus Day - Oct. 13
	<u>13</u>	14	15	16	17	*Elem Early Dismissal – Oct 22 & 28
	20	21	22	23	24	School Days -22
	27	28	29	30	31	
Nov.	M	T	W	T	F	
	3	<u>4</u>	5	6	7	**Prof. Day - Nov. 4 (no school/students)
	10	<u>11</u>	12	13	14	Veterans Day - Nov. 11
	17	18	19	20	21	Half Day - Nov. 26
	24	25	26	<u>27</u>	<u>28</u>	Thanksgiving Recess - Nov. 27-28
						School Days - 16
Dec.	M	T	W	T	F	
	1	2	3	4	5	
	8	9	10	11	12	*Jr. High. Early Dis – Dec 11&16
	15	16	17	18	19	Winter Recess - Dec. 24 - Jan. 4
	22	23	<u>24</u>	<u>25</u>	<u>26</u>	School Days - 17
	<u>29</u>	<u>30</u>	<u>31</u>			

Jan.	M	T	W	T	F	Schools Open - Jan. 5
				<u>1</u>	<u>2</u>	** JH Early Dis. – Jan 8
	5	6	7	8	9	**Prof. Day – Jan 16 (no school/students)
	12	13	14	<u>15</u>	<u>16</u>	Martin Luther King Day - Jan. 19
	<u>19</u>	20	21	22	23	Kindergarten Change-over - Jan. 26
	26	27	28	29	30	School Days - 18
Feb.	M	T	W	T	F	
	2	3	4	5	6	**JH and HS Early Dis – Feb 5
	9	10	11	12	13	Presidents' Day - Feb. 16
	<u>16</u>	<u>17</u>	<u>18</u>	<u>19</u>	<u>20</u>	Winter Recess - Feb. 16-20
	23	24	25	26	27	School Days - 15
Mar.	M	T	W	T	F	
	2	3	4	5	6	HS Late Start only for students NOT
	9	10	11	12	13	taking MCAS –Mar 24, 25, 26
	16	17	18	19	20	
	23	24	25	26	27	School Days - 22
	30	31				
Apr.	M	T	W	T	F	
			1	2	<u>3</u>	**JH and HS Early Dis – Apr 2
	6	7	8	9	10	Good Friday – April 3
	13	14	15	16	17	Spring Recess - April 20-24
	<u>20</u>	<u>21</u>	<u>22</u>	<u>23</u>	<u>24</u>	Patriots Day – April 20
	27	28	29	30		School Days - 16
May	M	T	W	T	F	
					1	HS Late Start only for students NOT
	4	5	6	7	8	taking MCAS – May 12, 13
	11	12	13	14	15	Memorial Day - May 25
	18	19	20	21	22	School Days - 20
	<u>25</u>	26	27	28	29	
June	M	T	W	T	F	
	1	2	3	4	5	Graduation – June 5
	8	9	10	11	12	Last day – June 19
	15	16	17	18	19	(plus one for each unscheduled no school day)
	22	23	24	25	26	School Days - 15
	29	30				Total Days = 180

Note: Yom Kippur is Saturday, October 4, 2014. See DESE list attached.

No School and Delayed Opening Announcements air on: <http://ab.mec.edu>,
 TV Channels 4, 5, and 7 and radio stations WBZ and WEIM

Acton Town Meeting begins April 6, 2015.

Boxborough Town Meeting begins May 11, 2015.

Monthly Acton-Boxborough Regional School Committee Meetings are held. See <http://ab.mec.edu/about/meetings.shtml> for more information.

Acton-Boxborough Regional School District

Impact of Single Tier Elementary Transportation 11/06/2014

Why Single Tier?

- Started the conversation in conjunction with K – 12 Regionalization
- Stop the annual rotation of elementary school start times
- Get school communities off the “late schedule”
- Pros vs. Cons
 - More desirable school schedules
 - Schedule consistency
 - Possible better transportation support for extra-curricular activities
 - Expense
 - Parking / Maintenance Facility
 - Staffing

Operational Complications

- Centralized school locations decentralized population base
- Choice
- Explored multiple models
- Routing parameters
 - Appropriate length of a bus ride
 - Bus stop expectations
 - Expectation to bus all students to any desired location
- Driver hiring and retention
- Driver Compensation
- School parking and driveway physical footprint
- Parking, Facility, and Staffing

Single-Tier Anticipated Costs

- To run the operation as efficiently as possible while balancing acceptable routing parameters, we would need to run 52 Bus Routes
- Elementary school routes would break down as follows:
 - Douglas and Gates 16 routes
 - McCarthy Towne and Merriam 16 routes
 - Conant 10 routes
 - Blanchard 7 routes
 - Crosstown 3 routes
- Would increase regular education transportation spending by approximately \$1.6 million per year
- Reimbursement consideration based on current reimbursement projections for this school year, about 77% of the 1.6 million would be reimbursable, assuming 65% reimbursement we would expect approximately \$800K of the increase to be reimbursed.

Impact on School Schedule

- **Current Schedules**
 - HS 7:23 AM – 2:18 PM
 - Jr. High 7:30 AM – 2:06 PM
 - Elem Early 8:40 AM – 2:50 PM
 - Elem Late 9:20 AM – 3:30 PM
 - Buses clear 4 – 4:05 PM 6 buses / 4:05 – 4:15 20 buses / 4:15 – 4:25 6 buses
- **Possible Single Tier**
 - HS 7:45 AM – 2:40 PM
 - Jr. High 7:55 AM – 2:40 PM
 - Elem Single 9:00 AM – 3:10 PM
 - Schools empty buses rolling home by 3:25 PM, “latest” students arriving home by 4:10 PM

Options

- Option A: Implement single tier September 2015
- Option B: Maintain current model
- Option C: Maintain current model but without a rotating elementary schedule
- Option D: Forego any changes until the start time discussion emerges with recommendations

Questions?



TO: Glenn Brand, Superintendent of Schools
FROM: J.D. Head, Director of Facilities and Transportation
RE: ABRSD Single Tier Elementary Transportation 2015/16 School year
DATE: November 3, 2014

History

Moving from two-tiered elementary school transportation to a single tiered model has been discussed at length over the last two years. Historically, the five Acton elementary schools rotated between the early and late schedules with Gates and Douglas being grouped as one tier and Conant, McCarthy Towne, and Merriam being the other tier. Boxborough Public School, being a single school district, always operated on its own "early" tier. With this first year of our expanded region, the Blanchard Memorial School joined the Gates and Douglas schools on the early schedule. The early schedule is 8:40 AM to 2:50 PM (B/G/D) and the late schedule is 9:20 AM to 3:30 PM (C/M/McT).

Tiered transportation in a public school environment is a very common model designed to keep transportation expenses manageable. For example, ABRSD per pupil cost of \$464 is below the 2012 per pupil average in Massachusetts of \$592. Tiered transportation is one of the reasons.

Why are we considering this now?

Why are we considering this possible change? In the course of all of the discussions leading up to full regionalization, some parents voiced a strong preference for the early schedule over the late one, and many expressed frustration with the inconvenience of rotating between the early and late schedules every year.

Last year we worked with routing consultants who recommended that we could transport all six elementary schools concurrently utilizing 5 Blanchard buses, 6 Conant, 13 Merriam/McT, and 13 Douglas/Gates buses, based on this information we were projecting single tier would increase our operational expenses by approximately \$160,000. Having run the expanded region for just nine weeks now, we already better understand how and why the consultants were off in their estimations. Currently it takes us 8 buses and drivers to transport for Blanchard Memorial, we utilize 11 buses for Conant, which is nearly double what the consultants recommended. These two schools being off by eight transportation units (One transportation unit = one bus + one driver) would equate to a half million-dollar shortfall alone. We believe we now have single tier routes that could be effectively implemented and they total 52 vs. 37 recommended by the

consultants last year. This would be a total of 15 additional units or an increase of nearly one million dollars simply related to the increase in units.

I believe that the routing consultants missed the mark so badly due to the extraordinarily unique transportation system that we operate at ABRSD:

- Our "School Choice" model allows students to attend any of our 6 elementary schools, no matter what part of the two towns they live in, and we must transport them.
- We have a large, mostly rural community of over 30 square miles combined.
- Many of our neighborhoods and side streets do not have sidewalks.

Currently we are running 32 bus routes on all three tiers, which is the minimum we could possibly utilize and still run our operation within our routing parameters.

Our routing parameters are, in priority order;

- Routes and stops are safe
- Students get to school on time
- Bus ride time is no longer than 45 minutes
- Target min 60% capacity
- Be as efficient as possible
- Attempt to be as equitable as possible

We could not currently, under this existing operation, subtract any bus routes and continue to meet our routing parameters. In order to meet our mission while running transportation for all six elementary schools concurrently we would need to utilize 52 bus routes. Essentially, we would need 20 additional transportation units to provide student transportation for all six schools concurrently for approximately 2800 students. As a matter of perspective in relationship to the total school budget, our current operation represents approximately 3.5% of the total budget and moving to single tier would increase that percentage to approximately 5.5%.

We have explored many transportation models, keeping in mind the goal of getting all students home earlier than we do now. We analyzed a system that would create neighborhood busing to every school, meaning one bus would pick up Minuteman Ridge and then transport to all six schools. We analyzed a hub and spoke system that would create certain central location areas where students may need to switch buses to get to their appropriate school. In the end, we landed on the most efficient, operable system being one where we simply utilize fixed transportation units servicing individual schools. It is important to note that we have made gains in the area of getting students home earlier this year. As of the 8th week of school, we are now in a position where buses are all clear of students as follows, 4 - 4:05 PM 6 buses / 4:05 - 4:15 20 buses / 4:15 - 4:25 6 buses. This means that approximately 7% of our elementary population is arriving home later than 4:05 PM. Conversely, last school year approximately 12% of our Acton elementary student population

was arriving home later than 4:05 PM. If we were to move to a single tier we would anticipate approximately 5% of our elementary population still arriving home after 4:05 PM, but all students will be home by 4:10 PM compared to the current latest home arrival being 4:20 PM.

A final consideration would be the impact that single tier busing for elementary students would have on all of our school schedules K - 12. One of the reasons that our current start times are so early at the Junior High/High School level is because we have to squeeze in three tiers of transportation during the school day. If we were to move to a single tier model, then we could consider later start times for the Secondary student population. For example, if we hypothetically start the High School and Junior High just twenty minutes later under this model, then the school schedule could possibly look something like this: HS 7:45 - 2:40 / Jr. High 7:55 - 2:40 / Elementary 9:10 - 3:20. Under this model, some relief could be given to the older students, but then the elementary students would run closer to the current late schedule which some parents object to..

Decision - Financial Investment Based on District Priorities

Obviously, the issue of moving to a single tier of busing for elementary students is very complicated with a number of consequences. As in many situations moving one of the puzzle pieces to try to alleviate pressure in an area causes a ripple effect in other areas. Ultimately we as a community need to decide if single tiered elementary student transportation is a financial investment that we want to make based on our school district's priorities.

2014 MCAS Report to the School Committee

Acton Public Schools
Boxborough School District
Acton Boxborough Regional School District

Deborah Bookis, Director of Curriculum and Assessment
November 6, 2014

Guiding Questions

- ♦ What is the current context for reviewing the results?
- ♦ What can these results tell us about our district's strengths and our challenges?
- ♦ What are some ways we can address our challenges?
- ♦ What's happening with MCAS and PARCC?

Context

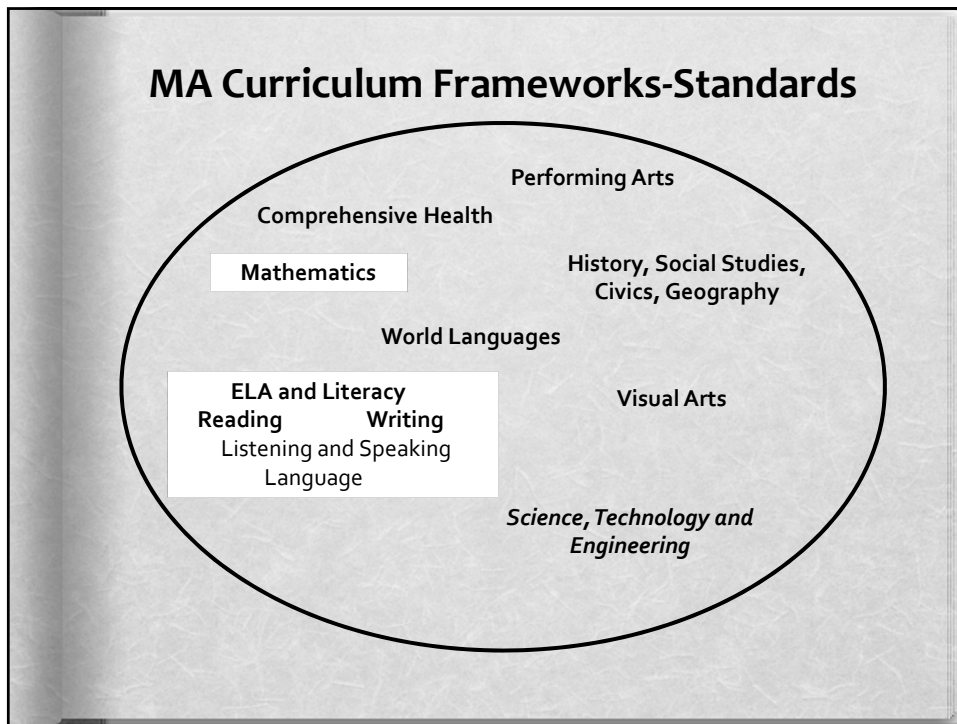
- Multiple Measures
- Standards
- PARCC Field Test
- Across the Commonwealth

Linda Darling Hammond

Charles E. Ducommun Professor of Education, Stanford University

- ◆ “Curriculum guidance should be lean . . . and allow teachers to create dynamic lessons responsive to their communities and their students’ needs.”
- ◆ “Curricular resources should be available for teachers to select, adapt, try out, and refine together in collegial settings across schools . . . assessments should be robust, developed with and scored by teachers, and provide students to demonstrate learning in many ways.”

Darling-Hammond, Linda. “The Common-Core Standards Offer a Guide, Not a Straitjacket.” *EdWeek* 15 October 2014: 24. Print.



- ## Context
- Multiple Measures
 - Standards
 - PARCC Field Test
 - Across the Commonwealth

PARCC Field Test

- ◆ Two 8th grade Algebra I Honors Classes participated in the field test.
- ◆ 77% proficient or advanced
- ◆ Add 50 students back . . . 40 at advanced, 10 at proficient
- ◆ Result would be 80% proficient or advanced

Context

- Multiple Measures
- Standards
- PARCC Field Test
- Across the Commonwealth

Accountability

What is PPI? (Progress and Performance Index)

100 Point Index assigned to districts, schools and student groups based on progress from one year to the next

Points	Progress
100	Above Target
75	On Target
50	Improved Below Target
25	No Change
0	Declined

Based on:

- ♦ Achievement-CPI (Composite Performance Index)
- ♦ Growth/Improvement-SGP (Student Growth Percentile)
- ♦ For high schools only-graduation and dropout rates

State Accountability Levels

	Schools	Districts
Level 1 2013	31%	24%
Level 2 2013	48%	57%
Level 1 2014	26%	19%
Level 2 2014	53%	61%

Accountability

- Acton Public Schools
 - Level 2-one or more schools in the district classified as Level 2
 - Cumulative PPI for all students is 93 (met target)
 - Cumulative PPI for High Needs Group is 69 (did not meet target)
 - Low Income Cumulative PPI: 73
 - ELL and Former ELL Cumulative PPI: 74
 - Students with Disabilities Cumulative PPI: 70

Accountability

- Boxborough School District
 - Level 1
 - Cumulative PPI for all students is 100 (met target)
 - Cumulative PPI for High Needs Group is 100 (met target)
 - Low Income Cumulative PPI: N/A
 - ELL and Former ELL Cumulative PPI: N/A
 - Students with Disabilities Cumulative PPI: 100

Accountability

- Acton-Boxborough Regional School District
 - Level 2-one or more schools in the district classified as Level 2
 - Cumulative PPI for all students is 99 (met target)
 - Cumulative PPI for High Needs Group is 78 (met target)
 - Low Income Cumulative PPI: 59
 - ELL and Former ELL Cumulative PPI: N/A
 - Students with Disabilities Cumulative PPI: 79

ELA Achievement and Student Growth Percentiles (SGP)

Acton Public Schools Aggregate

Grade	Median SGP	% Proficiency
3	----	77%
4	46 Improvement but Below Target	69%
5	56 On Target	84%
6	60 High Growth	88%

ELA Achievement and Student Growth Percentiles (SGP)

Boxborough School District Aggregate

Grade	Median SGP	% Proficiency
3	----	83%
4	61 High Growth	78%
5	59.5 On Target	96%
6	46 Improvement but Below Target	87%

ELA Achievement and Student Growth Percentiles (SGP)

Acton-Boxborough Regional School District Aggregate

Grade	Median SGP	% Proficiency
7	55 On Target	92%
8	54 On Target	95%
10	54 On Target	99%

ELA SGPs District Aggregates and High Needs Groups

	Acton	Boxborough	A-B
All	54	55.5	55
High Needs	45	41	51
Disability	40	35	49
ELL	43.5	N/A	N/A
Low Income	43	N/A	43

Mathematics Achievement and Student Growth Percentiles (SGP)

Acton Public Schools Aggregate

Grade	Median SGP	% Proficiency
3	---	81%
4	63 High Growth	68%
5	65 High Growth	87%
6	72 High Growth	89%

Mathematics Achievement and Student Growth Percentiles (SGP)

Boxborough School District Aggregate

Grade	Median SGP	% Proficiency
3	----	80%
4	79 High Growth	80%
5	65.5 High Growth	96%
6	55 On Target	80%

Mathematics Achievement and Student Growth Percentiles (SGP)

Acton-Boxborough Regional School District Aggregate

Grade	Median SGP	% Proficiency
7	57 On Target	84%
8	53 On Target (?)	77% (80%)
10	57 On Target	97%

Mathematics SGP District Aggregates and High Needs Groups

	Acton	Boxborough	A-B
All	66.5	66	56
High Needs	61	53	52
Disability	53	53	52
ELL	64	N/A	N/A
Low Income	59	N/A	61

Science Achievement

Acton Public Schools

Grade	District Proficiency	State Proficiency
5	80%	55%

Boxborough School District

Grade	District Proficiency	State Proficiency
5	89%	55%

Acton-Boxborough Regional School District

Grade	District Proficiency	State Proficiency
8	72%	42%
10	96%	71%

How can we address our challenge areas?

- ◆ Personnel
- ◆ Structures and Resources
- ◆ Curriculum Development
- ◆ Professional Learning

PARCC/MCAS Update

High School Competency Determination

- Originally the Class of 2018 was to be the last cohort to have to pass MCAS for graduation requirement and competency determination.
- At June 24, 2014 Board of Elementary and Secondary Education Meeting, they voted to extend the use of MCAS through Class of 2019.
- Rationale - decision won't be made until Nov. 2015, after these students enter high school. If PARCC is adopted, presumably class of 2020 (current 7th graders) will have to take PARCC as CD.

PARCC/MCAS Update

High School Competency Determination

- Rationale - decision won't be made until Nov. 2015, after these students enter high school. If PARCC is adopted, presumably class of 2020 (current 7th graders) will have to take PARCC as CD.

PARCC ?	NOW last MCAS	WAS last MCAS	MCAS		
2020	2019	2018	2017	2016	2015
7	8	9	10	11	12

PARCC/MCAS Update

Fall 2015 Board of Elementary and Secondary Education votes whether or not to adopt PARCC

If BESE votes to adopt PARCC, then:

2015-2016

PARCC Test for grades 3-8

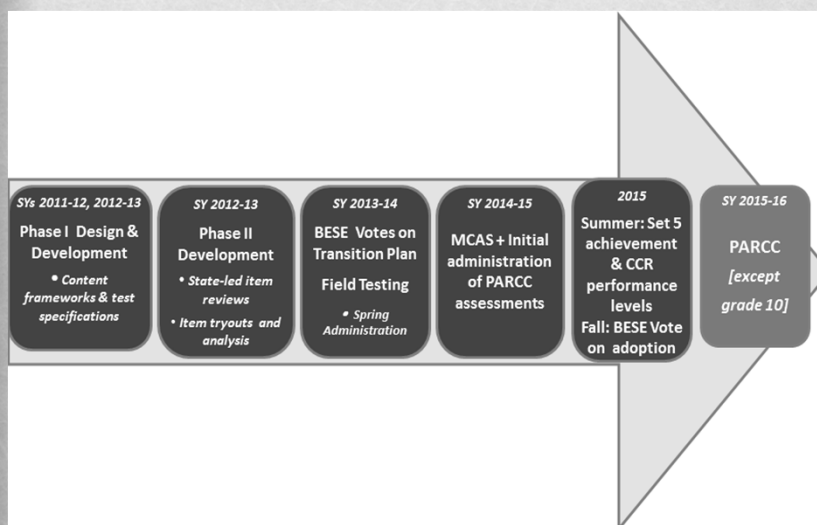
PARCC will offer computer-based and pencil-and-paper tests

MCAS for grade 10

Continued MCAS for STE grades 5, 8 and 10

DESE budget determines extent to which PARCC assessments available for grades 9 and 11

DESE Timeline for “Two-Year” Test Drive

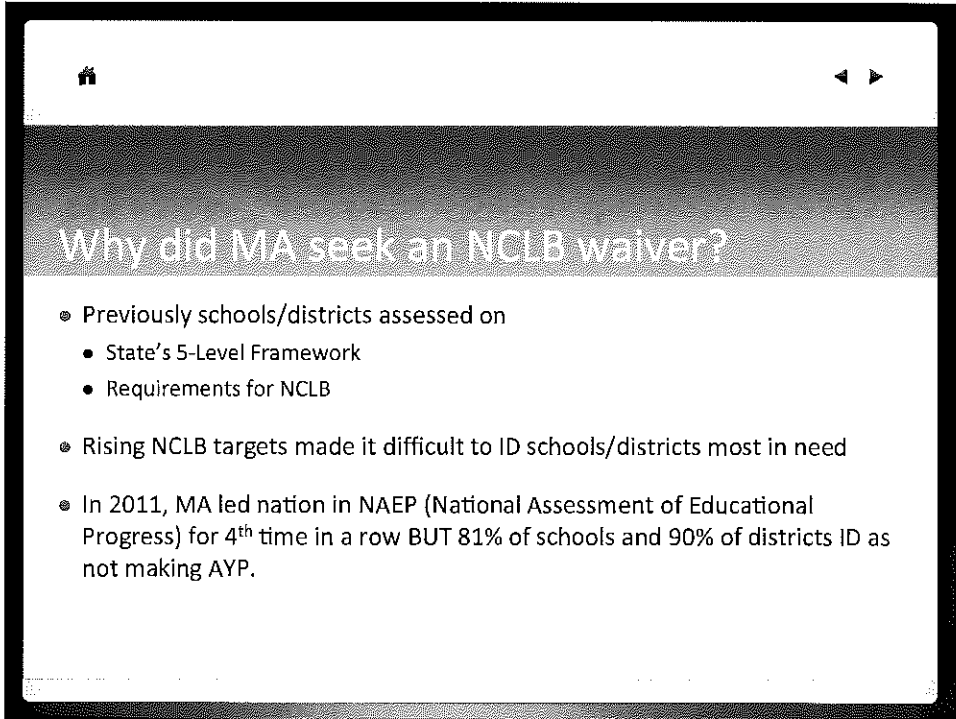
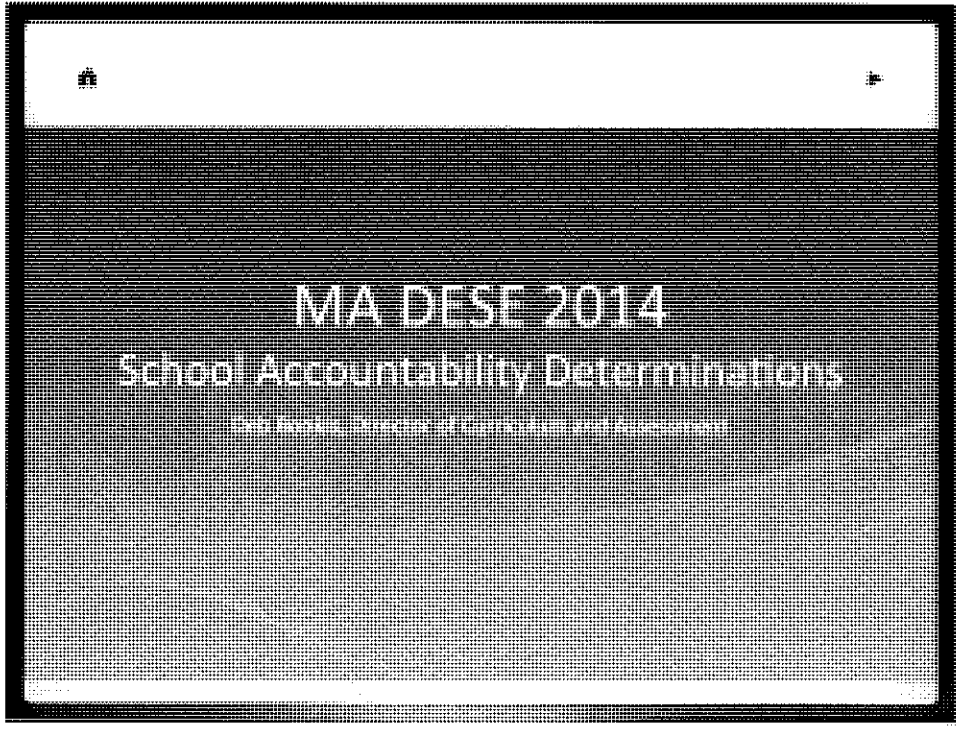


One last story . . .

Acton and Boxborough

- Care about education
- Actively engage in environmental stewardship
- Volunteer





⌂ ◀ ▶

Waiver highlights

Before	After
Maintain high standards and differentiation	Maintain high standards and differentiation
NCLB Goal: 100% of students proficient in 2014	Waiver Goal: Halve Proficiency Gaps by 2017
NCLB Accountability Status Labels	State's 5 Accountability and Assistance Levels (1-5)
AYP (Adequate Yearly Progress)	PPI (Progress and Performance Index) Yearly and Cumulative
Minimum subgroup size: 40	Minimum subgroup size: 30
Title I: 20% choice and SES/10% PD	Title I: Sliding Scale 0-25% PD

⌂ ◀ ▶

What is PPI?

- 100 Point Index assigned to districts, schools and student groups based on progress from one year to the next

Point	Progress
100	Above Target
75	On Target
50	Improved Below Target
25	No Change
0	Declined

- Based on:
 - Achievement-CPI (Composite Performance Index)
 - Growth/Improvement-SGP (Student Growth Percentile)
 - For high schools only-graduation and dropout rates

7 core indicators that comprise PPI

- ELA CPI (Achievement)
- ELA Median SGP (Growth/Improvement)
- Mathematics CPI (Achievement)
- Mathematics Median SGP (Growth/Improvement)
- Science CPI (Achievement)
- Cohort Graduation Rate
- Cohort Dropout Rate

How are points assigned for each indicator?

	Achievement	Growth/Improvement
100 points Above	CPI 97.5 or > OR CPI 90 th percentile for all SGSSW OR exceeded CPI target > 1.25 points	Median SGP 60 or > OR median SGP improvement of 15 or more points
75 points On	W/in +/-1.25 points of CPI target OR CPI 90 th percentile for the GGSSW OR 80 th for all SGSSW	Median SGP 51-59 OR 10-14 median SGP point improvement OR decrease non-proficient by 10%
50 points Impr/Below	<1.25 CPI point improvement	Median SGP 41-50 OR 1-9 median SGP point improvement
25 points No Change	No change OR up to 2.5 CPI decline	Median SGP 31-40
0 points Decline	Decline > 2.5 CPI points	Median SGP 1-30



How is Annual PPI calculated?

- Total number of points divided by the total number of indicators.

Points Earned for Core Indicators	Number of Core Indicators	Annual PPI (500/7)
600	7	86

How is Cumulative PPI calculated?



- Most recent 4 years of complete data
- Weighted average: progressively more weight to recent years
 - Most recent year counts towards 40% of group's score
 - Three prior years are weighted 30%, 20%, and 10%
- Updated annually
- Reported on scale from 0-100
- Used to classify schools in Levels 1 or 2 (also exit criterion for Level 3 schools)

Halving Proficiency Gaps

- CPI will be used to measure progress towards this goal
- CPI is a 100-point index used to assign points for performance (achievement)
- CPIs are separate for ELA, mathematics and science and at all levels . . . state, district, school, and subgroup
- $CPI = \# \text{ of students at Performance Level} \times \# \text{ of points for that Level}$

All levels added together (total number of points) / total number of students

Example of CPI calculation

MCAS Performance Level Scaled Score Range	MCAS-ALT Performance Level	Points per Level	# of Students	Total Points
Proficient or Advanced (240-280)	Progressing	100	20	2000
Needs Improvement High (230-238)	Progressing or Emerging	75	15	1125
Needs Improvement Low (220-228)	Awareness	50	10	500
Warning/Failing High (210-218)	Portfolio Incomplete	25	5	125
Warning/Failing Low (200-208)	Portfolio Not Submitted	0	2	0
Total			50	3750

CPI $3750/50 = 75$

How is the CPI Gap-Halving Target calculated?

- A district, school or subgroup's proficiency gap is the distance between group's **2011** CPI proficiency and a CPI of 100.
- Goal is to halve that gap in the six years between 2011 and 2017.
- Example:
 - Group's 2011 CPI is 64
 - Proficiency Gap is 36 (100-64)
 - Gap-Halving Target is 18 (36/2)
 - 2017 Target is 82 (64 + 18)
 - Annual Target is 3 (18/6 years)

Median SGP (Growth/Improvement)

- All districts, schools, and subgroups expected to demonstrate growth
 - at or near state median OR
 - show high growth
 - each year between 2011 and 2017
- Groups are "on target" if:
 - SGP is between 51 and 59 OR
 - group improves 10-14 points from previous year OR
 - percentage of students not proficient in group decreases by 10% or more



METRO

**Eroding cliffs
are Nantucket battle
zone**



SPORTS

**Celtics rookie Marcus
Smart's hard past
drives his future**



SPORTS

**Red Sox roster
stays? Who g**

Fewer Mass. schools earn top state rating

By **James Vaznis** | GLOBE STAFF SEPTEMBER 29, 2014

The number of Massachusetts public schools securing the top spot under the state's rating system has dropped significantly, as schools in well-to-do suburbs such as Andover, Newton, and Winchester see their coveted top rankings disappear.

This year, 424 schools received the "Level 1" rating, representing just more than a quarter of all schools rated statewide, according to this year's MCAS data. That is down notably from 510 schools two years ago, when the state introduced the five-tier rating system for school performance.

CONTINUE READING BELOW ▼

For many towns, a loss of Level 1-rated schools seems paradoxical. Although those schools are turning out among the highest MCAS scores in the state, they are being tripped up by a requirement demanding gains from students who have lagged furthest behind.

Schools must cut in half gaps in achievement among students of different racial, academic, or socioeconomic backgrounds by 2017. Schools must demonstrate progress each year in reaching that goal to attain the top rating. The requirement applies to both MCAS scores and high school dropout rates.

In the super-competitive suburbs, the rating drops are raising wide-ranging questions, from what the declines say about educational quality to whether the state is relying too heavily on test scores — and splicing it too many ways — to accurately judge school performance.

RELATED GRAPHIC

2014 MCAS Score Results

The Massachusetts Department of Education released the results from the MCAS exams conducted in the Spring of 2014. Look up a district for a summary of its overall performance, and a school-by-school breakdown.

The state moved Winchester High School down to Level 2 this fall, even though 100 percent of its 10th-graders scored proficient or advanced on the MCAS English test and 99 percent performed at those levels on the math test. The school slipped because slightly fewer than the required 95 percent of students took the MCAS.

The move came one year after the US Department of Education named Winchester High a "Blue Ribbon School" for its high academic achievement and diverse program offerings.

"I don't think we should measure student success solely by test scores," said Caren Connelly, a parent of a Winchester High graduate who remains active in education issues. "Public schools need to be teaching our students how to think independently, how to access and evaluate information, and how to collaborate successfully. Standardized tests don't do much to measure those skills."

Winchester High is among four schools with a Level 2 rating in that system.

Elsewhere, Newton saw its number of Level 2 schools jump to 15 this year, from nine two years ago. Milton has gone from having all Level 1 schools two years ago to having just one this year, and in Andover all but two of its schools are now Level 2. None of those systems had ratings below Level 2. Some urban systems, such as Boston, also saw steep declines in Level 1 schools, dropping from 22 last year to 15 this year.

The difficulties schools face in meeting the state mandate could reflect the fallout from budget cuts during the recession, forcing reductions in classroom aides and other academic supports, said Richard Robison, executive director of Federation for Children With Special Needs, a national nonprofit in Boston.

“With that said, we can’t let up in our commitment to make sure all our students achieve at high levels,” Robison said.

The state still considers academic programs at Level 2 schools to be sound for the most part, but encourages them to bolster instruction for high-needs students. These schools face no consequences if they don’t make changes, and those with high test scores run no risk of dropping down to Level 3, which is reserved for schools with the lowest MCAS scores.

But Mitchell Chester, the state commissioner of elementary and secondary education, said many schools overhaul instruction because they want the best education for their students and often want the top rating.

“Having that Level 1 status is a badge of honor for many schools,” Chester said.

The state created the five-level rating system under a waiver from the US Department of Education after the agency provided states the choice to opt out from the No Child Left Behind accountability system, long criticized for over-identifying schools in trouble. In Massachusetts, more than 80 percent of its schools received some kind of negative designation, even though the state is number one on many national tests.

Performance levels

The top-performing 80 percent of public schools in Massachusetts are classified as Level 1 or Level 2.

	2012	2013	2014
Level 1 (highest performing)	510 schools	505	424
Level 2 (some academic issues)	746	772	854
Level 3 (bottom 20%)	288 43	299 34	293 32
Level 4 (under-performing)		4	4
Level 5 (state receivership)			

SOURCE: Mass. Dept. of Elementary and Secondary Education

GLOBE STAFF

Massachusetts' new system focuses most heavily on schools with the lowest MCAS scores, known as Level 3 and most often found in cities. The state has moved a few dozen of those schools it deemed "underperforming" into an even lower category, Level 4, and this year seized control of four schools with chronically low test scores, sinking to Level 5. Interim Superintendent John McDonough cautioned that the rating system "is not the only indicator of success," noting that many wonderful things are happening in schools. But he added he supports the high bar for achievement.

Newton school officials wonder whether the shrinking pool of Level 1 schools might be due to the state adopting national academic standards, which schools are still adjusting to. But they also said they are committed to ensuring high-needs students get the appropriate supports.

"At the end of the day, people need to trust and have confidence in the schools," said David Fleishman, Newton schools superintendent.

Milton, which has been scrutinizing testing data to identify ways to help students, has spent hundreds of thousands of dollars on additional supplies and materials, extended school days, Saturday programs, two new reading specialists, and a preschool pilot program.

"I want every child in Milton public schools to achieve," said Superintendent Mary Gormley. "Some students need more time. Some need targeted instruction."

SEARCH DISTRICT AND SCHOOLS | FULL LIST

Enter a school district



2014 MASSACHUSETTS MCAS RANKINGS

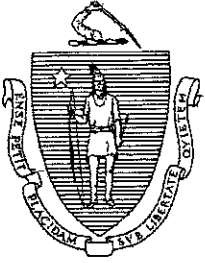
District rankings: [3rd](#) | [4th](#) | [5th](#) | [6th](#) | [7th](#) | [8th](#) | [10th](#)

School rankings: [3rd](#) | [4th](#) | [5th](#) | [6th](#) | [7th](#) | [8th](#) | [10th](#)

More from Today's Paper

- **Fewer Mass. schools earn top state rating**
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- **Obama says US underestimated rise of ISIS**

James Vaznis can be reached at jvaznis@globe.com. Follow him on Twitter [@globevaznis](https://twitter.com/globevaznis).



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Telephone: (781) 338-3000
TTY: N.E.T. Relay 1-800-439-2370

Mitchell D. Chester, Ed.D.
Commissioner

MEMORANDUM

To: Members of the Board of Elementary and Secondary Education
From: Mitchell D. Chester, Ed.D., Commissioner
Date: June 13, 2014
Subject: Competency Determination Decision for the Class of 2019

At the June 24, 2014, meeting of the Board of Elementary and Secondary Education, I am recommending that the Board vote to extend the use of MCAS tests for students to earn the Competency Determination (CD) for high school graduation through the graduating class of 2019. At the November 2013 meeting, the Board voted to "maintain continuity in the use of MCAS tests for students to earn the Competency Determination for high school graduation, at least through the graduating class of 2018." For the reason articulated in this memorandum, I believe that transitioning the Class of 2019 to a new assessment for the CD is premature, as well.

Background

At the November 2013 Board meeting, the Board of Elementary and Secondary Education, in accordance with Mass. General Laws chapter 69, sections 1B and 1I, adopted the two-year MCAS-to-PARCC transition plan, as presented by the Commissioner, and directed the Commissioner to implement the plan. The transition plan is designed to:

- provide for a robust comparison of the MCAS and PARCC student assessment programs, so the Board can decide in the fall of 2015 whether to sunset the MCAS English language arts and mathematics assessments for grades 3-8 and employ PARCC as the state testing program for these subjects beginning in the 2015/2016 school year;
- give teachers and schools additional time to continue implementing the Massachusetts curriculum frameworks in English language arts and math adopted by the Board in December 2010 and to become familiar with new online test administration procedures before full-scale implementation of PARCC;
- permit a smooth transition in using assessment results for accountability while maintaining trend lines that link back to pre-PARCC performance;
- reserve for a future date the Board's consideration of options for English language arts and math assessments at the high school level (grades 9-12); and
- maintain continuity in the use of MCAS tests for students to earn the Competency Determination for high school graduation, at least through the graduating class of 2018 (this year's eighth graders).

Class of 2019

Students in the graduating class of 2019 will be eighth-graders in the coming school year, 2014-2015. The Board has not yet announced the Competency Determination standard for the class of 2019.

The current plan is for the Board to vote on PARCC adoption in fall 2015, after students in the class of 2019 have begun their ninth-grade year. If the Board votes to adopt PARCC at that time, the Board will also adopt a new Competency Determination standard. I believe these students should know, before they enter ninth grade, the standards and assessments for the Competency Determination that they must earn for high school graduation. To provide fair notice and certainty, I recommend that the Board vote to continue the use of MCAS tests for students to earn the Competency Determination for high school graduation, through the graduating class of 2019.

As a reminder, to earn the Competency Determination, students must earn the required score on one of four high school Science and Technology/Engineering MCAS tests as well as on the grade 10 English language arts and math MCAS tests. I am recommending that the Board announce now that regardless of the decision to be made next year on PARCC, we will continue to use MCAS tests as the Competency Determination measure through the class of 2019.

The table below gives a visual representation of the graduating classes across academic years, with the Competency Determination years highlighted. The specific decision point for the class of 2019 is highlighted in orange.

Graduating Classes 2015-2020 Across Academic Years

Class of	School Year 14-15		School Year 15-16*		School Year 16-17		School Year 17-18		School Year 18-19	
	grade	test	grade	test	grade	test	grade	test	grade	test
2015	12	MCAS Retest								
2016	11	MCAS Retest	12	MCAS Retest						
2017	10	MCAS**	11	MCAS Retest	12	MCAS Retest				
2018	9	PARCC Choice	10	MCAS**	11	MCAS Retest	12	MCAS Retest		
2019	8	MCAS/PARCC Choice	9		10***		11		12	
2020	7	MCAS/PARCC Choice	8		9		10**		11	

*Fall of 2015: Board of Elementary and Secondary Education votes on PARCC Adoption

**** Competency Determination year**
***** Decision point for the class of 2019**

11
12
13
14



Acton-Boxborough Regional School District
Superintendent's Office
16 Charter Road Acton, MA 01720
978-264-4700 fax: 978-264-3340
www.abschools.org

10-1

Clare L. Jeannotte
Director of Finance

To: ABRSD School Committee
From: Clare Jeannotte
Date: November 4, 2014
Re: Proposed revision to Voted Table 6: FY15 Budget

Attached find the original voted Table 6 for the voted FY15 ABRSD budget, and a revision which you will consider for approval at the November 6, 2014 School Committee Meeting. This memo is to explain the changes reflected therein. There are two primary reasons for change: The final voted state budget, and the Middlesex Retirement assessment.

Final State Budget:

As you are aware, the initial budget was voted using preliminary state cherry sheet amounts. The budget passed by the state included increases to our Cherry Sheet in certain areas, as reported to you last summer. See page 3. The net increase to funding sources was \$392,649.

The proposed revision to Table 6 will reflect the cherry sheet amounts for all numbers, but reserves a portion of the transportation reimbursement for the following reasons:

1. The amount is based upon estimated expense levels for FY14 reimbursable costs, at a rate of between 86-88%. (See page 4.)
2. The % the District actually receives will depend on total claimed costs per End of Year reports filed statewide for FY14 and will not be certain until we receive our June 30, 2015 payment.



Acton-Boxborough Regional School District
Superintendent's Office
16 Charter Road Acton, MA 01720
978-264-4700 fax: 978-264-3340
www.abschools.org

3. If the entire estimate does not come in, it would require a reduction in budgeted spending, as once the use of E&D is reduced, it cannot be increased without approval of the member towns.

Middlesex Retirement Assessment:

The final Middlesex Retirement assessment for the newly expanded ABRSD District was not known when the FY'15 budget was finalized. Accordingly, as noted in the Letters of Agreement between the District and the Town of Acton dated March 24, 2015, and between the District and the Town of Boxborough dated May 21, 2014, an agreement was reached that each town would contribute a maximum sum to the district from its respective town budget for the transitional year FY'15 only. Based upon the final assessments, these amounts were determined to be as follows:

Town of Acton	\$384,255.00
Town of Boxborough	<u>\$ 67,042.00</u>
Total	<u>\$451,297.00</u>

The total assessment paid to Middlesex by the District for FY'15 was \$1,756,208 after deduction of the prompt pay discount of 2%. The budget for the District needs to be increased to reflect this in the appropriation, or cuts would be required in other areas. The contribution from the Towns is required to be reported as revenue. The proposed assessment revision attached is therefore increasing both funding sources and expenditures by \$451,297, and results in no change to the voted Town assessments.



Acton-Boxborough Regional School District
Superintendent's Office
 16 Charter Road Acton, MA 01720
 978-264-4700 fax: 978-264-3340
www.abschools.org

Update to Other Financing Sources-State Budget Finalized
 July 15, 2014

		ABRSD	ProForma	Increase (Decrease)
		Voted Budget	Revised Budget	
OTHER FINANCING SOURCES:				
CHAPTER 70 BASE AID		14,254,476	14,254,476	-
CHOICE/CHARTER SCHOOL ASSESSMENT	(NOTE 1)	(539,532)	(645,391)	(105,859)
CHARTER SCHOOL TUITION REIMBURSEMENT		67,707	133,282	65,575
REGIONAL SCHOOL TRANSPORTATION		1,296,794	1,729,727	432,933
REGIONAL BONUS AID	(NOTE 2)	139,000	139,000	-
TRANSFER FROM PREMIUM ON LOAN-JHS		658	658	-
TRANSFER FROM OPEB TRUST FUND		-	-	-
TRANSFER FROM RESERVES (Excess & Deficiency)		500,000	500,000	-
TOTAL OTHER FINANCING SOURCES		15,719,103	16,111,752	392,649

NOTES:

(1) CHOICE/CHARTER SCHOOL ASSESSMENT COMPRISED OF:

SPECIAL EDUCATION	(12,666)	(12,675)	(9)
SCHOOL CHOICE SENDING TUITION	(49,279)	(91,711)	(42,432)
CHARTER SCHOOL SENDING TUITION	(477,587)	(541,005)	(63,418)
TOTAL	(539,532)	(645,391)	(105,859)



Acton-Boxborough Regional School District
Superintendent's Office
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APPENDIX:

Source: <http://www.doe.mass.edu/news/news.aspx?id=10358>

Regional and vocational transportation

Funding for regional school transportation funding was increased to \$70,251,563, an \$18.7m increase over FY14 and non-resident vocational transportation was decreased to \$2,244,847 from \$3,000,000 last year. Payments will be made to districts based on reported expenses on the FY14 end of year financial returns. Final reimbursement percentages in FY14 were 66.4 percent for regional transportation and 86.9 percent for vocational transportation. Reimbursements for regional transportation in FY15 will likely be between 86 percent and 88 percent, while the reimbursement percentage for non-resident vocational transportation will decrease to approximately 59 percent. Final percentages will be calculated after we have received and processed all districts' end of year returns.

New Regional School Transportation Reimbursement Fund:

An Act regarding the establishment of a regional school transportation reimbursement fund.

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

SECTION 1. Section 16C of chapter 71 of the General Laws, as appearing in the 2012 Official Edition, is hereby amended by adding at the end the following sentences:- "Regional school districts may establish a Regional School Transportation Reimbursement Fund. Reimbursements made by the commonwealth pursuant to this section may be deposited into said fund and may carry forward for one fiscal year."

	A	B	C	D	E	F	G	H
1	Table 6							
2	ACTON-BOXBOROUGH RSD							
3	Analysis of Assessments							
4	Update: Voted State Aid Numbers & Middlesex Retirement - Proposed 11/06/14							
5	School Year 2014-2015							
6								
7								
8								
9								
10								
11	EXPENDITURES INSIDE DEBT LIMIT:							
12	OPERATING BUDGET							
13	MIDDLESEX RETIREMENT CONTRIBUTION -TRANSITION YEAR							
14	OPEB TRUST FUND CONTRIBUTION							
15	LOWER FIELDS CONSTRUCTION DEBT SERVICE							
16	CAPITAL OUTLAY - BUILDINGS							
17	TOTAL INSIDE DEBT LIMIT							
18								
19	EXPENDITURES OUTSIDE DEBT LIMIT (PREVIOUSLY AUTHORIZED BY REGION):							
20	CONSTRUCTION DEBT SERVICE (FOR JHS & SHS/AUTHORIZED OUTSIDE PROP 2 1/2)							
21	SH CONSTRUCTION/RENOVATION							
22								
23								
24	GROSS BUDGET-Subtotal							
25								
26	EXPENDITURES OUTSIDE DEBT LIMIT (PREVIOUSLY AUTHORIZED BY ACTON OR BOXBOROUGH):							
27	BUILDING ADDITION BLANCHARD SCHOOL (Authorized FY06)							
28	SBAB REIMBURSEMENT BUILDING ADDITION BLANCHARD SCHOOL (Authorized FY06)							
29	HAGGER WELL (WATER & SEWER) (Authorized FY00)							
30	TWIN SCHOOLS (Authorized FY03)							
31	SBAB REIMBURSEMENT TWIN SCHOOLS (Authorized FY03)							
32	TOTAL OUTSIDE DEBT LIMIT							
33								
34	SCHOOL RELATED DEBT SERVICE AUTHORIZED BY BOXBOROUGH TOWN MEETING:							
35	COMBINATION: (REPLACEMENT OF PORTION OF BLANCHARD MEMORIAL ROOF (Authorized FY13))							
36	REPLACEMENT OF WINDOWS BLANCHARD MEMORIAL ROOF (Authorized FY13)							
37	SECURITY UPGRADES AT BLANCHARD MEMORIAL SCHOOL (Authorized FY13))							
38	TOTAL TOWN OF BOXBOROUGH SCHOOL DEBT SERVICE							
39								
40	SCHOOL RELATED DEBT SERVICE AUTHORIZED BY ACTON TOWN MEETING:							
41	SCHOOL REPAIR (Authorized FY05)							
42	CONANT SCHOOL (Authorized FY10)							
43	SCHOOL FACILITIES (Authorized FY10)							
44	DOUGLAS ROOF (Authorized FY09)							
45	TOTAL TOWN OF ACTON SCHOOL DEBT SERVICE							
46								
47	CREDIT FOR SCHOOL RELATED DEBT SERVICE TO BE PAID FROM MUNICIPAL BUDGET							
48								
49	GROSS BUDGET-TOTAL							
50								
51	OTHER FINANCING SOURCES:							
52	CHAPTER 70 BASE AID							
53	CHOICE/CHARTER SCHOOL ASSESSMENT							
54	CHARTER SCHOOL AID							
55	REGIONAL SCHOOL TRANSPORTATION (Cherry Sheet)							
56	REGIONAL SCHOOL TRANSPORTATION (Reserve to Reg Trans Revolving)							
57	REGIONAL BONUS AID							
58	MIDDLESEX RETIREMENT CONTRIBUTION -TRANSITION YEAR							
59	TRANSFER FROM PREMIUM ON LOAN-JHS							
60	TRANSFER FROM OPEB TRUST FUND							
61	TRANSFER FROM RESERVES (Excess & Deficiency)							
62	TOTAL OTHER FINANCING SOURCES							
63								
64	TOWN ASSESSMENTS							
65								
66	Calculation of Final Assessments Per Appendix A to Revised Regional Agreement - FY15							
67								
68	Description							
69	Project Total Benefit Amount							
70	Base Budgets							
71	Benefit Percentage Shares							
72	Share of Benefits							
73	Reduce Base Budgets By Benefit Shares							
74	Recalculated Assessment Percentages Based On Benefit Shares Applied To Base Budget							
75								
76	Input Table 6 Result From FY15 Actual Budget							
77	Assessment Percentages With Actual Budget							
78	Shift In Percentage Shares							
79	Final Assessment							
80								
81	Actual Assessment Percentages With Actual Budget							
82								

Office of the Superintendent
Acton-Boxborough Regional School District
(978) 264-4700 x 3206
www.abschools.org

TO: Acton-Boxborough Regional School Committee members
FROM: Glenn A. Brand, Superintendent
DATE: November 4, 2014
RE: Recommendation for Revised FY'15 Acton-Boxborough Regional School District Budget and Assessments

Recommendation for Revised FY'15 Acton-Boxborough Regional School District Budget and Assessments

Attached is a copy of the Analysis of Assessments for FY'15. The Administration recommends that the total adjusted appropriation for the Acton-Boxborough Regional School District for the fiscal year of July 1, 2014 through June 30, 2015 be set at \$76,455,123 and that member towns be assessed in accordance with the Education Reform Law and the terms of the Agreement and amendments thereto as follows: Acton \$49,690,145, Boxborough \$10,594,577, remainder to be accounted for by the Anticipated Chapter 70 Aid in the amount of \$13,609,085, Anticipated Charter School Aid in the amount of \$133,282, Anticipated Regional Bonus Aid in the amount of \$139,000, Transportation Aid, Chapter 71, Section 16C in the amount of \$1,729,727, an anticipated transfer to the Regional School Transportation Reimbursement Fund in the amount of \$192,649, and Transition Year Middlesex Retirement reimbursement from Acton of \$384,255 and from Boxborough of \$67,042, a transfer from E&D Reserves in the amount of \$300,000, and a transfer from the Junior High School Project Premium on Loan in the amount of \$658.

CC: Clare Jeannotte, Director of Finance
Marie Altieri, Director of Personnel

**Other Post-Employment Benefits (OPEB)
Trust Fund Board of Advisors
Meeting**

October 16, 2014

Superintendent's Conference Room
R.J. Grey Junior High School
8:00 a.m.

.....

AGENDA

- 1) Call to Order
- 2) Overview of Investment Funds – Bartholomew & Co.
- 3) Scheduling of Next Meeting
- 4) Adjournment

**VOTE OF ACTON-BOXBOROUGH REGIONAL SCHOOL COMMITTEE TO ESTABLISH
OTHER POST-EMPLOYMENT BENEFITS ("OPEB") TRUST FUND
AND TO DESIGNATE TREASURER OF
ACTON-BOXBOROUGH REGIONAL SCHOOL DISTRICT
AS CUSTODIAN OF THE OPEB TRUST FUND**

WHEREAS, on March 1, 2012, the Acton-Boxborough Regional School District (the "School District") accepted M.G.L. c. 32B, § 20, as amended, regarding the establishment of an "Other Post-Employment Benefits Liability Trust Fund;" and

WHEREAS, the School District has established certain health post-employment benefits ("OPEB"), for eligible former employees of the School District; and

WHEREAS, the School District wishes to establish an irrevocable trust fund which shall be known as the School District of Acton-Boxborough OPEB Trust Fund (hereinafter the "OPEB Trust Fund") for the purposes of funding OPEB obligations as required to be reported under Government Accounting Standards Board ("GASB") Standard 45;

WHEREAS, the OPEB Trust Fund is established by the School District with the intention that it qualify as a tax-exempt trust performing an essential governmental function within the meaning of Section 115 of the Internal Revenue Code and regulations issued thereunder and as a trust fund for OPEB under M.G.L. c. 32B, § 20;

NOW THEREFORE, the Acton-Boxborough Regional School Committee (the "School Committee") hereby votes by roll call vote to establish an Other Post-Employment Benefits ("OPEB") Trust Fund, to designate the Treasurer of the Acton-Boxborough Regional School District as custodian of the OPEB Trust Fund in accordance with the provisions of M.G.L. c. 32B, § 20, and to designate this Vote as the rules and regulations of the OPEB Trust Fund as follows:

1. M.G.L. Chapter 32B, Section 20, as amended by Chapter 68, Section 57 of the Acts of 2011 ("Section 20"), authorizes districts that accept such Section to establish an Other Post-Employment Benefits Liability Trust Fund ("OPEB Trust Fund") and to appropriate amounts to such OPEB Trust Fund. Pursuant to Section 20, the School District, by this Vote (the "Vote") establishes an OPEB Trust Fund, and designates the Treasurer as custodian of the OPEB Trust Fund.

2. The Treasurer shall serve as the custodian of the OPEB Trust Fund in accordance with M.G.L. c. 32B, § 20.

3. The OPEB Trust Fund is created for the sole purpose of providing funding for OPEB, as determined by the School District, or as may be required by collective bargaining agreement, or by any general or special law providing for such benefits, for the exclusive benefit of the School District's Retired Employees and their eligible dependents and for defraying the reasonable administrative, legal, actuarial and other expenses of the OPEB Trust Fund. The assets held in the Trust shall not be used for or diverted to any other purpose, except as expressly provided herein.

4. The OPEB Trust Fund shall be irrevocable, and no trust funds shall revert to the School District until all OPEB owed to retired School District employees have been satisfied or defeased.

5. The Treasurer shall perform his/her fiduciary duty in accordance with the terms and conditions of this Vote, subject to the provisions of M.G.L. c. 32B, § 20.

6. The Treasurer shall be the custodian of the OPEB Trust Fund for the School District, and no other employee, official, or agent of the School District, nor any individual, person or other entity shall have any right, title or interest to the OPEB Trust Fund.

7. The OPEB Trust Fund shall consist of such sums of money as shall from time to time be paid or delivered to the Treasurer by the School District for the Trust Fund, which together with all earnings, profits, increments and accruals thereon, without distinction between principal and income, shall constitute the OPEB Trust Fund hereby created and established. Nothing in this Vote requires the School

District to make contributions to the OPEB Trust Fund. Any obligation of the School District to pay or fund benefits shall be determined in accordance with applicable law and the policies of the School Committee.

8. The OPEB Trust Fund shall be credited with all amounts appropriated or otherwise made available by the School District and employees of the School District as a contribution to the OPEB Trust Fund for the purposes of meeting the current and future OPEB costs payable by the School District, or any other funds donated or granted specifically to the School District for the Trust Fund, or to the Trust Fund directly.

9. The Treasurer shall be accountable for all delivered contributions but shall have no duty to determine that the amounts received are adequate to provide the OPEB Benefits determined by the School District.

10. The Treasurer shall have no duty, expressed or implied, to compel any contribution to be made by the School District, but shall be responsible only for monies received by him/her pursuant to this Vote with respect to the OPEB Trust Fund.

11. The School District shall have no obligation to make contributions to the OPEB Trust Fund, and the size of the OPEB Trust Fund may not be sufficient at any one time to meet the School District's OPEB liabilities. This Vote shall not constitute a pledge of the School District's full faith and credit or taxing power for the purpose of paying OPEB, and no retiree or beneficiary may compel the exercise of taxing power or appropriation by the School District for such purposes or have any vested rights in the OPEB Trust Fund. The obligation of the School District to pay or fund OPEB obligations, if any, shall be determined by the School District. Distributions of assets in the OPEB Trust Fund are not debts of the School District within the meaning of any constitutional or statutory limitation or restriction.

12. Earnings or interest accruing from investment of the OPEB Trust Fund shall be credited to the Trust Fund. Amounts in the OPEB Trust Fund, including earnings or interest, shall be held for the

exclusive purpose of, and shall be expended only for, the payment of the costs payable by the School District for OPEB obligations to Retired Employees and their dependents, and defraying the reasonable expenses of administering any plan providing OPEB Benefits as provided for by this Vote.

13. Amounts in the OPEB Trust Fund shall in no event be subject to the claims of the School District's general creditors. The OPEB Trust Fund shall not in any way be liable to attachment, garnishment, assignment or other process, or be seized, taken, appropriated or applied by any legal or equitable process, to pay any debt or liability of the School District, or of retirees or dependents who are entitled to OPEB.

14. In accordance with M.G.L. c. 32B, Section 20, the Treasurer may employ an outside custodial service to hold the monies in the OPEB Trust Fund.

15. In accordance with M.G.L. c. 32B, § 20, the monies in the OPEB Trust Fund shall be invested and reinvested by the Treasurer consistent with the prudent investor rule established in M.G.L. c. 203C.

16. Consistent with the prudent investor rule set forth in M.G.L. c. 203C, in determining how to invest the monies in the OPEB Trust Fund, the Treasurer, as the custodian of the OPEB Trust Fund, shall consider the following factors that are relevant to the OPEB Trust Fund and/or its beneficiaries:

- (1) general economic conditions;
- (2) the possible effect of inflation or deflation;
- (3) the expected tax consequences of investment decisions or strategies;
- (4) the role that each investment or course of action plays within the overall trust portfolio;
- (5) the expected total return from income and the appreciation of capital;
- (6) other resources of the beneficiaries;
- (7) needs for liquidity, regularity of income, and preservation or appreciation of capital;
and

- (8) an asset's special relationship or special value, if any, to the purposes of the Trust Fund or to one of the beneficiaries.

17. In addition, the Treasurer shall make a reasonable effort to verify facts relevant to the investment and management of OPEB Trust Fund assets.

18. The Treasurer shall also reasonably diversify the investments of the OPEB Trust Fund unless, under the circumstances, it is prudent not to do so.

19. The Treasurer shall invest and manage the trust assets solely in the interests of the beneficiaries of the OPEB Trust Fund and the School District.

20. In investing and managing trust assets, the Treasurer shall incur only costs that are appropriate and reasonable in relation to the assets, the purpose of the OPEB Trust Fund, and the Treasurer's skills.

21. The Treasurer may delegate investment and management functions if it is prudent to do so. In such a case, the Treasurer must exercise reasonable care, skill and caution in:

- (1) selecting an agent;
- (2) establishing the scope and terms of the delegation, consistent with the purposes and terms of the OPEB Trust Fund; and
- (3) periodically reviewing the agent's actions in order to monitor the agent's performance and compliance with the terms of the delegation.

22. The Treasurer may, by instrument executed by the Treasurer, delegate to any attorney, agent or employee such other powers and duties as they deem advisable, including the power to execute, acknowledge or deliver instruments as Treasurers do so and sign and endorse checks for the account of the OPEB Trust Fund.

23. Pursuant to M.G.L. c. 32B, § 20, the monies in the OPEB Trust Fund may, with the approval of the Health Care Security Trust board of trustees, be invested in the State Retirees Benefits Trust Fund established in M.G.L. c. 32A, Section 24.

24. The Treasurer shall not be liable for the making, retention or sale of any investment or reinvestment made by the Treasurer as herein provided or for any loss to or diminution of the OPEB Trust Fund or for anything done or admitted to be done by the Treasurer with respect to this Vote or the OPEB Trust Fund except as and only to the extent that such action constitutes a violation of the law or gross negligence.

25. The Treasurer, in his/her discretion, may purchase as an expense of the OPEB Trust Fund such liability insurance for the Treasurer or any other fiduciary selected by the Treasurer as may be reasonable. The School District, in its discretion, may also purchase liability insurance for the Treasurer, and as the School District may select, for any person or persons who serve in a fiduciary capacity with respect to the OPEB Trust Fund.

26. The School District shall not assume any obligation or responsibility to any person for any act or failure to act of the Treasurer, any insurance company, or any beneficiary of the OPEB Trust Fund. The Treasurer shall have no obligation or responsibility with respect to any action required by this Vote to be taken by the School District, any insurance company, or any other person, or for the result or the failure of any of the above to act or make any payment or contribution, or to otherwise provide any benefit contemplated by this Vote.

27. Neither the Treasurer nor the School District shall be obliged to inquire into or be responsible for any action or failure to act on the part of the other. No insurance company shall be a party to any OPEB Trust Fund, for any purpose, or be responsible for the validity of the OPEB Trust Fund, it being intended that such insurance company shall be liable only for the obligations set forth in the policy or contract issued by it.

28. No successor Treasurer shall be held responsible for an act or failure of a predecessor Treasurer.

29. The Treasurer is a public employee for purposes of G.L. c.258, and shall be indemnified by the School District against any civil claim, action, award, compromise, settlement or judgment by reason of an intentional tort to the same extent and under the same condition as other public employees of the School District.

30. The Treasurer shall not be indemnified for violation of the civil rights of any person if (s)he acted in a grossly negligent, willful or malicious manner, or in connection with any matter where it is shown to be a material breach of fiduciary duty, an act of willful dishonesty or an intentional violation of law by the Treasurer.

31. The School District shall indemnify and hold harmless the Treasurer for any loss, liability, cost, damage or expense, including reasonable attorneys' fees and costs, that does not directly result from the Treasurer's gross negligence or willful misfeasance. Nothing contained in this Vote shall, however, constitute a waiver or limitation of any rights which the School District may have under any applicable law.

32. The Treasurer shall not be liable with respect to its services hereunder except for any loss attributable to the Treasurer's gross negligence or willful misfeasance. The Treasurer shall not be liable for any act or omission of any outside custodial service or any broker or dealer. Without limiting the foregoing, the Treasurer does not assume responsibility for the accuracy of information furnished to it by School District, any custodian, any broker or dealer, or by any person on whom (s)he reasonably relies.

33. The School District acknowledges that it is obligated, as the fiduciary for the OPEB Trust Fund, to review and evaluate the suitability of the investment of the OPEB Trust Fund.

34. The Superintendant shall appoint the following individuals to the Board of Advisors to the OPEB Trust Fund (the "Board"), which Board is established for the purposes of advising the Treasurer with respect to decisions relating to investments and reinvestments of monies in the OPEB Trust Fund and the holdings of the OPEB Trust Fund:

Board of Advisors to the OPEB Trust Fund:

- School Director of Finance;
- A member of the Finance Committee of the Town of Acton;
- A member of the Finance Committee of the Town of Boxborough; and
- Chair of the Acton-Boxborough Regional School Committee, ex officio.

35. The Board shall be responsible for reviewing and evaluating potential investment opportunities of the OPEB Trust Fund and for making recommendations regarding such potential investments to the Treasurer.

36. The Treasurer shall be responsible for reviewing and evaluating the investment(s) of the OPEB Trust Fund. The Treasurer shall also be responsible for notifying the Board on a quarterly basis about any investments made; about the status of those investments; and of any decision to reinvest the OPEB Trust Fund in different investment vehicles.

37. The School District shall annually submit to the Public Employee Retirement Administration Commission (PERAC) a summary of its other post-employment benefits cost and obligations and related information, as required by Government Accounting Standards Board standard 45.

38. The School District shall immediately notify the Treasurer in writing of any change in the persons authorized hereunder to act as members of the Board of Advisors, such notice to be accompanied by a certificate of the Clerk of the School District, certifying that the persons named are so authorized.

39. The Treasurer shall not make any representations or warranties, express or implied, that any level of performance or investment results will be achieved by the OPEB Trust Fund, or that the OPEB Trust Fund will perform comparably with any standard or index.

40. If the OPEB Trust Fund is terminated, subject to the payment of or making provision for the payment of all obligations and liabilities of the Trust Fund, the net assets of the Trust shall be transferred to the School District and held by the Treasurer to be used exclusively for providing OPEB to Retired Employees and their eligible dependents and for no other purpose.

41. The powers of the Treasurer shall continue until the affairs of the Trust Fund are concluded.

42. The OPEB Trust Fund may only be amended as set forth herein. The School Committee may amend the OPEB Trust Fund at any time as may be necessary to comply with the requirements for tax exemption under Section 115 of the Code, to conform the Trust Fund to the laws of the Commonwealth of Massachusetts and to meet the standards set forth in GASB 43 and GASB 45 to be treated as funded through a qualifying trust or equivalent arrangement.

43. The OPEB Trust Fund may be amended, but not revoked, from time to time by the School Committee, subject to the following limitations:

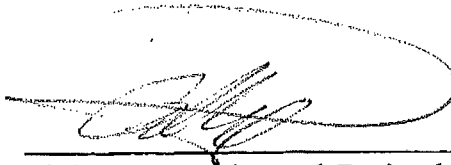
- (a) The assets of the OPEB Trust fund may not be used for or diverted to any other purposes prior to satisfaction of the School District's OPEB obligations, and reasonable expenses of administering the OPEB Trust Fund; and
- (b) The duties and liabilities of the Treasurer cannot be substantially changed without his/her written consent.

44. Any amendment to the OPEB Trust fund shall be executed in writing by vote of the School Committee.

45. The Treasurer may establish additional Rules and Regulations and guidelines for the Trust Fund consistent with this Vote.

→ 46. The Treasurer shall file an annual report on the OPEB Trust Fund to the Superintendent and
Chair of the School Committee.

Voted on December 6, 2012



Chair, Acton-Boxborough Regional School Committee

Attested to:

Elizabeth A. Pety
Clerk of School Committee



Bartholomew & Company, Inc.

Thomas J. Bartholomew AIF®

800.440.8807

tom@bartandco.com

Ty 14
11.2

Portfolio Review

As of Monday, June 30, 2014

Acton Boxborough Regional School District Opeb Unincorporated Association NFS - (xxxx3563)

ACCOUNTS INCLUDED IN YOUR PORTFOLIO	VALUE ON 6/30/2014
Acton Boxborough Regional School District Opeb Unincorporated Association NFS - (xxxx3563)	\$678,302.15
Total	\$678,302.15

*This report is incomplete without the accompanying disclosure page.
Securities offered through Commonwealth Financial Network®.*

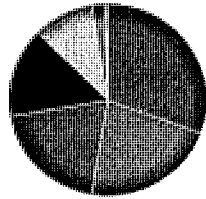
Portfolio Allocation

Fiscal Year 2014 &
Fiscal Year 2013

Acton Boxborough Regional School District Opeb Unincorporated Association NFS - (xxxx3563)

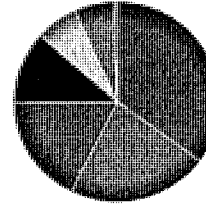
Asset Class (Primary) Allocation

As of 6/30/2014



Asset Class (Primary)	Value (\$)	(%)
Domestic Equity	207,815.09	30.64
Domestic Bond	149,736.05	22.08
Alternative	133,691.90	19.71
International Equity	102,611.01	15.13
International Bond	66,749.33	9.84
Balanced	14,793.42	2.18
Cash and Equivalents	<u>2,905.35</u>	<u>0.43</u>
Total	\$678,302.15	100%

As of 6/30/2013



Asset Class (Primary)	Value (\$)	(%)
Alternative	85,544.10	35.12
Domestic Equity	54,227.43	22.27
Domestic Bond	43,082.06	17.69
International Bond	28,291.80	11.62
Balanced	16,103.01	6.61
International Equity	14,871.23	6.11
Cash and Equivalents	<u>1,431.44</u>	<u>0.59</u>
Total	\$243,551.07	100%

Holdings by Asset Class (Primary)

As of 6/30/2014

	Value (\$)	Pct. Assets (%)	Current Yld/Dist Rate (%)*	Est. Annual Income (\$)
Domestic Equity	207,815.09	30.64	1.73	3,604.82
Domestic Bond	149,736.05	22.08	4.49	6,729.42
Alternative	133,691.90	19.71	1.73	2,313.58
International Equity	102,611.01	15.13	1.38	1,420.08
International Bond	66,749.33	9.84	2.99	1,992.51
Balanced	14,793.42	2.18	4.30	635.69
Cash and Equivalents	2,905.35	.43	.01	.29
Total Portfolio	\$678,302.15	100%	2.46%	\$16,696.39

As of 6/30/2013

	Value (\$)	Pct. Assets (%)	Current Yld/Dist Rate (%)*	Est. Annual Income (\$)
Alternative	85,544.10	35.12	1.84	1,573.75
Domestic Equity	54,227.43	22.27	3.09	1,673.69
Domestic Bond	43,082.06	17.69	5.38	2,317.88
International Bond	28,291.80	11.62	5.25	1,484.15
Balanced	16,103.01	6.61	5.79	932.99
International Equity	14,871.23	6.11	1.81	269.15
Cash and Equivalents	1,431.44	.59	.01	.14
Total	\$243,551.07	100%	3.39%	\$8,251.75

This report is incomplete without the accompanying disclosure page.

Historical Market Value and Performance Summary

As of 6/30/2014

Since Inception &
Fiscal Year 2014

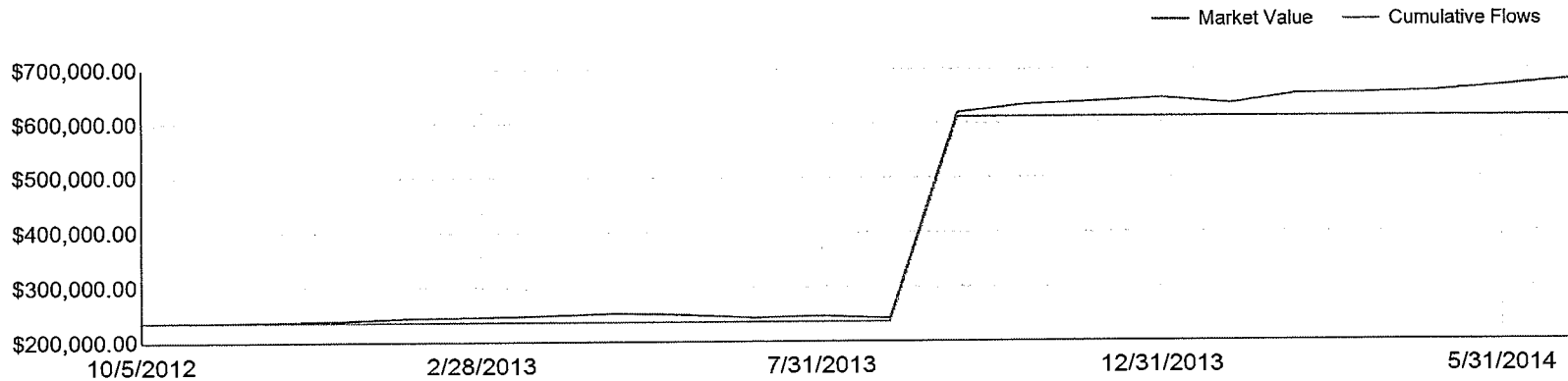
Acton Boxborough Regional School District Opeb Unincorporated Association NFS - (xxxx3563)

10/05/2012 To 06/30/2014 Activity Summary

Beginning Balance (10/05/2012)	\$0.00
Contributions	\$612,000.00
Withdrawals	\$4,675.96
Realized Gain / Loss	\$5,419.67
Unrealized Gain / Loss	\$35,002.93
Interest	\$0.00
Dividend / Cap Gains	\$30,555.51
Ending Balance (06/30/2014)	\$678,302.15
Total Gain / Loss After Fees	\$66,302.15
TWR	13.79
TWR (Annualized)	7.73

07/01/2013 To 06/30/2014 Activity Summary

Beginning Balance (07/01/2013)	\$243,551.07
Contributions	\$376,000.00
Withdrawals	\$3,516.52
Realized Gain / Loss	\$5,398.87
Unrealized Gain / Loss	\$33,575.88
Interest	\$0.00
Dividend / Cap Gains	\$23,292.85
Ending Balance (06/30/2014)	\$678,302.15
Total Gain / Loss After Fees	\$58,751.08
TWR	10.26
TWR (Annualized)	



Performance by Asset Class (Primary)

From 7/1/2013 to 6/30/2014

Fiscal Year 2014

Acton Boxborough Regional School District Opeb Unincorporated Association NFS - (xxxx3563)

	Domestic Equity (\$)	International Equity (\$)	Balanced (\$)	Alternative (\$)	Domestic Bond (\$)	International Bond (\$)	Other (\$)	Cash and Equivalents (\$)	Total Portfolio (\$)
Beginning Balance (07/01/2013)	54,227.43	14,871.23	16,103.01	85,544.10	43,082.06	28,291.80	.00	1,431.44	243,551.07
Purchases / Contributions	185,416.73	95,794.64	26,052.83	178,810.33	123,187.85	56,047.64	.00	670,299.60	1,335,609.62
Sales / Withdrawals	(62,409.06)	(17,053.64)	(30,915.02)	(140,537.73)	(23,120.66)	(20,263.49)	.00	(668,826.54)	(963,126.14)
Gain / Loss	21,763.26	5,854.15	2,367.96	5,914.87	2,073.77	1,000.74	.00	.00	38,974.75
Interest	.00	.00	.00	.00	.00	.00	.00	.00	.00
Dividend / Cap Gains	8,816.73	3,144.64	1,184.64	3,960.33	4,513.02	1,672.64	.00	.85	23,292.85
Ending Balance (06/30/2014)	207,815.09	102,611.01	14,793.42	133,691.90	149,736.05	66,749.33	.00	2,905.35	678,302.15
Total Gain / Loss After Fees	30,579.99	8,998.79	3,552.60	9,875.20	6,586.79	2,673.38	.00	(3,515.67)	58,751.08
IRR (Net of Management Fees) for 07/01/2013 to 06/30/2014	19.80	14.39	15.27	5.81	8.48	6.80		(49.59)	10.99
IRR (Net of Management Fees) (annualized)									

This report is incomplete without the accompanying disclosure page.

Performance History

From 7/1/2013 to 6/30/2014

Fiscal Year 2014

Acton Boxborough Regional School District Opeb Unincorporated Association NFS - (xxxx3563)

From	To	Portfolio Return	Moderate OPEB	Time Weighted Return (%)					HFRI Fund of Funds Composite
				S&P 500	Barclays Capital US Aggregate Bond	MSCI AC World Ex-USA (Net)	Barclays Capital Global Aggregate Bond Index		
Quarterly									
07/01/2013	09/30/2013	0.80	4.92	5.25	0.57	10.09	2.80	1.67	
10/01/2013	12/31/2013	4.15	3.89	10.51	-0.14	4.77	-0.44	3.67	
01/01/2014	03/31/2014	1.35	1.54	1.81	1.84	0.51	2.40	0.56	
04/01/2014	06/30/2014	3.63	3.53	5.23	2.04	5.03	2.47	1.54	
Total		10.26	14.59	24.61	4.37	21.75	7.39	7.63	

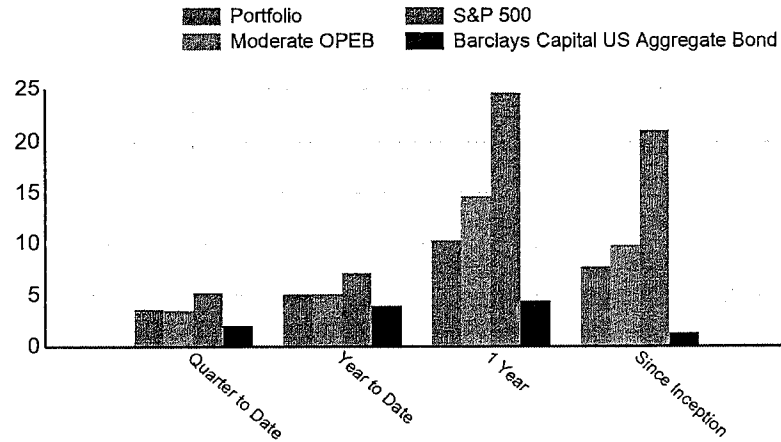
Performance Summary with Account Detail

As of 6/30/2014

Fiscal Year 2014

Acton Boxborough Regional School District Opeb Unincorporated Association NFS - (xxxx3563)

Annualized Portfolio Rates of Return



Rates of Return

Annualized returns(%)

	Inception Date	QTD (%)	YTD (%)	1 Year (%)	3 Year (%)	5 Year (%)	Since Inception (%)
Portfolio vs. benchmarks							
Your Portfolio	10/06/2012	3.63	5.03	10.26			7.73
Moderate OPEB	10/06/2012	3.53	5.13	14.59			9.74
S&P 500	10/06/2012	5.23	7.14	24.61			21.04
Barclays Capital US Aggregate Bond	10/06/2012	2.04	3.93	4.37			1.30

Note: Returns are time-weighted and annualized for any period greater than one year. This report is incomplete without the accompanying disclosure page.

Portfolio Holdings

As of 6/30/2014

Fiscal Year 2014

Acton Boxborough Regional School District Opeb Unincorporated Association NFS - (xxxx3563)

Holdings by Asset Class (Primary)

Initial Purchase Date	Description	Symbol	Quantity	Price	Value (\$)	Pct. Assets (%)	Est. Tax Cost (\$)	Principal (\$)	Principal Gain/Loss (\$)	Current Yld/Dist Rate (%)*
Domestic Equity										
10/23/2012	Federated Strategic Value Dividend Fund CI Institutional	SVAIX	8,599.809	6.36	54,694.79	8.06	48,386.43	45,625.00	9,069.79	4.86
10/23/2012	Alger Spectra Fund CI Z	ASPZX	2,081.770	18.68	38,887.46	5.73	33,722.87	31,700.00	7,187.46	.00
9/18/2013	American Century Investments Mid-Cap Value Fund CI Institutional	AVUAX	2,219.939	17.26	38,316.15	5.65	35,191.32	32,975.00	5,341.15	1.29
10/23/2012	Eaton Vance Atlanta Capital Small/Mid-Cap Fund CI Institutional	EISMX	964.228	24.94	24,047.85	3.55	20,374.99	20,225.00	3,822.85	.00
9/18/2013	Virtus Premium Alphasector Fund CI I	VAPIX	1,178.212	17.68	20,830.79	3.07	18,781.50	18,187.31	2,643.48	.46
9/18/2013	Principal Small-Mid-Cap Dividend Income Fund CI P	PMDPX	1,189.515	14.62	17,390.71	2.56	15,637.45	15,000.00	2,390.71	2.06
9/18/2013	Conestoga Small-Cap Fund Investors CI	CCASX	402.458	33.91	13,647.35	2.01	13,340.35	13,150.00	497.35	.00
Total Domestic Equity					\$207,815.09	30.64%	\$185,434.91	\$176,862.31	\$30,952.78	1.73%
International Equity										
3/21/2013	First Eagle Overseas Fund CI I	SGOIX	942.691	25.21	23,765.24	3.50	22,797.78	21,700.00	2,065.24	2.07
4/29/2014	Thornburg Developing World Fund CI I	THDIX	1,040.892	20.12	20,942.75	3.09	19,600.00	19,600.00	1,342.75	.04
9/18/2013	Franklin Mutual Global Discovery Fund CI Z	MDISX	568.348	35.85	20,375.28	3.00	19,397.05	18,500.00	1,875.28	1.60
9/18/2013	MainStay Epoch Global Equity Yield Fund CI I	EPSYX	974.212	20.86	20,322.06	3.00	18,614.24	18,050.00	2,272.06	2.93
3/21/2013	Thornburg International Growth Fund CI Institutional	TINGX	807.021	21.32	17,205.69	2.54	16,029.41	15,700.00	1,505.69	.00
Total International Equity					\$102,611.01	15.13%	\$96,438.48	\$93,550.00	\$9,061.01	1.38%
Balanced										
10/10/2012	Principal Global Diversified Income Fund CI P	PGDPX	985.571	15.01	14,793.42	2.18	13,745.24	13,068.87	1,724.55	4.30
Total Balanced					\$14,793.42	2.18%	\$13,745.24	\$13,068.87	\$1,724.55	4.30%
Alternative										
4/29/2014	Altegris Futures Evolution Strategy Fund CI I	EVOIX	2,917.231	10.41	30,368.37	4.48	29,057.09	29,000.00	1,368.37	1.54
3/21/2013	Invesco Global Real Estate Income Fund CI Y	ASRYX	2,931.418	9.28	27,203.56	4.01	26,384.40	24,765.07	2,438.49	4.78
9/18/2013	Neuberger Berman Absolute Return Multi-Manager Fund Institutional CI	NABIX	2,078.835	11.19	23,262.16	3.43	22,540.58	22,400.00	862.16	.00
11/14/2012	Western Asset Total Return Unconstrained Fund CI I	WAARX	2,150.146	10.75	23,114.07	3.41	22,782.55	22,051.18	1,062.89	2.35

This report is incomplete without the accompanying disclosure page.

Portfolio Holdings

As of 6/30/2014

Fiscal Year 2014

Acton Boxborough Regional School District Opeb Unincorporated Association NFS - (xxxx3563)

Holdings by Asset Class (Primary)

Initial Purchase Date	Description	Symbol	Quantity	Price	Value (\$)	Pct. Assets (%)	Est. Tax Cost (\$)	Principal (\$)	Principal Gain/Loss (\$)	Current Yld/Dist Rate (%)*
Alternative										
3/21/2013	Orinda Skyview Multi-Manager Hedged Equity Fund CI I	OHEIX	711.807	26.56	18,905.59	2.79	19,149.17	18,625.00	280.59	.00
11/14/2012	MainStay Marketfield Fund CI I	MFLDX	606.499	17.87	10,838.14	1.60	9,946.05	9,917.53	920.61	.01
Total Alternative					\$133,691.90	19.71%	\$129,859.84	\$126,758.78	\$6,933.12	1.73%
Domestic Bond										
4/29/2014	Prudential Short-Term Corporate Bond Fund CI Z	PIFZX	3,489.789	11.39	39,748.70	5.86	39,679.44	39,500.00	248.70	3.08
10/10/2012	Doubleline Total Return Bond Fund CI I	DBLTX	3,592.021	10.99	39,476.31	5.82	39,834.78	38,475.00	1,001.31	5.11
10/10/2012	Loomis Sayles Bond Fund Institutional CI	LSBDX	2,119.905	15.92	33,748.89	4.98	32,223.27	30,650.00	3,098.89	4.40
11/14/2012	Ivy High Income Fund CI I	IVHIX	2,292.281	8.76	20,080.38	2.96	19,772.02	18,128.24	1,952.14	6.95
9/18/2013	Lord Abbett Inflation Focused Fund CI F	LIFFX	1,172.296	14.23	16,681.77	2.46	16,781.96	16,325.00	356.77	3.62
Total Domestic Bond					\$149,736.05	22.08%	\$148,291.47	\$143,078.24	\$6,657.81	4.49%
International Bond										
9/18/2013	Hartford World Bond Fund CI Y	HWDYX	3,053.314	10.79	32,945.26	4.86	32,495.71	32,250.00	695.26	1.54
9/18/2013	Templeton Global Total Return Advantage	TTRZX	1,471.662	13.64	20,073.47	2.96	19,701.64	19,125.00	948.47	4.00
11/14/2012	Ashmore Emerging Markets Total Return Fund Institutional CI	EMKIX	1,466.945	9.36	13,730.61	2.02	14,426.58	13,430.37	300.23	4.97
Total International Bond					\$66,749.33	9.84%	\$66,623.93	\$64,805.37	\$1,943.96	2.99%
Cash and Equivalents										
	Prime Fund Capital Reserves CI	FPRXX	2,905.350	1.00	2,905.35	.43	2,905.35	2,905.30	.05	.01
Total Cash and Equivalents					\$2,905.35	.43%	\$2,905.35	\$2,905.30	\$0.05	.01%
Total Portfolio					\$678,302.15	100%	\$643,299.22	\$621,028.87	\$57,273.28	2.46%

This report is incomplete without the accompanying disclosure page.

Disclaimer

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Position and account values shown are based on trade date and do not necessarily reflect actual current market prices or the value you would receive upon sale of such assets. Fixed income securities do not account for cost basis adjustments associated with holding these securities. The investment return and principal value of an investment will fluctuate, so an investor's shares, when redeemed, may be worth more or less than their original cost. Certain assets may be illiquid and unavailable for sale at any price. There is no assurance that your investment objective will be attained.

An investment in a money market fund is not insured or guaranteed by the Federal Deposit Insurance Corporation ("FDIC") or any other governmental agency; although the fund seeks to preserve the value of the investment at \$1 per share, it is possible to lose money. Non-bank deposit investments are not FDIC- or NCUA-insured, are not guaranteed by the bank/financial institution, and are subject to risk, including loss of principal invested.

*"Current yield", if reflected in this report, is the percentage of interest (bonds) or dividends (stocks) that the security is yielding based on the security's current price. It is calculated by dividing a bond's current interest rate, or a stock's dividends paid over the prior 12 months, by the current market price of the security as of the date of this statement. Current yield, if reflected in this report, is provided for informational or illustrative purposes only and is not an accurate reflection of the actual return an investor will receive because bond and stock prices are constantly changing due to market factors. "Distribution rate" applies to securities that are not listed or traded on a national securities exchange (i.e., nontraded real estate investment programs). Distribution rates and payments are not guaranteed and may be modified at the program's discretion. Distributions may consist of return of principal (including offering proceeds) or borrowings. A breakdown of the distribution components and the time period during which they have been funded from return of principal, borrowings, or any sources other than cash flow from investment or operations can be found in your tax forms, which the sponsor will provide. When distributions include a return of principal, the program will have less money to invest, which may lower its overall return. When distributions include borrowings, the distribution rate may not be sustainable. Please refer to the relevant prospectus or offering memorandum for additional information and disclosures about the nature of and potential source of funds for distributions relating to nontraded securities.

All returns are shown net of fees unless otherwise indicated. Commonwealth relies upon data, formulas, and software to calculate the performance of portfolios. Periodic software enhancements may possibly cause inconsistencies with some performance calculations. Please notify your advisor if you have reason to believe calculations are incorrect to help ensure proper performance calculations going forward.

Certain assets listed in this report (identified as "Additional Assets") may not be held through Commonwealth and may not be covered by SIPC. Such Additional Assets are not subject to fee billing and are excluded from account performance calculations. Descriptions and valuations of Additional Assets are based upon information provided by you (or by a third party acting on your behalf) to your advisor, have not been verified by Commonwealth, and may not be accurate or current.

Blended benchmark returns are composed of individual index data and index composition may change over time. All indices are unmanaged and it is not possible to invest directly in an index or blended benchmark. Unlike investments, indices and blended benchmarks do not incur management fees, charges, or expenses.

Moderate OPEB - 45.00% MSCI AC World; 35.00% Barclays Capital Global Aggregate Bond Index; 20.00% HFRI Fund of Funds Composite.

S&P 500 - The S&P 500 is based on the average performance of the 500 industrial stocks monitored by Standard & Poor's.

Barclays Capital US Aggregate Bond - The Barclays Capital US Aggregate Bond Index covers the U.S. investment-grade fixed rate bond market, with index components for government and corporate securities, mortgage pass-through securities, and asset-backed securities.

MSCI AC World Ex-USA (Net) - The MSCI ACWI Ex-USA is a free float-adjusted market capitalization weighted index that is designed to measure the equity market performance of developed and emerging markets. The MSCI ACWI Ex-USA consists of 44 country indices comprising 23 developed and 21 emerging market country indices, not including the United States. (Net Return)

Barclays Capital Global Aggregate Bond Index - Barclays Capital Global Aggregate Bond Index provides a broadbased measure of the global investment grade fixed-rate debt markets. It is comprised of the U.S. Aggregate, Pan-European Aggregate, and the Asian-Pacific Aggregate Indexes. It also includes a wide range of standard and customized subindices by liquidity constraint, sector, quality and maturity.

HFRI Fund of Funds Composite - Fund of Funds invest with multiple managers through funds or managed accounts. The strategy designs a diversified portfolio of managers with the objective of significantly lowering the risk (volatility) of investing with an individual manager. The Fund of Funds manager has discretion in choosing which strategies to invest in for the portfolio. A manager may allocate funds to numerous managers within a single strategy, or with numerous managers in multiple strategies.

MSCI AC World - The MSCI ACWI Index is a free float-adjusted market capitalization weighted index that is designed to measure the equity market performance of developed and emerging markets. The MSCI ACWI consists of 45 country indices comprising 24 developed and 21 emerging market country indices



Acton-Boxborough Regional School District
Superintendent's Office
16 Charter Road
Acton, MA 01720
978-264-4700 www.abschools.org

12.

Glenn A. Brand
Superintendent of Schools

To: Members of the Acton-Boxborough Regional School Committee
From: Glenn A. Brand
Date: November 4, 2014
Re: Superintendent's Performance Goals

Throughout the state of Massachusetts all professional/certified staff are required to be evaluated under the Department of Elementary and Secondary Education (DESE)'s model system for educator evaluation. This includes the position of school superintendent and it is with this requirement in which I submit to you the attached proposed goals for my evaluation for the 2014-15 school year.

I have incorporated the administrative priorities that have been identified for the year into these goals and provide these for your consideration and hopeful vote my professional practice, student learning and district improvement goals.

It will be my intention to provide you with an update of my progress later in the school year on these goals. In the spring you will be required to develop a final evaluation that reflects, in part, my progress on these goal areas.

Our Mission is to prepare all students to attain their full potential as life-long learners, critical thinkers, and productive citizens of our diverse community and global society.

ACTON-BOXBOROUGH REGIONAL SCHOOL DISTRICT

SUPERINTENDENT'S PERFORMANCE GOALS 2014-15

I. Professional Practice Goal

By May of 2015 the district will have broad agreement across stakeholders and constituent groups regarding three critical areas: i) the district's most critical needs; ii) the specific strategies and goals that will address these needs most effectively and; iii) the measures that will be used to measure and assess progress.

Strategies

The following will serve as the key actions that will facilitate the above goal:

- By the summer of 2014 present to the School Committee a written Entry Plan that outlines the variety of strategies that will be used to facilitate the entry plan phase.
- By late December/early January present a preliminary report of the findings that: i) synthesize evidence obtained through the entry meetings and information gathering process; ii) identify strengths and attributes of the school system along with the challenges that the district faces and the critical areas where attention should be directed and; iii) establishes next steps in the entry process including the identification of the goals and strategies that will address these needs.
- By March present a proposal of goals and strategies that will advance the district.
- By late April/May secure community and stakeholder feedback through collaboration with the School Committee and solidify district improvement goals.

Benchmarks/Evidence

- Presentations presented on schedule with a comprehensive report that is completed.
- District improvement goals established along with specific measures identified.

Our Mission is to prepare all students to attain their full potential as life-long learners, critical thinkers, and productive citizens of our diverse community and global society.

II. Professional Practice Goal

Participate fully and complete the first year of the *New Superintendent Induction Program* while developing skills in strategy development and instructional leadership.

Strategies

The following will serve as the key actions that will facilitate the above goal:

- Attend eight daylong 'classroom' sessions.
- Complete all assignments.
- Consult with my assigned coach monthly.

Benchmarks/Evidence

- Documentation of attendance and contact with assigned coach.
- Rubric rating on each assignment that demonstrates proficiency.

III. Student Learning Goal

Ensure that student learning throughout the district is supported and maximized through the successful implementation of a comprehensive leadership model that includes re-modeling the leadership team within the district and the re-design of summer and in-year professional development opportunities for instructional leaders.

Strategies

The following will serve as the key actions that will facilitate the above goal:

- Establish clear leadership team structures at the district level that include principals and cabinet members as well as all of the wider district leadership members.
- Develop a calendar for the 2015-16 school year that clearly establishes a consistent meeting schedule that allows leaders throughout the district to come together in support of the district's work. This will include a summer meeting calendar.
- Gather and review feedback regarding the Thursday professional release days.

Benchmarks/Evidence

- Formalize the leadership structure for the district.
- Produce a meeting calendar that provides an overview of leadership teams and meeting expectations.

Our Mission is to prepare all students to attain their full potential as life-long learners, critical thinkers, and productive citizens of our diverse community and global society.

IV. District Goal

1. *Mental Health and Wellness*

Ensure that student well-being is at the center of all of our structures, strategies and procedures while maintaining our academic learning goals.

Strategies

From the L-R Strategic Plan (2014-15)

- Continue enhancing social-emotional curricula for Pre-K through grade 12 with implementation to be defined by each school and its constituents.
- Continue to adapt facilities and equipment for use by students with disabilities and provide opportunities for this population to participate in activities with peers.
- Continue to assess the effectiveness of the new Student Support Team (SST) model at ABRHS and modify where necessary.
- Use INTERFACE and evaluate if it provides support to counselors in terms of service and therapeutic referrals.
- Design Elementary Nature Play Spaces and explore funding sources

Benchmarks/Evidence

- Further articulation of the district's social-emotional curricula for the district will be evident and made widely available.
- All elementary schools will have plans established that establish nature play spaces.

2. *Regionalization*

Solidify Acton-Boxborough as a unified PreK-12 district in the minds of the community, staff, parents and students.

Our Mission is to prepare all students to attain their full potential as life-long learners, critical thinkers, and productive citizens of our diverse community and global society.

Strategies

- Provide opportunities for teachers to observe colleagues across the district in similar grade levels or positions.
- Support collaboration with caseload educators and facilitate discussions across the district to further define staffing and student needs for each of the buildings.
- Provide opportunities for staff to engage in discussions related to transition from the elementary to the JHS for all students.
- Make sure programs(like peer mentors from the high school) are active within the Blanchard school.
- Meet with Blanchard staff to gather feedback about successes and concerns.

Benchmarks/Evidence

- Staff will recognize and be able to express the similarities and differences between the elementary schools.
- Caseload educators will be able to implement processes established related to special education and counseling/ psychological services.

PUBLIC PARTICIPATION AT SCHOOL COMMITTEE MEETINGS

All regular and special meetings of the School Committee shall be open to the public, except for "Executive Sessions" which will be held as prescribed by the Statutes of the Commonwealth of Massachusetts.

The School Committee welcomes citizens of the District to attend its meetings so that they may become better acquainted with the operations and the programs of our local public schools. In addition, the Committee would like the opportunity to hear the public's ideas .

In order that all citizens who wish to be heard before the Committee have the opportunity to speak and to ensure the ability of the Committee to conduct the District's business in an orderly manner, the following rules and procedures have been adopted by the Committee:

1. At the start of each regularly scheduled School Committee meeting, individuals or group representatives will be invited to address the Committee. The Chairperson shall determine the length of the public participation segment.
2. Each speaker will be allowed two (2) minutes to present his/her statement. The presiding Chairperson may permit extension of this time limit.
3. Topics for discussion are not limited to those items listed on the School Committee meeting agenda for that evening. However, items not on the agenda must be brought up during public participation portion of the meeting. Due to the requirements of Open Meeting Law, the School Committee may not be able to respond to items brought up during public participation.
4. All remarks will be addressed through the Chairperson of the meeting.
5. Speakers may offer such objective feedback regarding school operations and programs as concern them, but in public session the Committee will not hear personal complaints regarding school personnel nor against any member of the school community. Staff and student confidentiality must be preserved. Under most circumstances, administrative channels are the proper means for disposition of legitimate complaints involving District personnel.
6. Written comments that would exceed two (2) spoken minutes may be presented to the Committee before or after the meeting for the Committee members' review and consideration at an appropriate time. Letters or emails addressed to the School Committee will be shared with the Committee members and will be responded to by either the Committee Chair, Vice Chair or appropriate administrator. Emails to the Committee are considered public as defined by Mass General Law.

Public Participation is not a discussion, debate, or dialogue between or among citizens and the School Committee. Rather it is intended to offer citizens an opportunity to express their opinion on issues of School Committee business. While the Committee and /or administrators will not typically respond to citizen comments or questions posed during Public Participation, the Chair, as presiding officer of the meeting, may answer or request an answer to a question if he/she deems it expeditious. Improper conduct and remarks will not be allowed. Defamatory or abusive remarks are always out of order. If a speaker persists in improper conduct or remarks, the Chairperson may terminate that individual's privilege of address.

File: ADDA

**CRIMINAL OFFENDER RECORD INFORMATION
("CORI")**

Pursuant to M.G.L. c. 71, §38R, the the Acton-Boxborough Regional School Committee adopts the following policy with regard to criminal offender record information (CORI).

Such information will be obtained for all current and prospective employees, volunteers, school transportation providers and others who may have direct and unmonitored contact with children.

For the purposes of this policy, "direct and unmonitored contact with children" shall mean contact with a child when no other CORI cleared employee is present.

LEGAL REF.: M.G.L.71:38R, 151B, 276, §.100A, St.2002, c.385
MCAD Regulations and D.O.E. Advisory on C.O.R.I. Law

CRIMINAL OFFENDER RECORD INFORMATION (CORI) PROCEDURES

1. Applicants for employment, current school employees, volunteers, and contractors, who may have direct and unmonitored contact with students, including contract school bus/van drivers will be required to complete a request form.
2. The Superintendent's Office will forward a request for CORI data to the Criminal History Systems Bureau for all applicants under consideration for employment, for all current employees for whom the School Department has no CORI data or whose current CORI data is approaching three years of age, as well as volunteers and contract school bus/van drivers.
3. Once received, the CORI Report will be reviewed by the Superintendent of Schools and/or Director of Personnel and Administrative Services, and/or the appropriate Building Principal or Department Head.
4. The School District will review and act on CORI information on a case-by-case basis. In determining what, if any, actions may be appropriate in response to a positive CORI report, the District may take into account the number, nature and severity of the offense(s), the age of the employee, applicant, volunteer, contractor or contract driver at the time the offense(s) occurred, the length of time since the offense(s) occurred, any rehabilitation undergone, the nature of the position held or applied for, and such other factors as the Districts may determine to be appropriate. Prior to taking any adverse action on the basis of a CORI report, the District will disclose the results of the report to the employee/applicant/volunteer/contractor/contract driver, and afford an opportunity to respond to it.
5. The Superintendent's Office will maintain a secure file of completed CORI Request Forms and will periodically, but not less than every three years, obtain an updated CORI Report for each employee, volunteer and contract school/van driver. CORI Reports will be kept in a secure central file (separate from other personnel files), and will be destroyed after three years.
6. The School Department shall not disseminate or use any CORI data other than to further the protection of children.

File: ADDB

FINGERPRINT-BASED CRIMINAL HISTORY RECORD INFORMATION (CHRI) CHECKS

Pursuant to M.G.L. c. 71, §38R, the Acton-Boxborough Regional School Committees adopt the following policy with regard to Fingerprint-Based Criminal History Record Information (CHRI) Checks.

It shall be the policy of the school district that, as required by law, to obtain a state and national fingerprint criminal background check to determine the suitability of full or part time current and prospective school employees age eighteen (18) and older, who may have direct and unmonitored contact with children.

The school committee shall only obtain a fingerprint background check for current and prospective employees for whom the school committee has direct hiring authority. In the case of an individual directly hired by a school committee, the chair of the school committee shall review the results of the national criminal history check.

The superintendent shall also obtain a state and national fingerprint background check for any individual who regularly provides school related transportation to children.

The fee charged by the fingerprint provider to the employee and educator for national fingerprint background checks will be \$55.00 for school employees subject to licensure by DESE and \$35.00 for other employees

Direct and unmonitored contact with children is defined in DESE regulations as contact with a student when no other employee who has received a CORI or fingerprinting suitability determination by the school or district is present. This policy is applicable to any fingerprint-based state and national criminal history record check made for non-criminal justice purposes and requested under applicable federal authority and/or state statute authorizing such checks for licensing or employment purposes. Where such checks are allowable by law, the district practices and procedures will be followed.

LEGAL REF.: M.G.L. 71:38R, 151B, 276, §.100A, St.2002, c.385
MCAD Regulations and D.O.E. Advisory on C.O.R.I. Law (Feb 17, 2003)

FINGERPRINT-BASED CRIMINAL HISTORY RECORD INFORMATION (CHRI) CHECKS

Requesting CHRI checks

Fingerprint-based CHRI checks will only be conducted as authorized by state and federal law, in accordance with all applicable state and federal rules and regulations. If an applicant or employee is required to submit to a fingerprint-based state and national criminal history record check, he/she shall be informed of this requirement and instructed on how to comply with the law. Such instruction will include information on the procedure for submitting fingerprints. In addition, the applicant or employee will be provided with all information needed to successfully register for a fingerprinting appointment.

Such information will be obtained for all current and prospective employees including school transportation providers and others who may have direct and unmonitored contact with children.

For the purposes of this policy, "direct and unmonitored contact with children" shall mean contact with a child when no other CORI cleared employee is present.

Access to CHRI

All CHRI is subject to strict state and federal rules and regulations in addition to Massachusetts CORI laws and regulations. CHRI cannot be shared with any unauthorized entity for any purpose, including subsequent hiring determinations. All receiving entities are subject to audit by the Massachusetts Department of Criminal Justice Information Services (DCJIS) and the FBI, and failure to comply with such rules and regulations could lead to sanctions. Federal law and regulations provide that the exchange of records and information is subject to cancellation if dissemination is made outside of the receiving entity or related entities. Furthermore, an entity can be charged criminally for the unauthorized disclosure of CHRI.

Storage of CHRI

CHRI shall only be stored for extended periods of time when needed for the integrity and/or utility of an individual's personnel file. Administrative, technical, and physical safeguards, which are in compliance with the most recent CJIS Security Policy have been implemented to ensure the security and confidentiality of CHRI. Each individual involved in the handling of CHRI is to familiarize himself/herself with these safeguards.

In addition to the above, each individual involved in the handling of CHRI will strictly adhere to the policy on the storage, retention and destruction of CHRI.

Retention and Destruction of CHRI

Federal law prohibits the repurposing or dissemination of CHRI beyond its initial requested purpose. Once an individual's CHRI is received, it will be securely retained in internal agency documents for the following purposes *only*:

- Historical reference and/or comparison with future CHRI requests,
- Dispute of the accuracy of the record
- Evidence for any subsequent proceedings based on information contained in the CHRI.

CHRI will be kept for the above purposes in a secure location in the office of the superintendent. When no longer needed, CHRI and any summary of CHRI data must be destroyed by shredding paper copies and/or by deleting all electronic copies from the electronic storage location, including any backup copies or files. The shredding of paper copies of CHRI by an outside vendor must be supervised by an employee of the district.

CHRI Training

An informed review of a criminal record requires training. Accordingly, all personnel authorized to receive and/or review CHRI at the district will review and become familiar with the educational and relevant training materials regarding SAFIS and CHRI laws and regulations made available by the appropriate agencies, including the DCJIS.

Determining Suitability

In determining an individual's suitability, the following factors will be considered: these factors may include, but not necessarily be limited to: the nature and gravity of the crime and the underlying conduct, the time that has passed since the offense, conviction and/or completion of the sentence, nature of the position held or sought, age of the individual at the time of the offense, number of offenses, any relevant evidence of rehabilitation or lack thereof and any other factors deemed relevant by the district.

A record of the suitability determination will be retained. The following information will be included in the determination:

- The name and date of birth of the employee or applicant;
- The date on which the school employer received the national criminal history check results; and,
- The suitability determination (either "suitable" or "unsuitable").

A copy of an individual's suitability determination documentation must be provided to another school employer, or to the individual, upon request of the individual for whom the school employer conducted a suitability determination.

Relying on Previous Suitability Determination.

The school employer may obtain and may rely on a favorable suitability determination from a prior employer, if the following criteria are met:

The suitability determination was made within the last seven years; and

The individual has not resided outside of Massachusetts for any period longer than three years since the suitability determination was made; and either

The individual has been employed continuously for one or more school employers or has gaps totaling no more than two years in his or her employment for school employers; or

If the individual works as a substitute employee, the individual is still deemed suitable for employment by the school employer who made a favorable suitability determination. Upon request of another school employer, the initial school employer shall provide documentation that the individual is still deemed suitable for employment by the initial school employer.

Adverse Decisions Based on CHRI

If inclined to make an adverse decision based on an individual's CHRI, the district will take the following steps prior to making a final adverse determination:

Provide the individual with a copy of his/her CHRI used in making the adverse decision;
Provide the individual with a copy of this CHRI Policy;
Provide the individual the opportunity to complete or challenge the accuracy of his/her CHRI; and
Provide the individual with information on the process for updating, changing, or correcting CHRI.

A final adverse decision based on an individual's CHRI will not be made until the individual has been afforded a reasonable time depending on the particular circumstances not to exceed thirty days to correct or complete the CHRI.

Secondary Dissemination of CHRI

If an individual's CHRI is released to another authorized entity, a record of that dissemination must be made in the secondary dissemination log. The secondary dissemination log is subject to audit by the DCJIS and the FBI.

The following information will be recorded in the log:

Subject Name;
Subject Date of Birth;
Date and Time of the dissemination;

Name of the individual to whom the information was provided;
Name of the agency for which the requestor works;
Contact information for the requestor; and
The specific reason for the request.

Reporting to Commissioner of Elementary and Secondary Education

Pursuant to state law and regulation, if the district dismisses, declines to renew the employment of, obtains the resignation of, or declines to hire a licensed educator or an applicant for a Massachusetts educator license because of information discovered through a state or national criminal record check, the district shall report such decision or action to the Commissioner of Elementary and Secondary Education in writing within 30 days of the employer action or educator resignation. The report shall be in a form requested by the Department and shall include the reason for the action or resignation as well as a copy of the criminal record checks results. The superintendent shall notify the employee or applicant that it has made a report pursuant to the regulations to the Commissioner.

Pursuant to state law and regulation, if the district discovers information from a state or national criminal record check about a licensed educator or an applicant for a Massachusetts educator license that implicates grounds for license action pursuant to regulations, the superintendent shall report to the Commissioner in writing within 30 days of the discovery, regardless of whether the district retains or hires the educator as an employee. The report must include a copy of the criminal record check results. The school employer shall notify the employee or applicant that it has made a report pursuant to regulations to the Commissioner and shall also send a copy of the criminal record check results to the employee or applicant.

LEGAL REF.: M.G.L. 71:38R, 151B, 276, §.100A, St.2002, c.385
MCAD Regulations and D.O.E. Advisory on C.O.R.I. Law (Feb 17, 2003)

ALG Minutes October 9, 2014

Present: Bart Wendell, facilitator; Katie Green & Mike Gowing, BoS; Kristina Rychlik & Dennis Bruce, SC; Steve Noone & Mike Majors, FC; Glenn Brand, Steve Ledoux, Steve Barrett & Marie Altieri staff.

Audience: Peter Berry & Janet Adachi, BoS; Brian McMullen & Clare Jeannotte, Staff; Peter Ashton & Charlie Kadlec.

Extra Information: suggested budget calendar; Multi-year financial model; ALG calendar

Minutes were accepted.

2. Update of FY 15

S. Ledoux: we expect the certification of free cash to come in this week. Nothing much else is happening.

G. Brand: we are expecting the end of the year audit in the next couple of weeks. We will have a turn back from APS and BA of approx. \$30k each. Ch. 70 seems to be 1% higher than expected and there is a slight, but as yet unknown increase in the circuit breaker funds

3. FY 16 Allocations

Steve Barrett went through the changes to the model noting that the end product was a document that could be taken to Annual Town Meeting

Using FY 15 as the starting point, the model has added a FY 18 column; right now the levy is taxed to the full 2.5% amount (the ALG will discuss any changes) ; 75% of the total revenue comes from the levy; changes have been made in abatement funds due to the expected re-evaluation cases.

The town has not proposed any changes in new growth over what's allowed by the DOR.

Minor changes: State aid is estimated at \$14M; regional revenue to increase by 1%; town side by 1%. State revenues are 15% of total revenues and to be on the conservative side the increase to date is only 1%.

Local receipts: last year motor vehicle excise was estimated at \$2.6M and came in at \$3M; FY 16 est. is \$3M which is an increase from the prior base. Fees have adjusted up \$175k; investment actuals \$190k and have been dropped to \$100k

Marie: Ch. 70 will drop due to enrollment drop; we will be held harmless getting \$25/student; will reserve use be a flat \$2M or not? We need to change the model because AOPS has been subsumed into ABR. We should consider modifying the model to reflect the change.

Bart: are there any problems with changing the model? ***Agreement, by silence

Bart is there an agreement with the changes outlined?

S. Ledoux: it's premature to have an agreement; we are just starting our budget work

S. Noone: for now. These issues will be discussed at the all-board meeting on the 21st.

There was some discussion on the House I, the Governor's budget. Katie noted that it was not due until the end of February but it was "soft" numbers and the real budget was that produced by the House. However, the Acton model uses the governor's budget as the starting point.

Bart: is there agreement on Local receipts? (Yes)*** Are you OK with the fee estimate? Yes***; investments (drop of \$20k) yes***; overlay charges yes***; school committee's reduction of Ch. 70, yes ***; use of reserves \$2,619m.

S. Noone: for now the reserves are matched to expenses.

Bart: anything else?

S. Ledoux: there will be a STM on Nov. 12 on Acton Nursing services. One scenario is to roll the enterprise fund into the general fund with estimates of \$250k. This revenue should be reserved and not subject to the split. We should have that discussion in November.

Mike: we continue to show annual OPEB costs rising; the Segal report capped it at \$1.4m; I'm not sure it makes sense to increase it.

Bart: should we leave it at \$1.4M?

S. Noone: the state legislature took no action on the proposal for OPEB changes. We do not have any new information. We should stick with \$1.4/\$1.7M and not move to \$2.3M.

Dennis: we will have a new report in the spring when we will get the real costs.

Bart: are we OK with \$1.4M; \$1.4M and \$1.7M***it was agreed to use the numbers as a placeholder.

Katie: I see the three board meeting as a means for increasing communication. The format of the information is based on a five-year plan in a broad scope with a fill in the blanks. Our

budget is not developed that way and this does not end in an assessment. The discussion (on the 21st) should be the budget assumption drivers.

S. Noone: your concern is procedural. This is a template which asks to look at assumptions in the long term. We are not asking to do the budget by 10/21. We will just be going after the budget drivers. We know the cost sharing with Boxboro to 20/20 and can get to the assessments. The question is how much the numbers will increase; not to hold to the numbers. The purpose of the meeting is how to solve the (shortfall) problem not to get to an assessment. Looking at these numbers we have a problem; we can assume a 1% increase for the next five years; precision is not the point.

Kristina: it does help to know what we can comfortably share. We have to tell the school committee.

Dennis: this will provide enough backup to run the meeting.

4. Override

Bart: are there plans for one?

The choices are: yes, no, maybe or you've got you've to be kidding. ***NO

5. Allocation/ split

S. Barrett: FY 15 38.3% town/61.7% schools

Bart: for a number of years the split debate started upfront and caused tension. What do we do for this year?

Dennis: what is it that we end up splitting?

S. Barrett: revenues and some budget expenses

S. Ledoux: we will know better in a month, we have just started our two-day budget review.

Glen: we are also just starting our budget review

Marie: the most important thing is to put the assessment into the model early

S. Noone: it is no longer as important as it used to be

Marie: there are a lot of new numbers. We should leave the allocations as they are now and just watch them.

6. STM

S. Ledoux: the STM is to address the Acton Nursing service. There are five articles and a citizen's petition. 1. Is to keep it going for the fiscal year 2. Is to shut it down and keep the public health component and provide for a navigator 3. close it down 4. Close the enterprise fund as of June 30/15. If the first passes coupled with the closing of the enterprise fund, there will be a cash flow into the general fund for FY 15.

In addition there are three articles dealing with the police withdrawing from Civil Service. In the negotiations there is an exchange for the change by having the town pay for the educational costs formally paid by the state (the Town to fund the entire costs of the Quinn bill). Then there are some zoning articles.

Bart: comments, suggestions?

Kristina: a parents group had free babysitting last year and paid for the cost of the license for showing a movie. Can this information be put into the warrant and when does it need to be in?

S.L: we have to post the warrant on Oct 29th which means it needs to go to the printer by the 24th.

7. ALG calendar

SL: we have not heard from Minuteman as yet, so we will keep those dates open.

Bart: is there agreement with the calendar? ***yes

8. Facilitator for Jan - March

A facilitator will be needed while Bart is away in January and March

SL I asked folks who have been through this process and came up with four: Peter Ashton, Xuan Kong, Walter Foster and Lauren Rosenzweig-Morton. In the past we have changed the winter meeting times from 7:20 AM to 5:30 PM. Walter said he could not make the evening times. I contacted Walter in Philadelphia where he was working at the time.

S.N: I have a vote of confidence for Walter.

Dennis: we cannot have a consensus if one is not with the rest

SN: the job also has a shadow aspect so the person has to come to the present meetings.

Kristina: Peter is already here he is acting in the shadow capacity. I think we should ask him.

Katie: I agree with Kristina. The meetings in Jan can change in time

Bart: we did the time change for my benefit because of the snow.

Mike: I think there is a general consensus of having the meetings in the AM

Bart: two people have been nominated. How do you decide?

Dennis: by poll

Bart: there are more in favor of Peter than otherwise---there are objections. When I first started there were objections to by the second year they came back to me because they thought a person with familiarity of the town would be better.

SN: I have no objection per se but there has been a lot of divisiveness around the school budgets and Peter is closely identified with one side while I'm on the other.

Dennis: I can understand your point, but I too am associated with the "other side" and using your criteria, I should not be here either. We members have more influence than the facilitator. Peter's job is just to move us along he has no voice or vote. But he does have an understanding of all the issues.

SN: I like Peter. I've never known him not to have an opinion. What's wrong with the other three?

Bart: If you felt Peter, or any other facilitator, were trying to sway the discussion in here that could be addressed. My concerns are the discussions that will go on outside this room.

SN: in the end it can get pretty tense

Katie: my vote would have been for Peter (but since we need a consensus) there are other good candidates. Lauren managed a very divisive board of selectmen. There were serious issues in keeping the board together. She would be good in the role of a facilitator.

SN: It's true she did have a divisive board. I have no problems with Lauren.

Bart: so we do not have a consensus on Peter. Do we have one on Lauren? Have we agreed that shadowing is important?

Katie: if Walter travels, that may be a problem.

***It was agreed to ask Lauren and if she is not available to do the shadowing, to ask Walter.

9. Public Comment

Mr. Kadlec noted that the table was not in its proper position. Some members had their backs to the audience. SL: explained that the table's formation was changed last night.

Adjourned 9:10

Next meeting is November 20th, 7:30 AM

Ann Chang

Joint Meeting of the
Acton-Boxborough Regional School Committee
Acton Board of Selectmen
Acton Finance Committee

October 28, 2014 at 6:15 PM
Town Hall Room 204
Agenda

6:15 Light Dinner

7:00 Welcome/Introductions

7:15 Purpose of the Meeting

7:20 ABRSC 5 Year Plans

- Staffing/ service level changes
- Capital projects
- New initiatives/ services
- Other potential items

7:40 Town of Acton 5 Year Plans

- Staffing/ service level changes
- Capital projects
- New initiatives/ services
- Other potential items

8:00 Results of Acton Fincom Model based on plans

8:15 Clarification questions from the attendees

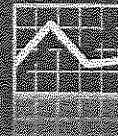
8:30 Comments on solutions from attendees

9:30 Wrap up/ Next Steps

Board of Selectmen Supplemental Data

For the Board Meeting October 28, 2014

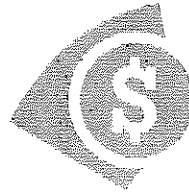
Opening Remarks



- Provides an early forecast of anticipated revenues, expenses, OPEB contributions, capital plan, and cost-savings
- All numbers are projected from prior fiscal year budgets and the current ALG plan

Background Information

- The Chairman of FINCOM asked the Town to furnish the following assumptions:
 - Revenue
 - Expense
 - OPEB
 - Capital Plan
 - Cost-Savings
- The following data codifies some of the rationale for the following assumptions



Tax Levy Annual Increase

- Property Tax Levy has a \$75 million dollar base and accounts for 78% of generated Town revenue
- Proposition 2 1/2 allows a 2.5% increase in the Tax Levy Capacity
 - 2.5% increase equals \$1.9 Million
- Proposed ALG plan has 2.5% increase from FY16-FY20

Tax Levy Annual Increase Impact

- Proposition 2 1/2 allows a 2.5% increase in the Tax Levy Capacity as illustrated below not the Tax Levy

	FY14		FY15
Tax Levy Base	75,000,000		76,875,000
Prop 2.5%	1,875,000		1,921,875
Levy Capacity	76,875,000		78,796,875
Tax 2%	1,500,000		1,537,500
Untaxed Capacity	375,000		384,375
Tax Levy	76,500,000		78,412,500

Tax Levy and New Growth

- New Growth: Property taxes to be billed for "New construction value put in place for the first time"
- An estimate of the tax dollar impact of new developments, job projects etc.



New Growth Statistics



- At FY14 tax rate of \$19 .45 per thousand it takes \$37 Million of new construction to equal \$725,000 of New Growth "tax dollars" as estimated in the current ALG plan

Fiscal Year	Actual New Growth Numbers
FY 14	\$907, 000
FY 13	\$616,000
FY 12	\$402,000

New Growth Statistics (Cont)

- New Growth base for FY15 raised to \$725,000 based on FY14 Recap results
- New Growth for FY16 is \$625, 000
- Current ALG has \$625,000 for FY16-20 a 0% increase

Town's Outlook on New Growth

- Town currently suggests using \$625,000 as a starting point in future years
- Suggestion based on the acknowledgement that ALG typically reaches consensus on this annually

Tax Levy and Overlay

- Overlay: Our allowance for abatements/exemptions or uncollectables
- The amount is "set in stone" in late November/ early December
 - Determined when Town's tax recapitulation is finalized for the fiscal year



Overlay Actual Amounts

- Below are the actual amounts of overlay for FY13-14

Fiscal Year	Overlay Amounts
FY13	\$656,000
FY14	\$745,000
FY15	\$700,000*
FY16	\$700,000**
FY17-20	\$650,000**

* Represents estimates for future years

** Does not include any impact for additional Senior Tax relief

- FY16-20 reflect the numbers the ALG houses for Overlay for the coming year

Overlay Recommendation

- The Town suggests using the presented Overlay numbers as a starting point in future years
- Does not include additional Senior Tax Relief

State Aid and the Cherry Sheet

- Cherry Sheet: Named after colored paper that it was printed on
- Town's net State aid in FY15 is projected at \$1,250,000
- After regionalization any State aid line items specifically earmarked for education (Chapter 70) were transferred to ABRSD

State Aid Projections

- Current ALG plan has the following:

Fiscal Year	Projection (%)
FY16	1.0%
FY17-20	2.5%

- The Town suggests using these numbers as a starting point for future years

Revenue Assumptions & Local Receipts



- Excise Taxes actual receipts:

Fiscal Year	Amount
FY14	\$3.0m
FY13	\$2.7m
FY12	\$2.6m

Excise Taxes (cont.)

- Current ALG plan has 7.0% increase for FY16 and 2.0% for FY17-20
- Numbers in accordance with FY14 actual receipts

Revenue Assumptions & Local Receipts

- Fees actual receipts:

Fiscal Year	Amounts
FY14	\$1.4m
FY13	\$1.11m
FY12	\$775k

Fees (cont.)

- Current ALG plan has 16% increase for FY16 and 2.0% for FY17-FY20
- The Town suggests using these numbers as future starting points for future years



Revenue Assumptions & Local Receipts

- Interest Income actual receipts:

Fiscal Year	Amounts
FY14	\$101,000
FY13	\$96,000
FY12	\$88,000

Interest Income (cont.)

- Current ALG plan has 17% decrease for FY16 and 0% for FY17-20
- Rates continue to be flat

Expense Assumptions

- Salaries
 - Police/Fire/Other Municipal
 - Encompasses all Municipal wages paid which is approximately \$13 Million

- Town recommends using 2.75% in all outer years of the model as it approximates our settled Collective Bargaining Agreements currently in place through June 30, 2015

Salaries (cont.)



- What this projection does not include
 - Municipal Labor needs that will be necessary in FY18 and FY20 if capital projects proposed for FY17 and FY19 are approved
 - If a new North Acton Fire Station or New Senior Center were constructed
 - The Town believes that in future years additional labor will be necessary

Expense Assumptions - OPEB

- ALG plan – calls for \$1.4m total contribution
- Should be tied to FTE counts
- Town's initial calculation for FY16 - \$532K

Expense Assumptions - Minuteman

- Minuteman Regional Vocational
Technical School
- Assessment ?
- Capital Project on the Horizon?

Conclusion

- The Town suggests using these numbers as future starting points for future years
- All forecasts are based off of prior fiscal years and new information

Fincom LRFP

- Uses 5-year planning horizon
- Estimates revenues
 - Tax levy (including new growth, overlay)
 - State aid (Town and ABRSD Cherry Sheets)
 - Local receipts (including motor vehicle excise tax, fees, interest income)
 - Reflects assumptions about rate of increase or decrease in each category

Fincom LRFP

- Estimates expenses townwide (Acton)
 - Maps budget expenses into broad categories
 - Salaries, health insurance, other fringe benefits, capital and one-time expenses, included debt service, SPED tuition & transportation, other student transportation, utilities, and other
 - Reflects assumptions about rate of increase or decrease in each category

Fincom LRFP

- Considers changes in the following items
 - Cost savings being considered or likely
 - Changes in service levels (ratio of policemen to residents, teacher-student ratio, new initiatives)
 - Plans for capital program
- Estimates amount of reserves required
 - For our purposes tonight, we've assumed we'll use reserves to "solve" budgetary difference

Fincom LRFP

- For tonight, we asked each board to develop a set of assumptions for each of these
- We input assumptions into our model and show the results

Fincom LRF

	Assumptions			
	FY16 Fincom LRF	FY16 BOS Response	FY16 ABRSC Response	FY15 ALG Consensus
Revenues				
Tax Levy				
Annual Increase	2.0%	2.5%	2.5%	2.5%
New Growth	0.0%	-13.8%	2.5%	-13.8%
Overlay	0.0%	-7.1%	2.5%	-7.1%
State Aid				
Cherry Sheet	1.0%	1.0%	1.0%	2.5%
Regional Revenue (Acton Share)	1.0%	1.0%	1.0%	2.5%
Local Receipts				
Excise Taxes	4.0%	3.0%	2.5%	2.0%
Fees	2.5%	4.8%	2.5%	2.0%
Interest Income	0.0%	-3.4%	0.0%	0.0%

* For uni-specific expenses, School defaults to Fincom value. For school-specific expenses, Muni defaults to Fincom value.

Fincom LRF

	Assumptions			
	FY16 Fincom LRF	FY16 BOS Response	FY16 ABRSC Response	FY15 ALG Consensus
Expenses				
Salaries				
Salaries - Police	2.0%	2.8%	2.0%	3.0%
Salaries - Fire	2.0%	2.8%	2.0%	3.0%
Salaries - Other Municipal	2.0%	2.8%	2.0%	3.0%
Salaries - Teaching	2.5%	2.5%	3.3%	3.0%
Salaries - Other Education	2.5%	2.5%	2.0%	3.0%
Health Insurance***	6.0%	6.2%	6.0%	3.0%
Minuteman		8.4%		
Fringes Other (incl Pension)	3.0%	6.0%	8.0%	3.0%
Capital and One-Time Expenses	3.0%	3.0%	12.2%	3.0%
Included Debt Service		7.2%	0.0%	3.0%
SPED Tuition & Transportation	7.0%	7.0%	4.0%	3.0%
Other Student Transportation	2.5%	2.5%	4.9%	3.0%
Utilities, Gas & Diesel	2.5%	6.0%	3.0%	3.0%
All Other	2.0%	2.0%	0.3%	3.0%
OPEB	1,400	1,400	1,400	1,400

* For uni-specific expenses, School defaults to Fincom value. For school-specific expenses, Muni defaults to Fincom value.

RESULTS

	\$000	Representative Case						
		FY14	FY15	FY16	FY17	FY18	FY19	FY20
Revenue		85,171	88,941	92,347	94,756	97,215	99,723	102,283
Expense		87,090	92,332	96,159	99,121	102,200	105,401	108,730
Cost Saving			(1,067)	(1,420)	(1,649)			
Capital					300	300	750	750
Spending		87,090	91,265	94,739	97,772	102,500	106,151	109,480
Deficit		(1,919)	(2,324)	(2,392)	(3,016)	(5,285)	(6,428)	(7,197)
Reserves Use		1,919	2,325	2,392	3,016	3,000		
Cumulative use FY14-FY17			4,244	6,636	9,652	12,652		
Percent Change from prior year								
Revenue			4.4%	3.8%	2.6%	2.6%	2.6%	2.6%
Spending			4.8%	3.8%	3.2%	4.8%	3.6%	3.1%

Joint Meeting of the
Acton Board of Selectmen
Acton Finance Committee
Acton-Boxborough Regional School Committee

Acton-Boxborough Regional School Committee
Preliminary Five Year Financial Forecast
Fiscal Years Ending 2016 to 2020

1

Objectives

- Provide an early outlook of the anticipated costs for our two towns at current service levels
 - All years based off FY15 budget - first expanded regional budget
 - No programmatic changes embedded
 - Limitations based upon a level of assumptions and unknowns
- This begins a long conversation

2

Significant Uncertainties

- Revenue Forecasts
- OPEB Funding Level
- Middlesex Retirement Assessment
- Future Contract Negotiations FY'18-20
- Future Transportation Delivery Model
- Ability to Fund Long-Term Capital Needs
 - TBD through a future 5 year Master Plan

3

Major Assumptions

- | | |
|--|---|
| <ul style="list-style-type: none"> ➤ Teacher Salaries settled to 2017 ➤ Health Ins. +6% all years ➤ Middlesex Retirement +5% ➤ Medicare Tax +3.5% ➤ Workers' Comp +2.5% ➤ Debt Service – Scheduled Only ➤ OPEB Contributions <ul style="list-style-type: none"> ➤ Estimates impact of APS ➤ Blanchard employees not included yet | <ul style="list-style-type: none"> ➤ Capital Spending in budget +\$100K per year ➤ Transportation- <ul style="list-style-type: none"> ▪ Regular Ed –no change to service level ➤ Unemployment & Legal <ul style="list-style-type: none"> ▪ Increased to possible levels ➤ Special Ed Tuitions & Transportation <ul style="list-style-type: none"> ➤ +3% increase ➤ Level caseload to FY15 projection ➤ Utilities –Gas & Electric +3% ➤ All Other Expenses – Level Funded |
|--|---|

4

Total Increases-All costs

Total Cost Increase:

FY'16	4.9%	\$3,722,499
FY'17	3.4%	\$2,735,842
FY'18	3.1%	\$2,571,930
FY'19	3.4%	\$2,861,652
FY'20	3.5%	\$3,091,453

Budget Drivers OPEB & Middlesex Retirement

- OPEB and Middlesex Retirement for Region not fully included in FY15 Budget.
- Estimated Increases for FY16 in the model:
 - OPEB: from \$506K FY15 to \$933K FY16
 - Middlesex Retirement from \$1,305K FY15 budget to \$1,844K FY16
- **IMPACT:** \$966K = 1.27% (FY16 increase would be 3.47% without this)

Salary Assumptions

➤ Teacher Increases:

- FY16 3.5%*
- FY17 3.0%*
- FY18 3.0%
- FY19 3.5%
- FY20 3.5%

➤ Non Teacher Increases - 2.5% all years

* Contract in Place

7

Special Education Tuitions

- FY16 increase \$300K (on \$5.2M)
 - add 3% per year
- CASE - New Assessment Methodology
 - Introduces Changes & Risks
 - FY 15 increase - +\$400k
- OSD Published inflation rate for FY16 is 1.43% for out of district tuitions subject to approval

8

Transportation

- Special Education
 - Increasing 3% per year
 - Separate from Tuition

- Regular Education
 - Assumes no change in current model
 - Removes contract bus service and reflects new leases for expanded region
 - All other department costs level funded

9

Debt Service

- Only "Inside Debt" is Lower Fields
 - 100% in appropriated budget
- Budget by year per new schedule after refunding of JH & SH debt FY14.
- Prior Acton and Boxborough Town Issued Debt
 - Not in the Regional Budget
 - Credited to each assessment via adjustment in Table 6

10

Other Expenses

- Notable Increases
 - Legal – Increase from \$128K to \$150K
 - Unemployment – Increase from \$25K to \$50K
- Level Funded - In the aggregate are \$3.7M (1% = \$37K):
 - Supplies
 - Instructional Library, Text Books, etc,
 - Travel and Conferences
 - Sewer & Telephone
 - Maintenance of Buildings and Equipment

Expenditures 1 of 2

Action - Berwyn Regional School District						
Five Year Outlook-Fin Discussion only						
18-Oct-14						
Character Code Total	FY16 Voted Budget	FY16 Projection	FY17 Projection	FY18 Projection	FY19 Projection	FY20 Projection
Salaries, Teachers - 01	31,817,811	33,955,439	34,047,593	35,538,526	38,292,903	37,252,254
Salaries, Principals - 02	2,196,448	2,162,167	2,310,237	2,271,343	2,328,434	2,350,493
Salaries, Support Administration - 03	1,048,045	1,074,240	1,101,192	1,128,630	1,156,848	1,183,767
Salaries, Support Staff - 04	8,401,353	8,611,598	8,636,834	9,047,331	9,273,233	9,505,373
Salaries, All Other - 05	814,814	827,916	840,969	854,193	868,038	882,235
Salaries, Retirees - 06	664,970	677,616	691,595	695,816	710,887	734,713
Salaries, Custodial - 07	1,640,433	1,681,444	1,725,490	1,766,867	1,810,731	1,856,960
Salaries, Home Instruction - 08	17,044	17,044	17,044	17,044	17,044	17,044
Salaries, Miscellaneous Dual Services - 09	1,446,651	1,484,687	1,517,210	1,541,290	1,570,881	1,600,898
Salaries, State Instructional - 11	189,003	190,745	186,574	200,402	206,412	210,547
Salaries, State Instructional - 12	624,898	637,608	631,070	664,846	678,868	693,443
Salaries, Guidance - 13	242,853	246,828	255,160	261,628	268,068	274,769
Benefits, Social Security - 14	162,216	162,216	162,216	162,216	162,216	162,216
Price, Office Equipment - 15	50,000	50,000	50,000	50,000	50,000	50,000
Price, Health Insurance - 16	7,000,159	8,086,189	8,539,539	9,051,911	9,685,928	10,176,727
Price, Health Insurance, Retiree - 17	865,443	866,716	1,017,359	1,078,307	1,143,101	1,211,687
Price, Life/Disability Insurance - 18	31,000	31,769	32,760	33,760	34,760	35,760
Price, Life Insurance - 19	50,000	50,000	50,000	50,000	50,000	50,000
Price, Workers Compensation - 20	339,443	347,932	346,830	365,548	374,885	384,052
Price, Missouri County Retirement System - 21	1,304,911	1,444,618	1,456,210	2,035,030	2,134,982	2,241,419
Price, Medicare - 22	917,430	940,084	978,076	998,325	1,038,040	1,070,678

Expenditures 2 of 2

Contributions - PCEB Trust Fund - 23	508,000	633,333	1,133,333	1,133,333	1,133,333	1,133,333
Instruction Supplies - 24	822,000	822,000	822,000	822,000	822,000	822,000
Instruction Textbooks - 25	346,613	346,613	346,613	346,613	346,613	346,613
Instructional Library - 26	58,924	58,924	58,924	58,924	58,924	58,924
Other Capital Outlay - 27	246,168	146,168	246,168	246,168	246,168	1,146,168
Other Data Service - 28	1,847,734	2,038,660	2,074,635	2,041,435	2,022,435	2,006,435
Other Personnel Contracts - 29	68,924	68,924	68,924	68,924	68,924	68,924
Other Maint Buildings/Elements - 31	560,248	560,248	560,248	560,248	560,248	560,248
Other Maint Maintenance Equipment - 32	211,406	211,406	211,406	211,406	211,406	211,406
Other Legal Services - 34	150,000	150,000	150,000	150,000	150,000	150,000
Other Admin Supplies - 35	142,274	142,274	142,274	142,274	142,274	142,274
Other Athletic Supplies - 36	53,666	53,666	53,666	53,666	53,666	53,666
Other Chemical Supplies - 37	145,994	145,994	145,994	145,994	145,994	145,994
Other Special Transportation - 38	1,340,411	1,380,523	1,422,042	1,464,702	1,506,894	1,552,904
Other Student Transportation - 39	1,160,467	607,238	607,335	624,200	649,200	1,061,929
Other Travel Conferences - 40	59,049	59,049	59,049	59,049	59,049	59,049
Other Seed Tuition - 41	2,213,571	6,727,034	8,297,039	6,116,752	8,416,262	6,661,213
Other Utilities - 42	1,750,472	1,782,581	1,825,269	1,868,033	1,947,661	2,006,091
Other Telephone - 43	148,285	148,285	148,285	148,285	148,285	148,285
Other Rent - 44	287,191	287,191	287,191	287,191	287,191	287,191
GRAND TOTAL	78,603,838	79,726,325	82,462,181	85,034,007	87,685,780	90,987,203
Increase %		3,722,489	2,735,842	2,571,630	2,651,552	3,091,453
Increase %		4.80%	3.42%	3.12%	3.37%	3.52%

Acton -Boxborough Regional School District
 Five Year Outlook-For Discussion only
 16-Oct-14

Character Code Totals	FY15 Voted Budget	FY16 Projection	FY17 Projection	FY18 Projection	FY19 Projection	FY20 Projection
Salaries, Teaching - 01	31,937,613	33,055,429	34,047,092	35,068,505	36,295,903	37,566,259
Salaries, Principals - 02	2,109,446	2,162,182	2,216,237	2,271,643	2,328,434	2,386,645
Salaries, Central Administration - 03	1,048,045	1,074,246	1,101,102	1,128,630	1,156,846	1,185,767
Salaries, Support Staff - 04	8,401,365	8,611,399	8,826,684	9,047,351	9,273,535	9,505,373
Salaries, Athletics - 05	514,614	527,479	540,666	554,183	568,038	582,239
Salaries, Buildings - 06	564,570	577,916	591,595	605,616	619,987	634,718
Salaries, Custodial - 07	1,640,433	1,681,444	1,723,480	1,766,567	1,810,731	1,855,999
Salaries, Home Instruction - 08	17,044	17,044	17,044	17,044	17,044	17,044
Salaries, Miscellaneous Pupil Services - 09	1,456,651	1,484,087	1,512,210	1,541,035	1,570,581	1,600,865
Salaries, Subs Miscellaneous - 11	186,093	190,745	195,514	200,402	205,412	210,547
Salaries, Subs Instructional - 12	524,516	537,629	551,070	564,846	578,968	593,442
Salaries, Overtime - 13	242,855	248,926	255,150	261,528	268,066	274,768
Stipends, Curriculum/Instruction - 14	152,275	152,275	152,275	152,275	152,275	152,275
Fringe, Course Reimbursement - 15			56,000	56,000		56,000
Fringe, Health Insurance - 16						
Fringe, Health Insurance, Retiree - 17						
Fringe, Life/Disability Insurance - 18						
Fringe, Unemployment Insurance - 19						
Fringe, Workers Compensation - 20						
Fringe, Middlesex County Retirement System - 21						
Fringe, Medicare - 22						
Contributions, OPEB Trust Fund - 23						
Instruction Supplies - 24						
Instruction Textbooks - 25						
Instructional, Library - 26						
Other, Capital Outlay - 27						
Other, Debt Service - 29						
Other, Property/Casualty - 30						
Other, Maint Buildings/Grounds - 31						
Other, Maintenance Equipment - 32						
Other, Legal Service - 34						
Other, Admin Supplies - 35						

Acton -Boxborough Regional School District
 Five Year Outlook-For Discussion only
 16-Oct-14

Character Code	2014	2015	2016	2017	2018	2019
Other, Athletic Supplies - 36						
Other, Custodial Supplies - 37						
Other, Sped Transportation - 38						
Other, Student Transportation - 39						
Other, Travel, Conferences - 40						
Other, Sped Tuition - 41						
Other, Utilities - 42						
Other, Telephone - 43						
Other, Sewer - 44						

Character Code Totals

GRAND TOTAL	76,003,826	79,726,325	82,462,168	85,034,097	87,895,750	90,987,203
Increase \$		3,722,499	2,735,842	2,571,930	2,861,652	3,091,453
Increase %		4.90%	3.43%	3.12%	3.37%	3.52%

15.

**Acton Public Schools
Acton-Boxborough Regional School District
Acton, MA
OVERNIGHT, INTERNATIONAL and/or OUT-OF-STATE
FIELD TRIP PERMISSION FORM**

Submit for Superintendent and School Committee approval
Please file at least four (4) weeks in advance for 1-3 day trips
Please file at least three (3) months in advance trips longer than 3 days and/or
trips with per student cost greater than \$500.00

- **Name of Teacher(s):** _Patricia Garrison
- **School:** _Acton-Boxborough Regional High School
- **# of Students going:** 16

of Chaperones (gender): 2 women and 2 men

Names of Chaperones: Patricia Garrison; Jess Janus; Gil Watt; Paul Malchodi

- **Date(s) of Trip:** _12/26/14-12/31/14__ **School Time Involved:** none; it is vacation week.

Purpose of Trip/Destination:

This is an annual ski training camp to Mt. Ste. Anne in Quebec. It is a great opportunity for the Nordic skiers to train every day with the best Nordic skiers in the Northeast and eastern Canada. It is also an opportunity for them to visit the Old City of Quebec, eat at an authentic French restaurant, and to visit a city museum in the Old Quarter. This bonds the team in a way that no other training does.

- **Have you taken this trip before?** Yes, with the AB Nordic Ski Team last winter.
- **Any special arrangements required (such as extra insurance, ADA accommodations)?** No
- **Cost per Student:** (Please describe how the cost is determined. Approximately \$400. Cost is based on rental of separate condos, food, and ski costs.
- **Who will pay for the trip?** The students/parents pay for the trip.
- **Has any fundraising been done? If so, what?**

We have fundraising activities throughout the year. There is money available for skiers who cannot afford to go.

- **Are any parents driving?** yes

If so, have appropriate insurance forms been filled out? They will have been completed at least one month prior to the trip.

• Have you followed the procedure outlined in Policy IJOA? yes

• Other comments: This trip was a success last year. It forged strong team relationships and gave the skiers an opportunity to learn a little French language in an immersion environment. An updated schedule and all transportation releases will be completed at least one week prior to the trip.

<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Not Approved	
<u>Julian Campbell</u>	<u>10/31/14</u>
Principal	Date
<input type="checkbox"/> Approved <input checked="" type="checkbox"/> Not Approved	
<u>[Signature]</u>	<u>11/4/14</u>
Superintendent	Date
<input type="checkbox"/> Approved <input type="checkbox"/> Not Approved	
_____	_____
School Committee	Date

Revised 11/15/06

QUEBEC TRAINING CAMP 2014
Mt. Ste. Anne, Quebec

Information

AB Nordic Ski Team has been training at Mt. Ste. Anne for a few years. Every December vacation, the day after Christmas, we all pack the vans/cars and drive to Quebec for a great training camp that starts on Dec. 26 and ends on Dec. 31. Two condos are rented: one for boys and one for girls. Adult chaperones supervise each condo with specific guidelines needed for skier safety.

The schedule is packed for optimal training, and we have mandatory nap/sleep times. Skiers are not able to go away from the group without a chaperone. The weather is almost always colder than in Massachusetts, so you need to be prepared for the Quebec cold. We eat well...**no soda** and not much juice. We don't allow electronic games...we all get together to have good fun playing word games or card games. The camp is good skiing/training, good eating, and meeting other serious racers from Canada and the U.S. It includes a visit to Quebec City to the visit to The Museum of Civilization or the Museum of French Americans. We also eat at a French restaurant. Old Quebec City is especially beautiful during this time of year! The skiers have a great time even though they are exhausted upon their return.

The most important aspect of the training program is that it prepares you for your first races of the season at the beginning of January. Without this training camp, you are expecting your bodies to perform at race pace when you are not really ready. We ski A LOT each day and this is a perfect beginning to a ski season, unless you can get in consistent skiing earlier than this date. It is always better to train like this than not to train.

There is a schedule attached that gives you more detailed information. The cost will be approximately \$400 per person. This includes rental of the two condos and some food for the skiers.

A check is needed to have a firm place for the trip.

Needed by the skiers are passports and signed authorization forms that I will explain in our meeting prior to leaving.

Questions: Email or phone
pgxcnordic@gmail.com
Cell: 978-844-3695

Coach Pat Garrison

AB Nordic Ski Team Annual Quebec Ski Trip Daily Detailed Training Schedule 2014

Friday: arrive

Every day: Leave condo in the AM by 8:30

Leave Chalet by noon

Leave condo in the PM by 1:30

Leave chalet by 4 pm.

For skiers who are experienced...the goal is to ski slowly and not stop...SLOWLY.

Saturday (27th)

AM: V1 Skate drills- Focus: equal weight and force for each ski (video)

: correct hand placement and reinforce timing

: downhill skills

#1: no poles...metronome

#2: one pole

#3: coming down on one side.

#4: work on downhill skills

PM: Ski for 1.5-2 hours focusing on drills from the morning.

After dinner: Neil to talk about balance, correct body posture.

Sunday (28th)

AM: V2 alternate Skate drills – Focus: weight transfer, high hands, difference
between V1 and V2 alt.

#1: no poles with long glide with approp. timing...balance
try to ski out to each side...warmup

#2: V2 alt. tempo with no poles
coming up on one side

#3: put poles together with timing.

#4: frog hop for fun.

V2 Skate drills – focus: weight transfer, balance, high hands

#1: double pole in between each skate...double-double pole

#2: keep tips out

#3: start with double poling and then skate

#4: V2 hop...double hop

#5: think of side to side motion for V2

PM: V2 alt., V2, and V1 ski together and do not leave anyone alone. Tell adults and coaches which trails you are going to take.

Monday (29th)

Time Trial in the morning.

Video

Visiting coach to show technique PPT.

In Quebec City in PM.

Monday (30th)

Video of technique

Review of all techniques: video

Ski and have fun for last day of Quebec skiing!

Tuesday (31st)

Drive home.

To: Acton-Boxborough Regional School Committee members
From: Glenn Brand
Date: 10/31/14
RE: FY15 District-wide Committees

I am in the process of establishing the following committees for FY15, and will report back to you with a status update next month:

1. ANTI-BULLYING & HARASSMENT REVIEW COMMITTEE

In accordance with M.G.L. Chapter 71, Section 370 each school district is required to regularly update its bullying prevention and intervention plan through consultation with teachers, school staff, professional support personnel, school volunteers, administrators, community representatives, local law enforcement agencies, students, parents and guardians. This process is to culminate in a public comment period. This Committee will be co-chaired by Todd Chicks (Secondary Counseling and Psychological Services chair) and Priscilla Kotyk (Assistant Principal at Gates). Meetings will be monthly.

The purpose of the ABRSD Anti-Bullying & Harassment Committee is to:

- Review our current plan to ensure that it aligns with state and federal mandates.
- Review current policies and practices throughout all of our schools and Pre-School including procedures to report bullying; procedures to respond to and investigate reports of bullying and retaliation; the range of disciplinary actions that shall be taken along with the strategies for protecting individuals from bullying and harassment.
- Reviewing and identifying future needs around professional development for faculty and staff.
- Identify parent/guardian and community outreach regarding the plan or relative prevention curriculums.

This committee will consist of several School Counselors, Parent/Guardians and Teachers, as well as an Elementary School Principal/ Assistant Principal, and a Secondary School Principal/ Assistant Principal.

2. SCHOOL WELLNESS ADVISORY COMMITTEE

The Acton-Boxborough Regional School District is committed to providing a school environment that enhances the learning and development of lifelong wellness practices. In support of this commitment the Superintendent each year appoints members representing constituent groups from both the school district and community to serve on the *School Wellness Advisory Committee*. This Committee will be co-chaired by Diana McNicholas (Secondary Nursing Services Chair) and Diane Spring (Elementary Nursing Services Chair).

The Committee will meet at least four times during the year and develop an action plan of priorities

around helping create and maintain a school environment that enhances the learning and development of lifelong wellness practices.

This Committee will consist of a variety of members including several Parents/Guardians, Community Reps and High School Students, as well as various faculty and staff members, our School Physician and a School Committee member (Kathleen Neville).

3. SUPERINTENDENT'S SAFETY TASK FORCE

The purpose of the Superintendent's Safety Task Force will be to work collaboratively with the Superintendent and engage the communities of Acton and Boxborough and the school district regarding issues related to school safety and security. The Task Force will be advised by the District's Safety and Emergency Committee and will:

- Gather data from the community regarding issues or concerns related to school safety and security.
- Facilitate communication between the administration and parents/guardians regarding proposed changes to policies or procedures.
- Identify specific goals or recommendations for the administration which pertain to school safety and security.

This Task Force will meet approximately four times per year and will include the Superintendent, Director of Facilities and Transportation, School Committee members (Maria Neyland, Maya Minkin and Deanne O'Sullivan), Police Representatives * and several Parents/Guardians*.

4. DISTRICT SAFETY & EMERGENCY COMMITTEE

The purpose of the District's Safety and Emergency Committee is to work collaboratively to coordinate the planning, preparedness and response to issues of safety and security of our students and staff within the District. This Committee advises the Superintendent's Safety Task Force and is chaired by the Superintendent. It is expected to meet monthly.

This committee will:

- Review current policies, practices and procedures throughout all of our eight schools and our Pre-School.
- Thoroughly review and assess our District's alignment with the recent *July 2014 Massachusetts Task Force Report on School Safety and Security* that ensures that we are well positioned to *Prevent, Prepare, Respond* to school safety and security issues.
- Establish recommendations to improve or enhance our safety and emergency readiness.

This Committee will consist of: the Superintendent, Director of Facilities & Transportation, one Elementary School Principal/ Assistant Principal, one Secondary School Principal/ Assistant Principal, Two School Resource Officers and a Faculty/Staff Representative from each of our 8 schools' safety/emergency crisis team.

*from Acton and Boxborough