

Acton-Boxborough Regional
School Committee Meeting

August 10, 2015

7:00 p.m.

at the R.J. Grey Junior High Library

ACTON-BOXBOROUGH REGIONAL SCHOOL COMMITTEE (ABRSC) MEETING

Library
R.J. Grey Junior High School

Monday, August 10, 2015
7:00 p.m.

AGENDA

1. **Call to Order** (7:00)
2. **Chairman's Introduction** - *Kristina Rychlik*
 - 2.1. Welcome to Marilyn Bisbicos, Interim Director of Pupil Services – *Glenn Brand*
3. **Statement of Warrant and Approval of Minutes**
 - 3.1. Minutes of School Committee Meetings (*next meeting*)
4. **MASC District Governance Program Update** – *Kristina Rychlik*
 - 4.1. Review of Draft Operating Protocols
 - 4.2. Scheduling Upcoming Workshops with Dorothy Presser, MASC
5. **Confirmation of 2015-2016 Subcommittee Assignments** - **VOTE** – *Kristina Rychlik*
6. **Finance Director's Update** – *Clare Jeannotte*
 - 6.1. FY15 and FY16 Status memo
 - 6.2. Recommendation to set the imprest balances of the Student Activities checking accounts for FY16 as proposed – **VOTE**
 - 6.3. Recommendation to authorize the trade in of the Community Education Driver Education vehicle as proposed – **VOTE**
7. **Update on Elementary Bus Passes** – *Glenn Brand*
 - 7.1. Memo from the Superintendent to ABRSD Families, 7/28/15
 - 7.2. Policy for 2015-2016, File: EEAAA (voted 6/25/15)
 - 7.3. Policy for 2016-2017, File: EEAAA (voted 6/25/15)
 - 7.4. Procedures, Sample Bus Pass and Parent/Guardian Release Form
8. **Update on Existing Conditions Study**- *Glenn Brand (oral)*
9. **Staffing Update** – *Marie Altieri*
 - 9.1. FY16 New Staff
 - 9.2. Changes in Staffing
 - 9.3. Announcements of Appointments of Marilyn Bisbicos and Roberto Soto-Garcia
10. **Recommendation to Approve the Concord Area Special Education (CASE) revised Agreement of May 2015** – **VOTE** – *Glenn Brand*
11. **Subcommittee Updates** (*oral*)
 - 11.1. Legislative Issues/Initiatives – Paul Murphy/Kathleen Neville
12. **School Committee Member Reports** (*oral*)
 - 12.1. Acton Leadership Group (ALG) – *Kristina Rychlik*
 - 12.1.1. Minutes of 6/18/15 meeting

- 12.2. Boxborough Leadership Forum (BLF) – *Maria Neyland*
- 12.3. Health Insurance Trust (HIT)– *Mary Brolin*
- 12.4. Other Post Employment Benefits (OPEB) Task Force–
- 12.5. Acton Finance Committee -
- 12.6. Acton Board of Selectmen - *Paul Murphy*
- 12.7. Boxborough Finance Committee- *Maria Neyland*
- 12.8. Boxborough Board of Selectmen – *Maria Neyland*

13. **Superintendent’s Report** – *Glenn Brand (oral)*

- 13.1. Update on Play Spaces
- 13.2. Update on Changing Demographics Survey Project
- 13.3. Preview of FY16 Superintendent’s Goals

14. **FOR YOUR INFORMATION**

- 14.1. Gift of cleaning cloths from TADgreen Inc./e-cloth of Greenland, NH to ABRSD Kindergarten Classes valued at \$260. (*via the Wellness Committee*)
- 14.2. Back to School: FY16 Calendar, Schools Open, Open Houses
- 14.3. MA Department of Energy Resources (DOER) Green Communities Program Grant Award of \$215,000
- 14.4. Financial Difficulties Letter for Families – August 2015
- 14.5. Open Invitations for the Committee:
 - 14.5.1. New Professional Staff Orientation Lunch, Wed, 8/26/15 at noon, JH cafeteria
 - 14.5.2. Welcome Back Staff Breakfast, Tues, 9/1/15 at 7:30 a.m., HS auditorium lobby

15. **Adjourn**

NEXT MEETINGS:

- 9/3/15 ABRSC Meeting at 7:00 p.m. in the Jr High Library
- 9/17/15 ABRSC Meeting at 7:00 p.m. in the Jr High Library

Acton-Boxborough Regional School Committee
Operating Protocols Draft 8/3/15

Acton-Boxborough Regional School Committee Statement of Purpose

The Acton-Boxborough Regional School Committee strives to support the district in its mission to create an educational environment that prepares all students to attain their full potential as life-long learners, critical thinkers, and productive citizens of our diverse community and global society by:

- *Setting and adapting policy*
- *Hiring and overseeing the superintendent, and*
- *Developing a thoughtful budget considering the needs of our students and the fiscal realities of the communities of Acton and Boxborough.*

The Acton-Boxborough Regional School Committee recognizes the importance of the above work to our students, families, staff and the communities of Acton and Boxborough. Thus, we have formally established the following operating protocols to follow in its dealings with the Superintendent, Staff/Administration, and the general public.

The School Committee has established policies in the areas of School Committee Powers and Duties (BBA), School Committee-Superintendent Relationship (BDD), School Committee-Staff Communications (BHC), School Committee Member Ethics (BCA) and School Committee Member Authority (BBAA). These outline the expected and appropriate roles of the School Committee and highlight duties, responsibilities and, importantly, the limits of those responsibilities in carrying out the work of the District. All members shall be familiar with these policies and follow them while encouraging their fellow members to do the same.

The School Committee has high expectations for behavior at its meetings, in order to conduct our business in a professional, respectful, thoughtful and efficient manner.

First and foremost, we recognize that while our meetings are business meetings open to the public; they are not public meetings and expect that others agree.

We strive to make our meetings as efficient as possible and need to be realistic about the time commitment involved by staff, members and the public to attend. To that end, we will work to begin our meetings no earlier than 7:00 p.m., ending no later than 10:00 p.m. This may entail additional meetings for topics requiring lengthy discussion, limiting the number of agenda items and/or delaying addressing certain issues.

Meeting preparation is key to efficiency, and adding items of significance as addendums to our meeting packets is strongly discouraged. Agenda items whose

supporting materials are not in our meeting packet by Friday the week before the meeting will be moved to the next available meeting.

Effective yet efficient debate by members will help us to use our meeting time wisely. While we don't expect to always agree, we do expect that we should always acknowledge the value of each individual member's contributions and work to disagree without being disagreeable.

We aim to avoid surprises at our meetings, both to the School Committee and the Superintendent/Administration. As such, questions and concerns should be brought to the Chair and/or Superintendent as early as possible before a meeting; information shared regarding these concerns will then be shared with the entire committee as soon as possible.

The School Committee welcomes input from the public in shaping Committee decisions; in doing so we hold high expectations for both communications to the committee and behavior at our meetings by members of the public. We expect all communications to be respectful and require that the public follow our policy on public participation (BEDH) while allowing the Chair the authority to enforce this policy.

We agree that individual School Committee Members have no independent authority, only the committee as a whole does. When representing the Committee at meetings of other boards or groups, individual members must speak as individuals except when reporting a decision of the majority of the Committee.

Lastly, the School Committee will work to avoid losing focus on its goals and priorities by issues brought prematurely to its attention. All matters of concern by parents and guardians should be addressed by following the Parent Communication Map available at abschools.org. Similarly, town- or community concerns within the purview of the Committee should be addressed when appropriate and/or necessary but not prematurely.

5.

ABRSC 2015-2016 Committee Assignments
(working draft after discussion 7/22/15)

| | |
|--|--|
| CASE Board Member | Glenn Brand |
| EDCO School Committee Leadership Liaison | ??? <i>Beth to clarify role</i> |
| EDCO Board Member | Glenn Brand |
| EDCO Advisory Member | ??? <i>Need someone. 6-8 meetings/yr. in Bedford, Thursdays 10:30-1, attend with Glenn</i> |
| Legislative Issues & Initiatives Subcommittee (for Representative Atkins'/Representative Benson's/Senator Eldridge's Districts) | Paul Murphy, Katie Neville |
| Health Insurance Trust Representative | Mary Brolin |
| Superintendent's Wellness Task Force Superintendent's Safety Task Force | Deanne O'Sullivan, Amy Krishnamurthy Maria Neyland, Maya Minkin, Deanne O'Sullivan |
| PTSO Liaison | Deanne O'Sullivan, Diane Baum |
| Community Outreach | Kristina Rychlik, Mary Brolin, Kathleen Neville |
| SpedPAC Liaison | Paul Murphy, Diane Baum |
| Warrant Signature Subcommittee | Brigid Bieber, Deanne O'Sullivan, Paul Murphy, Kristina Rychlik, Maria Neyland |
| Policy Subcommittee | Brigid Bieber, Maria Neyland, Amy Krishnamurthy, Maya Minkin, Katie Neville |
| Negotiations Subcommittee | Maria Neyland, Amy Krishnamurthy, Paul Murphy |
| Acton Leadership Group (ALG) Representatives Acton Board of Selectmen Liaison Acton Finance Committee Liaison | Kristina Rychlik, Paul Murphy Mike Coppolino, Paul Murphy (backup) Mike Coppolino? Acton Budget SC member(s)? |
| OPEB Task Force (<i>?clarify role</i>) OPEB Trust Fund Board of Advisors | Diane Baum ABRSC Chair, Kristina Rychlik |
| Boxborough Leadership Forum (BLF) Representatives | Brigid Bieber, Mary Brolin, Maria Neyland, Kathleen Neville |
| Boxborough Board of Selectmen Liaison Boxborough Finance Committee Liaison | Maria Neyland, Brigid Bieber Mary Brolin |
| Regionalization Financial Oversight Committee | Michael Coppolino-Chair, Mary Brolin |
| Danny's Place Youth Services Advisory Board | Amy Krishnamurthy |
| Budget and Capital Planning Subcommittee | Brigid Bieber, Deanne O'Sullivan, Maria Neyland, Kristina Rychlik <i>Could use a 5th, budget SC are daytime meetings planned 2x/month</i> |
| MMT Liaison or SC rep. to Acton MMT Working Group (<i>ibid</i>) | Diane Baum |



Acton-Boxborough Regional School District

16 Charter Road

Acton, MA 01720

978-264-4700 www.abschools.org

6.1

Clare L. Jeannotte
Director of Finance

To: ABRSD School Committee
From: Clare Jeannotte
Date: August 5, 2015
Re: Financial Update

Clare

Following is a status update on a number of areas related to our overall financial operations. Please note that I anticipate providing a more detailed report on Fiscal Year End June 30, 2015 in the fall, including the audited financials.

FY16 Budget –

The Governor's budget was released in July. Attached please find a summary of the FY15 and FY16 revenue sources. Overall, we are on target for revenues, recognizing that both the School Choice Tuition and Charter Tuition assessments can change with pupil enrollments throughout the year. I am awaiting confirmation of our share of the Regional Bonus Aid, which was included in the conference committee.

Year-End FY15 –

The department is working hard to close out the fiscal end-of-the year for the 2014-15 school year. Work is progressing well, with some account reconciliations still in progress. Accordingly, until all reconciliations are complete and audited, this report is to be considered preliminary. The audit is scheduled for late August and early September.

Attached find a Revenues Summary detailing FY15, and the FY16 projection at this time, and a Report of Budget v. Actual for FY15 Expenditures.

Revenues:

General Fund revenues in FY15 total \$76,177,297, or \$22,833 favorable to budget. State Revenues were unfavorable to budget \$151,705, principally due to the shortfall of regional transportation funds (\$183,223) and Regional Bonus Aid (\$2,100) due to the 9C cuts last November. We were able to close the year using only \$300,000 of E&D, as planned, despite this shortfall, due to favorable Medicaid revenues of \$48,109 and miscellaneous revenues and interest income of \$126,425. The choice and Charter assessments were favorable 33,341 (net). Assessments from member towns were on budget.

Expenditures:

General fund expenditures are currently \$578,830, or 0.76% favorable to the budget of \$76,455,124. Please see the preliminary summary by character code attached. Health insurance for active employees is favorable \$376K, (principally due to a one-time adjustment of the measurement of 10 month employee premiums in the fiscal year). The final close-out of the deficit in the athletic special revenue account was \$71.5K.

Revolving and Special Revenue Accounts – Attached.

Grants Status – Attached.

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.

ABRSD
FYE 6/30/15
Revenues Summary
Preliminary at August 3, 2015

| | 15B REVISED | FY15 ACTUAL - PRELIM DRAFT | Fav (Unfav) to Revised Budget | FY16B | FY16 PROJECTED 8/3/15 | FY16 Fav (Unfav) to Budget |
|---|--------------------|---------------------------------------|--|-------------------|----------------------------------|---------------------------------------|
| CHAPTER 70 AID | 14,254,476 | 14,254,476 | - | 14,393,376 | 14,393,076 | (300) |
| SCHOOL CHOICE ASSESSMENT | (91,711) | (118,465) | (26,754) | (103,099) | (103,482) | (383) |
| CHARTER SCHOOL ASSESSMENT | (541,005) | (373,438) | 167,567 | (430,739) | (414,938) | 15,801 |
| SPECIAL EDUCATION ASSESSMENT | (12,675) | (12,398) | 277 | (12,675) | (12,894) | (219) |
| REGIONAL TRANSPORTATION | 1,729,727 | 1,353,855 | (375,872) | 1,266,283 | 1,354,273 | 87,990 |
| REGIONAL TRANSPORTATION REVOLVING | (192,649) | - | 192,649 | - | - | - |
| REGIONAL BONUS AID | 139,000 | 136,900 | (2,100) | 111,200 | 111,200 | - |
| CHARTER SCHOOL REIMBURSEMENT | 133,282 | 25,810 | (107,472) | 26,761 | 60,513 | 33,752 |
| TOTAL STATE REVENUE | 15,418,445 | 15,266,740 | (151,705) | 15,251,107 | 15,387,748 | 136,641 |
| MEDICAID REIMBURSEMENT | - | 48,109 | 48,109 | - | - | - |
| TOTAL FEDERAL REVENUE | - | 48,109 | 48,109 | - | - | - |
| REGIONAL ASSESSMENT-ACTON | 49,690,145 | 49,690,147 | 2 | 53,171,009 | 53,171,009 | - |
| REGIONAL ASMNT - BOXBOROUGH | 10,594,577 | 10,594,579 | 2 | 11,120,240 | 11,120,240 | - |
| CONTRIB TO MIDDLESEX RETIREMENT -ACTON | 384,255 | 384,255 | - | - | - | - |
| CONTRIB TO MIDDLESEX RETIREMENT -BOXBOROUGH | 67,042 | 67,042 | - | - | - | - |
| TOTAL ASSESSMENTS | 60,736,019 | 60,736,023 | 4 | 64,291,249 | 64,291,249 | - |
| EARNINGS ON INVESTMENTS | - | 14,894 | 14,894 | - | - | - |
| MISCELL REVENUE | - | 111,531 | 111,531 | - | - | - |
| TOTAL OTHER REVENUES | - | 126,425 | 126,425 | - | - | - |
| TOTAL REVENUES GENERAL FUND | 76,154,464 | 76,177,297 | 22,833 | 79,542,356 | 79,678,997 | 136,641 |
| PREMIUMS ON LOANS | 658 | 658 | - | 7,526 | 7,526 | - |
| TRANSFER FROM E&D | 300,000 | 300,000 | - | 200,000 | 200,000 | - |
| TOTAL OTHER FUNDING SOURCES | 300,658 | 300,658 | - | 207,526 | 207,526 | - |
| TOTAL ALL SOURCES | 76,455,122 | 76,477,955 | 22,833 | 79,749,882 | 79,886,523 | 136,641 |
| TOTAL EXPENDITURES | 76,455,123 | 75,876,293 | 578,830 | 79,749,882 | 79,749,882 | - |

ACTON / BOXBOROUGH REGIONAL SCHOOLS



BUDGET V. ACTUAL 080315

FOR 2015 99

| | ORIGINAL APPROP | TRANFRS/ADJSTMTS | REVISED BUDGET | YTD EXPENDED | ENC/REQ | AVAILABLE BUDGET | PCT USED |
|-------------------------|-----------------|------------------|----------------|---------------|------------|------------------|----------|
| 01 SALARIES, TEACHING | 31,882,520 | 41,962 | 31,924,482 | 31,928,509.91 | .00 | -4,027.91 | 100.0% |
| 02 SALARIES, PRIN/A PRI | 2,109,446 | 0 | 2,109,446 | 2,135,195.24 | .00 | -25,749.24 | 101.2% |
| 03 SALARIES, CNTRL ADMN | 1,048,045 | 0 | 1,048,045 | 1,043,996.72 | .00 | 4,048.28 | 99.6% |
| 04 SALARIES, SUPP STAFF | 8,456,458 | 12,665 | 8,469,123 | 8,573,518.30 | .00 | -104,395.30 | 101.2% |
| 05 SALARIES, ATHLETICS | 514,614 | -16,911 | 497,703 | 491,548.67 | .00 | 6,154.33 | 98.8% |
| 06 SALARIES, BUILDINGS | 564,570 | 144,594 | 709,164 | 752,061.69 | .00 | -42,897.69 | 106.0% |
| 07 SALARIES, CUSTODIAL | 1,640,433 | -144,594 | 1,495,839 | 1,346,614.81 | .00 | 149,224.19 | 90.0% |
| 08 SALARIES, HOME INSTR | 17,044 | 0 | 17,044 | 4,020.00 | .00 | 13,024.00 | 23.6% |
| 09 SALARIES, MISC PS | 1,456,651 | -45,562 | 1,411,089 | 1,511,850.60 | 1,733.00 | -102,494.60 | 107.3% |
| 11 SALARIES, SUBS MISC | 186,093 | 0 | 186,093 | 147,757.45 | .00 | 38,335.55 | 79.4% |
| 12 SALARIES, SUBS INSTR | 524,516 | 0 | 524,516 | 655,767.94 | .00 | -131,251.94 | 125.0% |
| 13 SALARIES, OVERTIME | 242,855 | 0 | 242,855 | 255,418.44 | .00 | -12,563.44 | 105.2% |
| 14 STIPENDS, CURR/INSTR | 152,275 | -40,064 | 112,211 | 113,536.96 | .00 | -1,345.96 | 101.2% |
| 15 FRINGES, COURSE REIM | 56,000 | 0 | 56,000 | 38,831.51 | 2,054.00 | 15,114.49 | 73.0% |
| 16 FRINGES, HLTH INSUR | 7,600,159 | -4,888 | 7,595,271 | 7,219,084.71 | .00 | 376,186.29 | 95.0% |
| 17 FRINGES, H INSUR RET | 905,443 | -1,350 | 904,093 | 780,816.30 | .00 | 123,276.70 | 86.4% |
| 18 FRINGES, LIF/DIS INS | 31,020 | -2,437 | 28,583 | 37,280.12 | .00 | -8,697.12 | 130.4% |
| 19 FRINGES, UNEMPLMNT | 25,000 | 0 | 25,000 | 11,145.83 | 588.00 | 13,266.17 | 46.9% |
| 20 FRINGES, WORKRS COMP | 339,446 | 0 | 339,446 | 272,936.54 | .00 | 66,509.46 | 80.4% |
| 21 FRINGES, MCRS | 1,304,911 | 451,297 | 1,756,208 | 1,756,208.00 | .00 | .00 | 100.0% |
| 22 FRINGES, MEDICARE | 817,453 | 0 | 817,453 | 723,281.15 | .00 | 94,171.85 | 88.5% |
| 23 CONTRIB OPEB TRUST F | 506,000 | 0 | 506,000 | 506,000.00 | .00 | .00 | 100.0% |
| 24 INSTRUCT SUPPLIES | 822,909 | 118,755 | 941,664 | 1,022,904.29 | 36,536.31 | -117,777.10 | 112.5% |
| 25 INSTRUCT TEXTBOOKS | 340,613 | -58,418 | 282,195 | 208,686.86 | 10,334.22 | 63,174.12 | 77.6% |
| 26 INSTRUCTIONAL, LBY | 58,924 | -1,199 | 57,725 | 45,497.61 | 1,135.63 | 11,091.76 | 80.8% |
| 27 OTHER, CAP OUTLAY | 646,166 | -104,537 | 541,629 | 488,991.18 | 221,579.16 | -168,941.34 | 131.2% |
| 29 OTHER, DEBT SERVICE | 1,847,734 | 0 | 1,847,734 | 1,822,733.35 | .00 | 25,000.65 | 98.6% |
| 30 OTHER, PROP/CASUALTY | 98,924 | 0 | 98,924 | 102,627.44 | .00 | -3,703.44 | 103.7% |
| 31 OTHER, MAINT BLDG/GR | 580,248 | 2,500 | 582,748 | 682,692.26 | 12,587.40 | -112,531.66 | 119.3% |
| 32 OTHER, MAINT EQUIP | 211,406 | -18,500 | 192,906 | 68,571.92 | 4,484.05 | 119,850.03 | 37.9% |
| 34 OTHER, LEGAL SERVICE | 128,650 | 0 | 128,650 | 257,827.59 | .00 | -129,177.59 | 200.4% |
| 35 OTHER, ADMIN SUPP | 744,274 | 72,046 | 816,320 | 814,946.24 | 34,429.81 | -33,056.55 | 104.0% |
| 36 OTHER, ATHLETIC SUPP | 53,666 | 13,836 | 67,502 | 138,972.02 | .00 | -71,470.02 | 205.9% |
| 37 OTHER, CUSTODL SUPP | 145,984 | 0 | 145,984 | 124,699.77 | .00 | 21,284.23 | 85.4% |
| 38 OTHER, SPED TRANSP | 1,340,411 | 0 | 1,340,411 | 1,487,541.14 | .00 | -147,130.14 | 111.0% |
| 39 OTHER, STUDENT TRANS | 1,165,457 | 0 | 1,165,457 | 892,850.33 | 98.56 | 272,508.11 | 76.6% |
| 40 OTHER, TRAVEL/CONF | 58,046 | 32,103 | 90,149 | 101,374.04 | 607.50 | -11,832.74 | 113.1% |
| 41 OTHER, SPED TUITION/ | 5,213,514 | 0 | 5,213,514 | 5,208,138.62 | .00 | 5,375.38 | 99.9% |
| 42 OTHER, UTILITIES | 1,730,472 | 0 | 1,730,472 | 1,411,388.42 | .00 | 319,083.58 | 81.6% |
| 43 OTHER, TELEPHONE | 148,285 | 0 | 148,285 | 79,612.56 | 4,120.64 | 64,551.80 | 56.5% |
| 44 OTHER, SEWER | 287,191 | 0 | 287,191 | 280,547.92 | .00 | 6,643.08 | 97.7% |
| GRAND TOTAL | 76,003,826 | 451,297 | 76,455,123 | 75,546,004.45 | 330,288.28 | 578,830.27 | 99.2% |

** END OF REPORT - Generated by Clare Jeannotte **

**ACTON BOXBOROUGH REGIONAL SCHOOL DISTRICT
SPECIAL REVENUE, REVOLVING, AND GIFT FUNDS**

8/3/2015

| | | Fund Balance | Transf from | Transfer from | Fund Balance | Receipts | Expenses | CASH BAL |
|------------------|---------------------------------|--------------|-------------|---------------|--------------|--------------|--------------|------------|
| | | 6/30/14 | APS & BMS | other funds | 7/1/14 | | | |
| Operating | LUNCH | | | | | | | |
| K Nelson | 3201 LUNCH | 365,035.68 | | 185,908.17 | 550,943.85 | 1,699,938.62 | 1,533,118.75 | 717,763.72 |
| | Blanchard School Lunch | 0.00 | 53,405.32 | (53,405.32) | 0.00 | | | 0.00 |
| | APS School Lunch | 0.00 | 132,502.85 | (132,502.85) | 0.00 | | | 0.00 |
| | SUPERINTENDENT | | | | | | | |
| G Brand | 3311 SUPERINTENDENT GIFTS | 707.50 | 145.29 | | 852.79 | 1,174.00 | 2,026.79 | 0.00 |
| | DISTRICTWIDE | | | | | | | |
| G Brand | 3353 DISTRICT WIDE GIFTS | 0.00 | | 1,148.47 | 1,148.47 | 125.00 | 0.00 | 1,273.47 |
| | Acton Garden Club | 0.00 | 500.00 | (500.00) | 0.00 | | | 0.00 |
| | 2606 APS ESL After School | 0.00 | 323.53 | (323.53) | 0.00 | | | 0.00 |
| | 2609 APS PD Outdoor classroom | 0.00 | 314.37 | (314.37) | 0.00 | | | 0.00 |
| | ESL REVOLVING | 10.57 | | (10.57) | 0.00 | | | 0.00 |
| | CURRICULUM | | | | | | | |
| D Bookis | 3318 PARENT INVOLVEMENT PROJECT | 17,691.68 | | | 17,691.68 | 6,759.00 | 4,361.77 | 20,088.91 |
| D Bookis | 3323 CURRICULUM GIFT | 908.45 | 10.00 | | 918.45 | 7,075.00 | 7,613.94 | 379.51 |
| D Bookis | 3331 TEACHING AMERICAN HISTORY | 0.00 | | | 0.00 | 0.00 | 0.00 | 0.00 |
| D Bookis | 3419 SCHOOL TO BUSINESS | (2,867.93) | | | (2,867.93) | 1,650.00 | (1,217.93) | 0.00 |
| | FINANCE | | | | | | | |
| C Jeannotte | 3401 SCHOOL CHOICE | 64,984.42 | | 196,220.70 | 261,205.12 | 261,263.00 | 341,502.94 | 180,965.18 |
| C Jeannotte | 3401 Boxborough School Choice | 0.00 | 196,220.70 | (196,220.70) | 0.00 | | | 0.00 |
| C Jeannotte | 3016 CIRCUIT BREAKER | 0.00 | | 88,196.00 | 88,196.00 | 2,088,607.00 | 1,845,350.00 | 331,453.00 |
| C Jeannotte | Boxborough Circuit Breaker | 0.00 | 73,470.00 | (73,470.00) | 0.00 | | | 0.00 |
| C Jeannotte | APS Circuit Breaker | 0.00 | 14,726.00 | (14,726.00) | 0.00 | | | 0.00 |
| C Jeannotte | 3417 TELEPHONE REVOLVING | 25,907.43 | | | 25,907.43 | 1.31 | 12,954.37 | 12,954.37 |
| C Jeannotte | 3501 INSURANCE REIMB | 17,135.16 | | 1,539.82 | 18,674.98 | 10,425.91 | 12,920.55 | 16,180.34 |
| C Jeannotte | Insurance Reimb Blanchard | 0.00 | 1,539.82 | (1,539.82) | 0.00 | | | 0.00 |
| C Jeannotte | 3502 VENDOR RECOVERY | 40,698.79 | | (40,698.79) | 0.00 | 0.00 | 0.00 | 0.00 |
| C Jeannotte | 3503 VANDALISM REIMB | 311.09 | | (311.09) | 0.00 | 0.00 | 0.00 | 0.00 |
| M. Dennehy | 9901 TAILINGS | 27,676.16 | | | 27,676.16 | 0.00 | 3,584.23 | 24,091.93 |
| | FACILITIES | | | | | | | |
| J D Head | 3322 ELM ST HOOPS | 1,214.00 | | | 1,214.00 | 0.00 | 0.00 | 1,214.00 |
| J D Head | 3324 SOLAR PANEL PROJECT | 1,555.75 | | | 1,555.75 | 0.00 | 0.00 | 1,555.75 |
| J D Head | 3328 NSTAR POWER DOWN PROJECT | 16,335.27 | | | 16,335.27 | 0.00 | 2,856.20 | 13,479.07 |
| J D Head | 3329 FRIENDS OF LOWER FIELDS | 13,460.82 | | | 13,460.82 | 50,500.00 | 5,553.88 | 58,406.94 |
| J D Head | 3330 LOWER FIELDS GIFT 2 | 4,130.31 | | | 4,130.31 | 25,000.00 | 29,130.31 | 0.00 |
| J D Head | 3342 WEST ACTON BOARDWALK | 0.00 | 11,822.50 | | 11,822.50 | 0.00 | 750.00 | 11,072.50 |
| J D Head | 3347 DOW TRACK | 95,465.38 | | | 95,465.38 | 45,000.00 | 140,465.38 | 0.00 |
| TBD | 3418 TRANSPORTATION | 98,365.65 | | (98,365.65) | 0.00 | 0.00 | 0.00 | 0.00 |
| J D Head | 3332 DAMON PLAYGROUND | 0.00 | 2,086.85 | | 2,086.85 | 0.00 | 1,231.70 | 855.15 |
| J D Head | 4001 LOWER FIELDS CONSTRUCTION | 3,821.41 | | | 3,821.41 | 487.57 | 4,009.87 | 299.11 |

**ACTON BOXBOROUGH REGIONAL SCHOOL DISTRICT
SPECIAL REVENUE, REVOLVING, AND GIFT FUNDS**

8/3/2015

| Operating | | Fund Balance 6/30/14 | Transf from APS & BMS | Transfer from other funds | Fund Balance 7/1/14 | Receipts | Expenses | CASH BAL |
|----------------------------|---------------------------------------|-------------------------|--------------------------|------------------------------|------------------------|--------------|--------------|------------|
| COMMUNITY EDUCATION | | | | | | | | |
| E Bettez | 3402 COMMUNITY ED | 683,484.87 | | 67,815.34 | 751,300.21 | 2,951,802.28 | 2,974,216.29 | 728,886.20 |
| | Comm Ed- Blanchard ADK | 0.00 | 67,815.34 | (67,815.34) | 0.00 | | | 0.00 |
| E Bettez | 3403 USE OF FACILITIES | 0.07 | | | 0.07 | 252,216.39 | 252,216.46 | 0.00 |
| E Bettez | 3404 DRIVERS' ED | 207,031.60 | | | 207,031.60 | 212,603.80 | 152,210.23 | 267,425.17 |
| PUPIL SERVICES/SPED | | | | | | | | |
| J Gibowitz | 3427 BL INTEGRATED PRESCHOOL | 0.00 | 82,713.75 | | 82,713.75 | 0.00 | 50,000.00 | 32,713.75 |
| M Emmons | 3428 ODP REVOLVING | 12,279.36 | | | 12,279.36 | 65,790.20 | 25,666.58 | 52,402.98 |
| J Gibowitz | 3429 AD INTEGRATED PRESCHOOL | 74,112.88 | | | 74,112.88 | 253,439.62 | 227,102.08 | 100,450.42 |
| | 3326 MCC BIG YELLOW SCHOOL BUS | | | | | | | |
| J Campbell | SENIOR HIGH | 205.14 | | | 205.14 | 200.00 | 200.00 | 205.14 |
| A Shen | JUNIOR HIGH | 0.00 | | | 0.00 | 0.00 | 0.00 | 0.00 |
| D Labb | BLANCHARD | 0.00 | 0.00 | | 0.00 | 0.00 | 0.00 | 0.00 |
| D Sugrue | CONANT | 0.00 | 650.00 | | 650.00 | 200.00 | 200.00 | 650.00 |
| C Whitbeck | DOUGLAS | 0.00 | 278.75 | | 278.75 | 0.00 | | 278.75 |
| L Newman | GATES | 0.00 | 104.30 | | 104.30 | 0.00 | 0.00 | 104.30 |
| D Krane | MCCARTHY TOWNE | 0.00 | 0.00 | | 0.00 | 200.00 | 200.00 | 0.00 |
| E Kaufman | MERRIAM | 0.00 | 671.00 | | 671.00 | 0.00 | | 671.00 |
| | 3341 COMM ED ADK GIFT | | | | | | | |
| D Labb | BLANCHARD | 0.00 | 0.00 | | 0.00 | 0.00 | 0.00 | 0.00 |
| D Sugrue | CONANT | 0.00 | 1,182.78 | | 1,182.78 | 0.00 | 1,182.78 | 0.00 |
| C Whitbeck | DOUGLAS | 0.00 | (2,598.44) | | (2,598.44) | 0.00 | (2,598.44) | 0.00 |
| L Newman | GATES | 0.00 | 1,100.85 | | 1,100.85 | 0.00 | 1,100.85 | 0.00 |
| D Krane | MCCARTHY TOWNE | 0.00 | 607.79 | | 607.79 | 0.00 | 607.79 | 0.00 |
| E Kaufman | MERRIAM | 0.00 | 1,495.31 | | 1,495.31 | 0.00 | 1,078.56 | 416.75 |
| | 3416 LIBRARY REVOLVING | | | | | | | |
| J Campbell | SENIOR HIGH | 1,751.54 | | | 1,751.54 | 3,667.00 | 2,500.00 | 2,918.54 |
| A Shen | JUNIOR HIGH | 6,154.19 | | | 6,154.19 | 2,000.00 | 1,210.78 | 6,943.41 |
| D Labb | BLANCHARD | 0.00 | 0.00 | | 0.00 | 1,750.00 | 0.00 | 1,750.00 |
| D Sugrue | CONANT | 0.00 | 1,316.56 | | 1,316.56 | 1,750.00 | 2,441.60 | 624.96 |
| C Whitbeck | DOUGLAS | 0.00 | 1,947.31 | | 1,947.31 | 1,750.00 | 1,958.07 | 1,739.24 |
| L Newman | GATES | 0.00 | 2,782.36 | | 2,782.36 | 1,750.00 | 750.00 | 3,782.36 |
| D Krane | MCCARTHY TOWNE | 0.00 | 1,086.98 | | 1,086.98 | 1,750.00 | 1,090.63 | 1,746.35 |
| E Kaufman | MERRIAM | 0.00 | 2,907.59 | | 2,907.59 | 1,750.00 | 3,471.03 | 1,186.56 |
| | SENIOR HIGH | | | | | | | |
| S Desy | 3301 ATHLETIC GIFTS | 0.00 | | (5,000.00) | (5,000.00) | 0.00 | 0.00 | (5,000.00) |
| S Desy | 3303 ABSAF:SH ATHLETICS | 0.00 | | | 0.00 | 41,000.00 | 41,000.00 | 0.00 |
| S Desy | 3405 ATHLETIC REVG | 0.00 | | 5,000.00 | 5,000.00 | 377,282.64 | 377,282.64 | 5,000.00 |
| M Hickey | 3302 ABSAF:SH PERFORMING ARTS | 5,608.46 | | | 5,608.46 | 4,000.00 | 4,913.29 | 4,695.17 |

**ACTON BOXBOROUGH REGIONAL SCHOOL DISTRICT
SPECIAL REVENUE, REVOLVING, AND GIFT FUNDS**

8/3/2015

| | | | Fund Balance | Transf from | Transfer from | Fund Balance | Receipts | Expenses | CASH BAL |
|--------------------|------|-----------------------------|--------------|-------------|---------------|--------------|------------|------------|------------|
| | | | 6/30/14 | APS & BMS | other funds | 7/1/14 | | | |
| Operating | | | | | | | | | |
| M Hickey | 3304 | ABSAF:BAND UNIFORMS | 0.00 | | | 0.00 | 0.00 | 0.00 | 0.00 |
| J Campbell | 3306 | SENIOR HIGH GIFTS | 4,981.44 | | 20.00 | 5,001.44 | 1,600.00 | 0.00 | 6,601.44 |
| J Campbell | 3307 | SH GIFT:GAZEBO | 0.00 | | | 0.00 | 0.00 | 0.00 | 0.00 |
| J Campbell | 3308 | SH GIFT:PTSO | 6,920.56 | | | 6,920.56 | 9,000.00 | 9,757.57 | 6,162.99 |
| J Campbell | 3309 | SH GIFT:OTHER | (4,490.60) | | 15,352.00 | 10,861.40 | 1,529.99 | 1,394.40 | 10,996.99 |
| J Campbell | 3310 | SH GIFT:ABSAF | 15,352.00 | | (15,352.00) | 0.00 | 0.00 | 0.00 | 0.00 |
| J Campbell | 3313 | ABSAF:SH EXTRACURRICULAR | 11,338.17 | | | 11,338.17 | 16,000.00 | 24,040.06 | 3,298.11 |
| J Campbell | 3315 | UNITED WAY GIFT | 994.95 | | | 994.95 | 0.00 | 0.00 | 994.95 |
| J Campbell | 3319 | SH: COMMUNITY SERVICE GIFTS | 3,080.59 | | | 3,080.59 | 5,396.00 | 5,180.21 | 3,296.38 |
| J Campbell | 3320 | SH: SPECTRUM | 1,651.95 | | | 1,651.95 | 1,241.82 | 2,805.00 | 88.77 |
| J Campbell | 3321 | AB FRIENDS OF DRAMA | 25.00 | | | 25.00 | 0.00 | 0.00 | 25.00 |
| J Campbell | 3325 | NSTA TOYOTA TAPESTRY | 71.37 | | (71.37) | 0.00 | 0.00 | 0.00 | 0.00 |
| J Campbell | 3412 | LOST BOOKS-SENIOR HIGH | 24,035.26 | | | 24,035.26 | 335.00 | 65.00 | 24,305.26 |
| J Campbell | 3413 | PARKING-SENIOR HIGH | 29,445.55 | | | 29,445.55 | 51,890.00 | 67,836.43 | 13,499.12 |
| J Campbell | 3414 | SUMMER SCHOOL TUITION | 147,704.65 | | | 147,704.65 | 170,299.99 | 142,938.64 | 175,066.00 |
| J Campbell | 3415 | PERFORMING ARTS REV | 8,630.76 | | | 8,630.76 | 29,764.65 | 34,595.68 | 3,799.73 |
| J Campbell | 3420 | EMPORIUM REVOLVING | (7.77) | | | (7.77) | 87,187.20 | 82,076.96 | 5,102.47 |
| J Campbell | 3423 | SH: PROSCENIUM CIRCUS | 7,987.38 | | | 7,987.38 | 60,265.78 | 63,978.62 | 4,274.54 |
| J Campbell | 3424 | SH:COUNSELING/TESTING | 9,031.74 | | | 9,031.74 | 128,074.00 | 131,047.85 | 6,057.89 |
| J Campbell | 3425 | SH CHORUS | 9,635.06 | | | 9,635.06 | 15,029.00 | 21,357.05 | 3,307.01 |
| J Campbell | 3430 | SWAP TUITION | (168.68) | | | (168.68) | 0.00 | (168.68) | 0.00 |
| | | SMOKING REVOLVING | 20.00 | | (20.00) | 0.00 | | | 0.00 |
| JUNIOR HIGH | | | | | | | | | |
| A Shen | 3305 | JUNIOR HIGH GIFTS | 12,123.80 | | | 12,123.80 | 6,687.93 | 3,478.00 | 15,333.73 |
| A Shen | 3312 | ABSAF:JH EXTRACURRICULAR | 3,453.85 | | | 3,453.85 | 7,910.00 | 8,599.59 | 2,764.26 |
| A Shen | 3314 | JOHN LORING MEMORIAL GIFT | 4,645.48 | | | 4,645.48 | 2.34 | 0.00 | 4,647.82 |
| A Shen | 3316 | PROJECT WELLNESS JH | 0.00 | | | 0.00 | 7,030.00 | 5,000.00 | 2,030.00 |
| A Shen | 3317 | EDFAAB GIFT - JH | 3.64 | 270.74 | | 274.38 | 0.00 | 0.00 | 274.38 |
| A Shen | 3327 | DRAGONFLY THEATER | 8,136.44 | | | 8,136.44 | 25,000.00 | 15,049.30 | 18,087.14 |
| A Shen | 3411 | LOST BOOKS-JUNIOR HIGH | 5,772.09 | | | 5,772.09 | 1,275.00 | 128.16 | 6,918.93 |
| A Shen | 3421 | JH STORE REVOLVING | 1,382.58 | | | 1,382.58 | 16,260.25 | 17,642.83 | 0.00 |
| A Shen | 3422 | JH THEATER REVOLVING | 7,730.50 | | | 7,730.50 | 20,618.50 | 26,688.71 | 1,660.29 |
| BLANCHARD | | | | | | | | | |
| D Labb | 3333 | BLANCHARD PTO | 0.00 | | | 0.00 | 0.00 | 0.00 | 0.00 |
| D Labb | 3348 | BLANCHARD GIFTS | 0.00 | 7,191.57 | | 7,191.57 | 600.00 | 4,706.88 | 3,084.69 |
| D Labb | 3408 | BLANCHARD AM/PM XD | 0.00 | 166,841.31 | | 166,841.31 | 254,560.57 | 180,266.36 | 241,135.52 |
| CONANT | | | | | | | | | |
| D Sugrue | 3334 | CONANT PTO | 0.00 | 7,815.77 | | 7,815.77 | 17,184.23 | 23,498.87 | 1,501.13 |
| D Sugrue | 3343 | CONANT ENRICHMENT GIFT | 0.00 | 101,114.97 | | 101,114.97 | 62,669.47 | 54,362.05 | 109,422.39 |
| D Sugrue | 3349 | CONANT GIFTS | 0.00 | | 1,092.20 | 1,092.20 | 1,548.00 | 1,246.00 | 1,394.20 |
| D Sugrue | 2617 | APS Conant Technology | 0.00 | 756.20 | (756.20) | 0.00 | | | 0.00 |
| D Sugrue | 2626 | APS Conant Fndn Mtg Gift | 0.00 | 11.29 | (11.29) | 0.00 | | | 0.00 |

**ACTON BOXBOROUGH REGIONAL SCHOOL DISTRICT
SPECIAL REVENUE, REVOLVING, AND GIFT FUNDS**

8/3/2015

| | | | Fund Balance | Transf from | Transfer from | Fund Balance | | | |
|-----------------------|------|---------------------------------|--------------|-------------|---------------|--------------|------------|------------|------------|
| Operating | | | 6/30/14 | APS & BMS | other funds | 7/1/14 | Receipts | Expenses | CASH BAL |
| D Sugrue | 2633 | Con: Prof Dev Gift | 0.00 | 229.23 | (229.23) | 0.00 | | | 0.00 |
| D Sugrue | | Conant Art Gift | 0.00 | 95.48 | (95.48) | 0.00 | | | 0.00 |
| DOUGLAS | | | | | | | | | |
| C Whitbeck | 3335 | DOUGLAS PTO | 0.00 | 4,595.25 | | 4,595.25 | 42,748.75 | 39,589.13 | 7,754.87 |
| C Whitbeck | 3350 | DOUGLAS GIFTS | 0.00 | | 701.74 | 701.74 | 0.00 | 0.00 | 701.74 |
| C Whitbeck | 3409 | DOUG: DAWN/DUSK | 0.00 | 169,984.19 | | 169,984.19 | 350,613.69 | 398,483.86 | 122,114.02 |
| C Whitbeck | 2618 | APS Douglas Dec Math | 0.00 | 48.14 | (48.14) | 0.00 | | | 0.00 |
| C Whitbeck | 2619 | APS Douglas Japanese | 0.00 | 4.94 | (4.94) | 0.00 | | | 0.00 |
| C Whitbeck | 2620 | APS Douglas Mentoring | 0.00 | 606.44 | (606.44) | 0.00 | | | 0.00 |
| C Whitbeck | 2627 | APS Douglas Foundation Mtg Gift | 0.00 | 42.22 | (42.22) | 0.00 | | | 0.00 |
| GATES | | | | | | | | | |
| L Newman | 3336 | GATES PTO | 0.00 | 2,020.93 | | 2,020.93 | 20,000.00 | 17,769.36 | 4,251.57 |
| L Newman | 3339 | GATES GIFTS | 0.00 | 9,018.03 | 1,220.25 | 10,238.28 | 4,199.63 | 2,334.83 | 12,103.08 |
| L Newman | 3344 | GATES ENRICHMENT GIFT | 0.00 | 25,265.37 | | 25,265.37 | 16,109.79 | 26,027.14 | 15,348.02 |
| L Newman | 2640 | Gates Playground Equip | 0.00 | 317.31 | (317.31) | 0.00 | | | 0.00 |
| L Newman | 2644 | Gates Parent Gift | 0.00 | 902.94 | (902.94) | 0.00 | | | 0.00 |
| MCCARTHY TOWNE | | | | | | | | | |
| D Krane | 3337 | MCCARTHY PTO | 0.00 | 177.04 | | 177.04 | 71,000.00 | 66,217.86 | 4,959.18 |
| D Krane | 3340 | MCCARTHY TECHN | 0.00 | 3,300.00 | | 3,300.00 | 0.00 | 3,299.50 | 0.50 |
| D Krane | 3345 | MCT ENRICHMENT GIFT | 0.00 | 51,330.60 | | 51,330.60 | 38,549.50 | 53,308.82 | 36,571.28 |
| D Krane | 3351 | MCCARTHY TOWNE GIFTS | 0.00 | | 2,000.00 | 2,000.00 | 400.00 | 2,000.00 | 400.00 |
| D Krane | | McT Music Gift | 0.00 | 2,000.00 | (2,000.00) | 0.00 | | | 0.00 |
| MERRIAM | | | | | | | | | |
| E Kaufman | 3338 | MERRIAM PTO | 0.00 | 355.28 | | 355.28 | 96,857.60 | 84,405.17 | 12,807.71 |
| E Kaufman | 3346 | MERRIAM OPEN CIRCLE | 0.00 | | | 0.00 | 0.00 | 0.00 | 0.00 |
| E Kaufman | 3352 | MERRIAM GIFTS | 0.00 | | 62.91 | 62.91 | 0.00 | 0.00 | 62.91 |
| E Kaufman | 3410 | MERRIAM AM/PM | 0.00 | 141,867.97 | | 141,867.97 | 181,848.08 | 180,562.85 | 143,153.20 |
| | 2642 | Merriam Handshake Project | 0.00 | 62.91 | (62.91) | 0.00 | | | 0.00 |
| SCHOLARSHIPS | | | | | | | | | |
| | 5001 | SCH:DENNIS M KULSICK | 1,177.97 | | | 1,177.97 | 0.00 | 0.00 | 1,177.97 |
| | 5002 | SCH:ANDREW GRATZ | 8.66 | | | 8.66 | 0.00 | 0.00 | 8.66 |
| | 5003 | SCH:A B JAMBOREE | 2,906.54 | | | 2,906.54 | 1.43 | 150.00 | 2,757.97 |
| | 5004 | SCH:KATHERINE KINSLEY | 29,140.48 | | | 29,140.48 | 29.55 | 200.00 | 28,970.03 |
| | 5005 | SCH:JAMES E KINSLEY | 37,499.58 | | | 37,499.58 | 37.51 | 0.00 | 37,537.09 |
| | 5006 | SCH:AMERICAN LEGION 284 | 46,531.37 | | | 46,531.37 | 105.07 | 1,500.00 | 45,136.44 |
| | 5007 | SCH:BRODY PEER LDRSHIP | 33.96 | | | 33.96 | 0.00 | 0.00 | 33.96 |
| | 5008 | SCH:J PRENDIVILLE III | 7,928.72 | | | 7,928.72 | 25.79 | 0.00 | 7,954.51 |
| | 5009 | SCH:M&P SMOLTEES | 35,644.24 | | | 35,644.24 | 63.00 | 3,000.00 | 32,707.24 |
| | 5010 | SCH:J DEBAGGIS | 2,945.04 | | | 2,945.04 | 1.43 | 0.00 | 2,946.47 |

**ACTON BOXBOROUGH REGIONAL SCHOOL DISTRICT
SPECIAL REVENUE, REVOLVING, AND GIFT FUNDS**

8/3/2015

| | | | Fund Balance | Transf from | Transfer from | Fund Balance | Receipts | Expenses | CASH BAL |
|------------|------|--------------------------------|---------------------|---------------------|---------------------|---------------------|----------------------|----------------------|---------------------|
| Operating | | | 6/30/14 | APS & BMS | other funds | 7/1/14 | | | |
| | 5011 | SCH:R J GREY | 14,097.47 | | | 14,097.47 | 6.94 | 0.00 | 14,104.41 |
| | 5012 | SCH:CHARLES BATTIT | 24,088.63 | | | 24,088.63 | 85.29 | 800.00 | 23,373.92 |
| | 5013 | SCH:J SCOTT | 77.19 | | | 77.19 | 0.54 | 0.00 | 77.73 |
| | 5014 | SCHOLARSHIP:GENERAL | (942.42) | | | (942.42) | 13,853.57 | 16,500.00 | (3,588.85) |
| | 5015 | FRED S KENNEDY SCHOLARSHIP | 2,779.99 | | | 2,779.99 | 13.71 | 200.00 | 2,593.70 |
| | 5016 | CHS BRUSIE MEMORIAL SCHOLARSHP | 4,667.25 | | | 4,667.25 | 202.35 | 2,000.00 | 2,869.60 |
| | 5017 | THOMAS MEAGHER SCHOLARSHIP | 5,848.92 | | | 5,848.92 | 2.92 | 500.00 | 5,351.84 |
| | 5018 | R & E MATUSOW SCHOLARSHIP | 50,128.66 | | | 50,128.66 | 274.50 | 300.00 | 50,103.16 |
| | 5019 | R BARTOLOMEO SCHOLARSHIP | 0.85 | | | 0.85 | 0.00 | 1,000.00 | (999.15) |
| | 5020 | SANDRA WILENSKY SCHOLARSHIP | 2,104.57 | | | 2,104.57 | 1.30 | 500.00 | 1,605.87 |
| | 5021 | FREDERICK JOYCE MEMORIAL | 8,800.58 | | | 8,800.58 | 2.55 | 1,000.00 | 7,803.13 |
| | 5022 | DOW SCHOLARSHIP | 4.08 | | | 4.08 | 0.00 | 0.00 | 4.08 |
| | 5023 | ALMA PARKHURST SCHOLARSHIP | 22,798.73 | | | 22,798.73 | 11.36 | 3,000.00 | 19,810.09 |
| D Labb | 5024 | P HALL SCHOLARSHIP-Principal | 0.00 | 10,000.00 | | 10,000.00 | 0.00 | 0.00 | 10,000.00 |
| | 5024 | P HALL SCHOLARSHIP-Interest | 0.00 | 3,125.90 | | 3,125.90 | | | 3,125.90 |
| | | STUDENT ACTIVITIES | | | | | | | |
| A Shen | 6001 | STU ACTIVITY FUND-JH | 80,126.38 | | | 80,126.38 | 129,581.99 | 107,039.34 | 102,669.03 |
| J Campbell | 6002 | STU ACTIVITY FUND-SH | 17,609.44 | | | 17,609.44 | 307,859.25 | 270,684.17 | 54,784.52 |
| D Labb | 6003 | STU ACTIVITY FUND-BL | 0.00 | 15,521.43 | 5,934.04 | 21,455.47 | 36,945.77 | 36,457.73 | 21,943.51 |
| | | | | | | 0.00 | | | 0.00 |
| | | | 2,498,670.34 | 1,376,002.91 | (133,512.86) | 3,741,160.39 | 10,683,300.92 | 10,312,615.27 | 4,111,846.04 |

Acton Boxborough Regional Schools

FY'15 Grants

6/30/2015 (as of 8/3/15)

| | | | FY'15 | Expenses | | Total | To | Received |
|--------------|--------------------------------------|----------------------------------|---------------------|---------------------|-----------------|---------------------|------------------|---|
| | | | Budget | Exp | Enc | Expenses | Spend | To Date |
| 3001 | SPED IDEA #240 | | | | | | | |
| FY'15 | | | | | | | | |
| 30011501 | 516011 | AIDES/PARAPROFESSIONALS | 1,168,284.00 | 1,168,284.00 | | 1,168,284.00 | 0.00 | |
| 30011502 | 515015 | BOOKKEEPER | 33,224.00 | 33,224.00 | | 33,224.00 | 0.00 | |
| | 3001 | SPED IDEA 240 | 1,201,508.00 | 1,201,508.00 | 0.00 | 1,201,508.00 | 0.00 | \$1,201,508.00 |
| 3002 | TITLE I #305 | | | | | | | |
| FY'15 | | | | | | | | |
| 30021501 | 514081 | TEACHER - MCT | 26,495.00 | 26,495.32 | | 26,495.32 | -0.32 | |
| 30021502 | 514081 | TEACHER - GATES | 22,032.00 | 22,032.59 | | 22,032.59 | -0.59 | |
| 30021503 | 514081 | TEACHER - JH | 26,533.00 | 26,533.26 | | 26,533.26 | -0.26 | |
| 30021504 | 514002 | ADMINISTRATOR | 5,000.00 | 5,000.00 | | 5,000.00 | 0.00 | |
| 30021505 | 524009 | CONTRACTED SERVICES | 25,350.00 | 25,350.00 | | 25,350.00 | 0.00 | |
| 30021506 | 516001 | AIDES/PARAPROFESSIONALS | 50,856.00 | 50,854.92 | | 50,854.92 | 1.08 | |
| 30021507 | 543094 | PD -TEXTS, SOFTWARE | 1,264.00 | 1,264.00 | | 1,264.00 | 0.00 | |
| 30021508 | 543094 | INSTR -TEXTS, SOFTWARE | 3,120.00 | 3,120.00 | | 3,120.00 | 0.00 | |
| 30021510 | 543035 | OTHER INSTR MATERIALS | 847.00 | 842.29 | | 842.29 | 4.71 | |
| 30021509 | 570031 | MASS TEACHERS RETIREMENT | 7,205.00 | 7,205.00 | | 7,205.00 | 0.00 | |
| | 3002 | TITLE I | 168,702.00 | 168,697.38 | 0.00 | 168,697.38 | 4.62 | \$168,702.00 |
| 3019 | EARLY CHILDHOOD #262 | | | | | | | |
| FY'15 | | | | | | | | |
| 30191501 | 516011 | AIDES/PARAPROFESSIONALS | 31,051.00 | 31,051.00 | | 31,051.00 | 0.00 | |
| | 3019 | EARLY CHILDHOOD #262 | 31,051.00 | 31,051.00 | 0.00 | 31,051.00 | 0.00 | \$31,051.00 |
| 3020 | SPED EARLY CHILDHOOD #298 | | | | | | | |
| FY'15 | | | | | | | | |
| 30201501 | 524006 | CONFERENCES | 4,000.00 | 1,337.00 | | 1,337.00 | 2,663.00 | |
| 30201501 | 524113 | CONSULTANTS | 3,000.00 | 2,800.00 | | 2,800.00 | 200.00 | |
| 30201502 | 516705 | PD SUBS | 1,000.00 | 3,863.00 | | 3,863.00 | -2,863.00 | |
| | 3020 | SPED EARLY CHILDHOOD #298 | 8,000.00 | 8,000.00 | 0.00 | 8,000.00 | 0.00 | \$8,000.00 |
| 3006 | TITLE IIA:IMPRVG ED QUAL #140 | | | | | | | |
| FY'15 | | | | | | | | |
| 30061501 | 514011 | ADMINISTRATOR | 5,000.00 | 5,000.00 | | 5,000.00 | 0.00 | |
| 30061502 | 524112 | PD - CURRICULUM FRAMEWORKS | 38,000.00 | 38,000.00 | | 38,000.00 | 0.00 | |
| 30061502 | 524113 | PD - OTHER | 10,000.00 | 10,000.00 | | 10,000.00 | 0.00 | |
| 30061503 | 543094 | TEXTS, SOFTWARE, MEDIA MATER | 464.00 | 464.00 | | 464.00 | 0.00 | |
| 30061504 | 570031 | MASS TEACHERS RETIREMENT | 450.00 | 450.00 | | 450.00 | 0.00 | |
| 30061506 | 516704 | SUBS | 8,000.00 | 8,000.00 | | 8,000.00 | 0.00 | |
| | 3006 | TITLE IIA:IMPRVG ED QUAL | 61,914.00 | 61,914.00 | 0.00 | 61,914.00 | 0.00 | \$61,914.00 |
| 3004 | SPED PROGRAM IMPROVEMENT #274 | | | | | | | |
| FY'15 | | | | | | | | |
| 30041501 | 514900 | STIPENDS | 8,000.00 | 6,100.00 | | 6,100.00 | 1,900.00 | |
| 30041502 | 524006 | CONFERENCES | 26,720.00 | 12,708.00 | 7,639.52 | 20,347.52 | 6,372.48 | |
| 30041502 | 524030 | SPECIALISTS | 1,000.00 | | | 0.00 | 1,000.00 | |
| 30041502 | 524134 | SPEAKERS | 2,250.00 | 1,100.00 | | 1,100.00 | 1,150.00 | |
| 30041502 | 524173 | CONSULTANTS | 3,934.00 | | | 0.00 | 3,934.00 | |
| 30041503 | 543045 | NON INSTR SUPPLIES | 4,000.00 | | 449.82 | 449.82 | 3,550.18 | |
| 30041504 | 570031 | MASS TEACHERS RETIREMENT | 0.00 | 576.00 | | 576.00 | -576.00 | |
| | 3004 | SPED PROGRAM IMPROVEMENT | 45,904.00 | 20,484.00 | 8,089.34 | 28,573.34 | 17,330.66 | \$45,904.00 |
| | | | | | | | | <i>Note: Grant website states \$576 was paid to MTRS 1/15</i> |
| | | | | | | | | <i>Must have money reimbursed</i> |
| 3015 | ACADEMIC SUPPORT SY #632 | | | | | | | |
| FY'15 | | | | | | | | |
| 30151501 | 514917 | STIPENDS - TUTORS | 4,488.00 | 4,488.00 | | 4,488.00 | 0.00 | |
| | 3015 | ACADEMIC SUPPORT SY | 4,488.00 | 4,488.00 | 0.00 | 4,488.00 | 0.00 | \$4,488.00 |

\$576 paid to MTRS

Acton Boxborough Regional Schools

FY'15 Grants

6/30/2015 (as of 8/3/15)

| | | | FY'15 | Expenses | | Total | To | Received |
|--|-------------|---|---------------------|---------------------|-----------------|---------------------|-------------------|---|
| | | | Budget | Exp | Enc | Expenses | Spend | To Date |
| 3401 SCHOOL CHOICE | | | | | | | | |
| FY'15 | | AB FY14 Fund Balance | \$64,984.42 | | | | | |
| | | BL FY14 Fund Balance | \$196,220.70 | | | | | |
| 340101 | 514065 | ENGLISH TEACHER | 102,766.00 | 102,766.00 | | 102,766.00 | 0.00 | |
| 340101 | 514070 | MATH TEACHER | 68,906.00 | 68,906.00 | | 68,906.00 | 0.00 | |
| 340102 | 514063 | BL ELEMENTARY ED TEACHER | 120,000.00 | 120,000.00 | | 120,000.00 | 0.00 | |
| 340103 | 570008 | INSUR-HEALTH-COLLECTIONS | 0.00 | 49,830.54 | | 49,830.54 | -49,830.54 | |
| | 3105 | SCHOOL CHOICE | 291,672.00 | 341,502.54 | 0.00 | 341,502.54 | -49,830.54 | \$261,263.00 |
| | | | | | | Fund Balance | 180,965.58 | |
| 3101 ESSENTIAL SCHOOL HEALTH SERVICES | | | | | | | | |
| FY'15 | | | | | | | | |
| 31011501 | 514044 | NURSE | 39,962.00 | 39,961.80 | | 39,961.80 | 0.20 | |
| 31011501 | 514705 | NURSE, SUBSTITUTE | 10,960.00 | 11,231.73 | | 11,231.73 | -271.73 | |
| 31011501 | 514913 | STIPEND - R&D | 1,200.00 | 1,200.00 | | 1,200.00 | 0.00 | |
| 31011502 | 524006 | CONFERENCES, TRAVEL | 2,600.00 | 2,494.00 | | 2,494.00 | 106.00 | |
| 31011502 | 524113 | WEB CONSULTANT | 2,749.00 | 2,873.00 | | 2,873.00 | -124.00 | |
| 31011502 | 524161 | CONTR SVCS - TECHNOLOGY | 1,900.00 | 1,866.30 | | 1,866.30 | 33.70 | |
| 31011503 | 543087 | INSTR TECHNOLOGY | 9,529.00 | 9,243.56 | | 9,243.56 | 285.44 | |
| 31011503 | 543064 | SUPPLIES - OFFICE | 800.00 | 829.61 | | 829.61 | -29.61 | |
| | 3101 | ESSENTIAL SCHOOL HEALTH SVCS | 69,700.00 | 69,700.00 | 0.00 | 69,700.00 | 0.00 | \$69,700.00 |
| 3021 TITLE III ELA #180 | | | | | | | | |
| FY'15 | | | | | | | | |
| 30211501 | 514011 | ELA SUMMER TEACHER-ELEM | 12,000.00 | 6,000.00 | | 6,000.00 | 6,000.00 | |
| 30211501 | 514064 | ELA SUMMER TEACHER-SECONDAR | 3,500.00 | 4,000.00 | 1,250.00 | 5,250.00 | -1,750.00 | |
| 30211502 | 516001 | SUMMER AIDES/PARAS | 4,800.00 | 2,400.00 | 800.00 | 3,200.00 | 1,600.00 | |
| 30211503 | 543035 | INSTRUCTIONAL MATERIALS | 2,443.00 | 2,098.24 | | 2,098.24 | 344.76 | |
| 30211504 | 524009 | SPEAKER | 350.00 | 350.00 | | 350.00 | 0.00 | |
| 30211505 | 543094 | TEXTS, DICTIONARIES | 100.00 | | | 0.00 | 100.00 | |
| 30211506 | 524064 | ELA ADULT INSTRUTOR | 4,000.00 | 3,450.00 | | 3,450.00 | 550.00 | |
| 30211506 | 524129 | TRANSLATION SERVICES | 400.00 | 975.00 | | 975.00 | -575.00 | |
| 30211507 | 524164 | PD TRAINER | 3,000.00 | | | 0.00 | 3,000.00 | |
| 30211508 | 543009 | WIDA HANDBOOKS | 300.00 | | | 0.00 | 300.00 | |
| 30211508 | 543045 | EXPENDABLE SUPPLIES | 250.00 | | | 0.00 | 250.00 | |
| | 3021 | TITLE III ELA | 31,143.00 | 19,273.24 | 2,050.00 | 21,323.24 | 9,819.76 | \$28,862.00 |
| | | | | | | | | <i>Note: Grant website states \$2,281 was paid to MTRS 1/15</i> |
| 3103 SOLAR OATA | | | | | | | | |
| FY'15 | | | | | | | | |
| 31031501 | 524113 | PROFESSIONAL SERVICES | 12,500.00 | 2,557.50 | | 2,557.50 | 9,942.50 | |
| | 3103 | SOLAR OATA | 12,500.00 | 2,557.50 | 0.00 | 2,557.50 | 9,942.50 | \$2,000.00 |
| 3016 CIRCUIT BREAKER | | | | | | | | |
| FY'15 | | | | | | | | |
| | | NOTE: BUDGETED for \$1,757,154 plus \$73,470 and \$14,726 = \$1,845,350 | | | | | | |
| | | BOXBOROUGH FUND BALANCE | 73,470.00 | | | | | |
| | | ACTON FUND BALANCE | 14,726.00 | | | | | |
| 30161501 | 524154 | TUITIONS | 2,088,607.00 | 1,845,350.00 | | 1,845,350.00 | 331,453.00 | |
| | 3016 | CIRCUIT BREAKER | 2,176,803.00 | 1,845,350.00 | 0.00 | 1,845,350.00 | 331,453.00 | \$2,088,607.00 |



Acton-Boxborough Regional School District

16 Charter Road

Acton, MA 01720

978-264-4700 www.abschools.org

6.2

Clare L. Jeannotte

Director of Finance

TO: School Committee
FROM: Clare Jeannotte *Clare*
RE: Student Activity Fund annual reauthorization
DATE: August 5, 2015

The District operates Student Activity Funds at three schools, the Senior High, the Junior High and Blanchard Memorial. Each site has a checking account under the control of the Principal.

Background:

Pursuant to ESE Policy Guidelines or MGL Requirements:

Section 47 of MGL Ch. 71 requires that once the School Committee has accepted the provisions of the law, an agency account is set up by the District Treasurer. These are generally established as an interest bearing savings account, and, if authorized by the School Committee, a checking account which acts as an imprest (replenishment) account to be administered by the School Principal.

Maximum checking account fund levels are established and annually voted on by the School Committee.

These funds are audited annually by the independent auditor.

Requested VOTE:

To set the imprest balance of the Student Activity checking accounts for the 2015-2016 school year as follows:

| | |
|----------------------|----------|
| Senior High School | \$35,000 |
| Junior High School | \$25,000 |
| Blanchard Elementary | \$ 5,000 |

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

6.3

Clare L. Jeannotte
Director of Finance

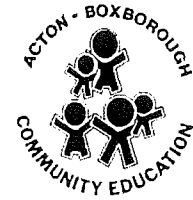
TO: School Committee
FROM: Clare Jeannotte *Handwritten signature*
RE: Disposition of Vehicle- Community Ed
DATE: August 5, 2015

Per Approved Financial Procedures of the District, please see attached proposal to dispose of a Community Ed Vehicle as a trade. Per Section 3.7 (3) a vote of the School Committee is required to authorize this disposition as the residual value exceeds \$500.

VOTE: To authorize the trade in of a 2010 Ford Fusion by the Community Ed Department.



*Acton-Boxborough Regional School District
Community Education*
15 Charter Road, Acton, MA 01720
978-266-2525 fax: 978-266-2540
www.abce.abschools.org



Erin O'Brien Bettez, Director
ebettez@abschools.org

TO: Clare Jeannotte, Finance Director
FROM: Erin Bettez, Community Education Director
RE: Purchase of New Driver Ed. Car
DATE: August 5, 2015

As our fleet of Driver Ed. cars ages and repair costs rise, Community Education has been implementing a replacement program and purchasing new cars on a rotating basis.

Consistent with the approach, we are poised to purchase a 2015 Toyota Corolla from MHQ, a vendor on the approved state bid list. The Corolla meets the MPG standards required of our school district's Fuel Efficient Vehicle Policy.

As part of the purchase, we are trading in one of our existing vehicles, a 2010 Ford Fusion that has approximately 116,000 miles on it. The Kelly Blue Book value for the car in "good" condition is \$4,004 and MHQ is giving us \$3,600 for it, reducing our purchase price from \$16,834 to \$13,234.

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

7.1

Glenn A. Brand, Ed.D.
Superintendent of Schools

July 28, 2015

Dear Members of the ABRSD Community,

The purpose of this communication is to follow-up on the email sent to families on June 29th regarding changes to the Acton-Boxborough Regional School District's (ABRSD) elementary bus passing procedures which will go into effect at the beginning of the 2015-16 school year. Attached to this email are two documents: i) the revised procedures for elementary bus passing and; ii) the application for a permanent OR one day bus pass form for elementary students.

As previously indicated, the administration identified a number of areas of concern related to the bus passing of our students. These concerns led to changes in our operations associated with bus passing which will impact services at the *elementary level only*.

In consideration of these changes I bring to your attention the following:

For Permanent Bus Passes:

- There is a deadline of August 1st to submit permanent bus pass changes that will take affect for the start of the school year, or December 1 to take effect in January.
- Permanent bus passes should be submitted if your child goes to any location other than their home location on a consistent weekly basis.
- There is some information requested on the form that you might not know yet (i.e. teacher's name and room number). The transportation office does not need this information by August 1st and it is acceptable to leave those fields blank.
- The Transportation Department will communicate with you if we have any questions pertaining to the form that you have submitted during the month of August.

For One-Day Bus Passes:

- Parents will need to submit one-day changes to their respective school offices by 2:00 p.m. the day *before* the change is to occur.
- One-day bus passes will only be issued to students in order to provide transportation to the student's residence, a licensed childcare provider or to a pre-scheduled bus stop location on the bus route. One day bus passes will not be issued as substitutions to permanent bus passes to provide transportation to private businesses.

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.

- According to School Committee policy, the age of students eligible to participate in one day bus passing is first grade and higher. Next year (starting in September 2016), that age will change to second grade and higher for one day bus passing. This is in the policy, not the procedures.

For Both Permanent & One-Day Bus Passes:

- Bus routes will now only be altered twice throughout the year (August and December) to accommodate requests.
- In order for a student to acquire a bus pass his/her parent/guardian will have to sign a liability release form that will be made available to families in August through PowerSchool.

Submitting a Bus Pass:

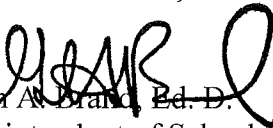
The bus pass form can be found at <http://www.abschools.org/departments/facilities-transportation/bus-passes> and is also attached. Completed forms may be submitted by:


- i) Emailing the form to permbuspass@abschools.org
- ii) Delivering the form to the transportation office located at 16 Charter Road in Acton (behind the R.J. Grey Junior High School)

If you have any further questions please contact the transportation office at 978.264.3328.

Thank you for your support and understanding as we work to implement these new procedures.

Yours in education,


Glenn A. Brand, Ed. D.
Superintendent of Schools


J.D. Head
Director of Facilities and Transportation

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.

File: EEAAA

ELEMENTARY BUS PASSES
(See revised policy effective for the 2016-2017 school year)

The Acton-Boxborough Regional School Committee authorizes the issuance of two types of bus passes to elementary students. In order to protect all students who are transported to/from schools, requests for changes in dismissal arrangements will not be taken over the phone, except in an emergency as determined by the school Principal.

1. Permanent bus passes may be issued to elementary students under the conditions stated in the following procedures.
2. One-day bus passes may be issued to elementary students, with the exception of kindergarten students, under the conditions stated in the following procedures.

Approved: 1/13/14

ELEMENTARY BUS PASSES
(Effective for the 2016 – 2017 school year)

The Acton-Boxborough Regional School Committee authorizes the issuance of two types of bus passes to elementary students. In order to protect all students who are transported to/from schools, requests for changes in dismissal arrangements will not be taken over the phone, except in an emergency as determined by the school Principal.

1. **Permanent bus passes** may be issued to elementary students only for the purpose of attending a licensed childcare provider on a regular consistent weekly schedule under the conditions stated in the following procedures.
2. **One-day bus passes** may be issued to elementary students in Grade 2 or above to provide transportation to a licensed childcare provider, or to a pre-scheduled bus stop location on the bus route servicing the elementary school, under the conditions stated in the following procedures.

APPROVED: 6/25/15

ELEMENTARY BUS PASSES – Procedures

A. Permanent bus passes will be issued to elementary students only for the purpose of attending a location on a pre-existing bus route. Bus routes will not be altered to accommodate for non-essential bus stop locations. Non-essential bus stop locations are bus stops other than the residential address(s) on file for the student.

In order for a permanent bus pass to be issued the following applies:

1. Permanent bus passes will be accepted provided a parent or guardian has submitted the appropriate form.
2. Permanent bus pass forms must be submitted to the school office before August 1 to take effect at the beginning of the school year, or December 1 to take effect in January. Copies of the permanent bus pass form can be accessed from the elementary school websites as well as from the Transportation Office.
3. Permanent bus pass requests can be mailed to the district Transportation Office at permbuspass@abschools.org or can be dropped off in the office as well.
4. The district form must be used in all schools and is available at the elementary school offices or on the school website.
5. Any changes to a permanent bus pass should be treated as a one-day bus pass, per procedures below.
6. A responsible party from the location must be outside waiting to receive the students. If an individual (s) is not present at the stop upon arrival the students will not be allowed to exit the bus and will be returned to the school at the end of the route.
7. The first time a location fails to meet students at the bus, a written warning will be given by the ABRSD. If the location fails to meet students a second time, that location will be removed from the bus route.

B. One-day bus passes will be issued to students to provide transportation to the student residence(s) on file, a licensed childcare provider, or to a pre-scheduled bus stop location on the bus route servicing the child’s elementary school. In order for a one-day bus pass to be issued the following must be in place:

1. The bus pass form is filled out completely and correctly, including the contact information of an adult who is prepared to take responsibility for the student(s).
2. The bus pass form is submitted by 2:00 p.m. the day before the one day bus pass is to take place.
3. The person listed on the bus pass to receive students is responsible for those students once they exit the bus.
4. There is sufficient seating on the bus.
5. One-day bus passes will not be granted as a substitution to permanent bus passes to private businesses

C. For All Bus Passing:

Please note the following:

1. Parents or guardians must sign a release of liability waiver at the beginning of the school year to participate in bus passing.
2. Bus routes will not be altered to accommodate for bus passing.
3. Any stop other than the student’s home stop requires a bus pass.
4. The elementary school office, in consultation with the Transportation Office, reserves the right to deny the issuance of a daily bus passes or cancel a permanent bus pass.

5. It is understood that the bus stop timing of ABRSD bus routes fluctuates daily based on unexpected traffic delays, weather, or other scenarios outside the control of the bus driver and the transportation office.
6. Information relative to bus numbers, bus routes, and bus stops, may be obtained from the Acton-Boxborough Regional School District website under the Facilities and Transportation Department.
7. Students are responsible for their personal behavior on the bus. If they are written up for disciplinary reasons by the bus driver, the first write up will serve as a warning. If there is a second incident resulting in a write up, that student will have their permanent bus pass revoked and transportation for that student will revert back to the student's residence on file.

Questions about these procedures may be addressed to the Acton-Boxborough Regional School District Transportation Department at 978-264-3328. The Transportation staff will be happy to speak with you.

Revised 6/25/15

ACTON-BOXBOROUGH ELEMENTARY BUS PASS

TEACHER: _____

ROOM NUMBER: _____

SCHOOL NAME: _____

TODAY'S DATE: ____ / ____ / ____

This form must be delivered to the school office before 2:00 pm the day before for the change is effective. Bus changes cannot be taken over the phone, except in an emergency to be determined by the school principal.

PERMANENT CHANGE FOR EVERY: (day(s) of the week) _____

STARTING DATE: ____ / ____ / ____

ENDING DATE: ____ / ____ / ____

ONE DAY CHANGE FOR: _____ DATE: ____ / ____ / ____

Students Name: _____ has permission to ride Bus # ____ to

Existing Bus Stop Location: _____

The student will be in the care of: _____

Who can be reached at (phone number) _____

Signature of Parent / Guardian Requesting Bus Pass: _____

Phone number where Parent / Guardian can be reached: _____

Signature of School Official: _____

****HARD COPY MUST BE PRESENTED TO THE BUS DRIVER TO ENSURE SAFE ARRIVALS**

ACTON-BOXBOROUGH ELEMENTARY BUS PASS

TEACHER: _____

ROOM NUMBER: _____

SCHOOL NAME: _____

TODAY'S DATE: ____ / ____ / ____

This form must be delivered to the school office before 2:00 pm the day before for which the change is effective, otherwise the student will be dismissed according to his/her usual dismissal procedure. Bus changes cannot be taken over the phone, except in an emergency to be determined by the school principal.

PERMANENT CHANGE FOR EVERY: _____

STARTING DATE: ____ / ____ / ____

ENDING DATE: ____ / ____ / ____

ONE DAY CHANGE FOR: _____ DATE: ____ / ____ / ____

Students Name: _____ has permission to ride Bus # ____ to

Existing Bus Stop Location: _____

The student will be in the care of: _____

Who can be reached at (phone number) _____

Signature of Parent / Guardian Requesting Bus Pass: _____

Phone number where Parent / Guardian can be reached: _____

Signature of School Official: _____

****HARD COPY MUST BE PRESENTED TO THE BUS DRIVER TO ENSURE SAFE ARRIVALS**



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

ELEMENTARY BUS PASS RELEASE

The "Bus Pass" system is a free service offered by the Acton-Boxborough Regional School District (ABRSD) to families and ABRSD students as a means of transporting students from school to after school care providers and/or after school activities. In consideration for providing this free service to families, ABRSD requires that Parents/Guardians complete 1) the Bus Pass request form, and 2) this release of liability.

By signing below, the Parents/Guardians acknowledge and agree as follows:

- The Bus Pass system is offered by ABRSD on a free and voluntary basis. Parents/Guardians who choose to use the Bus Pass system do so voluntarily and have no right to or entitlement to Bus Pass services.
- All bus rules that apply to students using regular ABRSD transportation shall apply to students using the Bus Pass system. ABRSD reserves the right to discontinue Bus Pass transportation for a student who fails to adhere to bus rules or fails to follow the directions of the bus driver and/or bus monitor.
- Parents/Guardians shall be responsible for ensuring that a responsible person will receive their student once he/ she is dropped off at the Bus Pass bus stop.
- Parents/Guardians shall be responsible for ensuring that their child is informed about their after-school schedule and location of the Bus Pass bus stop.
- Parents/Guardians release, acquit, discharge and hold harmless ABRSD and all their employees, agents, board members, volunteers and any and all individuals and organizations providing Bus Pass transportation services from any and all claims of any nature whatsoever, rights of action and causes of action that may have arisen in the past, or may arise in the future, directly or indirectly, from any and all known or unknown injuries to the student or property damage resulting from or in any way growing out of, directly or indirectly, and which the student has or hereafter may acquire, either before or after he/she has reached his/her age of majority the use of the voluntary Bus Pass service.
- Parents/Guardians release, indemnify, defend, and hold harmless ABRSD against any and all legal claims of any nature or kind whatsoever and proceedings of any description that may have been asserted in the past, or may be asserted in the future, directly or indirectly, arising from injuries to the student or property damage resulting from their use of ABRSD's voluntary Bus Pass service.

Parents/Guardians affirm that they have read this Release Form and understand its contents. By signing this Form, Parents/Guardians affirm that they have decided to allow the student to be transported using the Bus Pass service with full knowledge that ABRSD will not be liable for personal injuries and property damage related to use of the Bus Pass service.

Parent/Guardian Name Printed

Parent/Guardian Signature

Date

Student Name

School

Grade (8/5/15)

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

9.1

Marie Altieri

Director of Personnel and Administrative Services

To: Acton-Boxborough Regional School Committee
From: Marie Altieri, Director of Personnel and Administrative Services
Date: August 5, 2015
Re: Staffing Report – New Staff and Staff Leaving the District

Attached you will find our annual summer staffing report. I'm pleased to report that we have hired thirty high quality new professional staff. All positions are filled except for one new resignation that we just received. We have modified the information that we give you about new staff so that it is more condensed and readable, but it still gives you their background. The salaries for our new staff averages \$59,000, which is slightly higher than a 5M. This is consistent with last year's average for new teachers. As you know, we budget 3M for replacements for all teachers we know are leaving as of February. We have had several teachers whom we learned are leaving after the budget process. As such, their salaries were still in the budget. In total, the salaries for our new teachers fit within the existing FY '16 budget.

You will also see a list of the staff leaving the district. Of our 450 teachers, we have had:

- 15 professional staff retiring
- 19 professional staff leaving the district (in addition to the retirees)
- 6 professional staff taking a one year leave of absence
- 2 professional staff returning from a one year leave of absence
- 30 newly hired professional staff

Four of the teachers who are not returning were on a leave of absence this year and they have decided to not return. Some teachers were in one year positions as we reduce sections in some of our schools, some were not reappointed, and others are leaving for personal or family reasons.

Glenn and I have met with each of the new teachers. We would be happy to answer any questions you may have.

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.

2015 – 2016 New Professional Staff

| <u>Name</u> | <u>Position</u> | <u>School</u> | <u>Sal Step</u> | <u>FTE</u> |
|------------------------|--------------------------------|---------------------|-----------------|------------|
| Administration | | | | |
| Marilyn Bisbicos | Interim Dir. of Pupil Services | Systemwide | | 0.8 |
| Teachers | | | | |
| Brian Gentile | Grade 3 Teacher | Blanchard | M11+15 | 1.0 |
| Tara Livolsi | Kindergarten | Blanchard | M6+15 | 1.0 |
| Jennifer Sloan | Special Educator | Conant | B2 | 1.0 |
| Carmen Calderon-Lopes | School Psychologist | Douglas | M12+30 | 0.4 |
| Betsy Johnston | Special Educator | Douglas | M3 | 1.0 |
| Kim Shamah | Kindergarten | Douglas | M6 | 0.5 |
| Lindsay Ellis | Special Educator | Gates | M6+15 | 1.0 |
| Meghan Kayser | Kindergarten | Gates | M1 | 0.5 |
| Lauren Bova | Grade 5 Teacher (1 yr.) | Merriam | B1 | 1.0 |
| Joanne Mills | Grade 3 Teacher (1 yr.) | Merriam | B1 | 1.0 |
| Kestrel Dunn | Kindergarten | McCarthy-Towne | M1 | 0.5 |
| Justin Kessler | Grade 5 Teacher | McCarthy-Towne | M1 | 1.0 |
| Sarah Ricci | Grade 4 Teacher | McCarthy-Towne | B1+36 | 1.0 |
| Jillian Short | Grade 5 Teacher | McCarthy-Towne | B1 | 1.0 |
| Jean Diesso | World Language | RJ Grey Junior High | M4 | 1.0 |
| Cristina Jonson | School Psychologist | RJ Grey Junior High | M4+30 | 1.0 |
| Tara Kirousis | Education Team Leader | RJ Grey Junior High | M12+60 | 1.0 |
| Kate Licari | Special Educator | RJ Grey Junior High | M1 | 1.0 |
| Anthony Amoruso | English Teacher | ABRHS | M1+30 | 1.0 |
| Julia Berg | English Teacher | ABRHS | M8+45 | 1.0 |
| Elizabeth Harvey | English Teacher | ABRHS | B1+15 | 1.0 |
| Jessica Harms | Drama Teacher/Advisor | ABRHS | M6 | 1.0 |
| Jeffrey Kaczinski | English Teacher | ABRHS | M12+45 | 1.0 |
| Heather Murphy-Lessard | English Teacher | ABRHS | M7+36 | 1.0 |
| Emily Pierson | Spanish Teacher | ABRHS | M3 | 1.0 |
| Erin Uptegrove | Visual Arts Teacher | ABRHS | M7+15 | 1.0 |
| Alison von Rohr | Spanish Teacher (1 yr.) | ABRHS | B3 | 1.0 |
| Tara Sujko | Spanish Teacher | ABRHS | M10+15 | 1.0 |
| Roberto Soto-Garcia | ELL Chairperson | District | M12 | 1.0 |

2015 – 2016 New Teaching Staff

Brian Gentile

3rd Grade Teacher – Blanchard Memorial

Brian Gentile has been a grade 3 and 4 classroom teacher since 2005. He earned a Master's Degree in Elementary Education from Fitchburg State and a Bachelor of Arts in Communication from the University of Massachusetts in Amherst where he was also a member of the concert, pep and marching band. Mr. Gentile holds a license in Elementary Education 1-6 and is SEI RETELL endorsed. Brian Gentile has been a member of the MCAS Assessment Development Committee for English and Language Arts since 2009 and was recently selected to be a member of the grade 3 and 4 PARCC National Level Setting Committee.

Tara Livolsi

Kindergarten Teacher – Blanchard Memorial

Tara Livolsi was a teacher in the Hudson, Boxborough and Acton from 1993 – 2012 and has spent the last three years as a Special Educational Paraprofessional at Blanchard while pursuing a Master's Degree in Early Childhood (anticipated completion July 2015). She has a Bachelor's of Science in Early Childhood Education with a minor in Mathematics and specialization in Computers in Education and currently holds licenses in Elementary 1-6 and Early Childhood with disabilities K-3.

Jennifer Sloan

Special Educator - Conant

Jenny Sloan is a graduate of Southern New Hampshire University with a licensure in Elementary Education and Moderate Disabilities grades K - 12. She first came to Acton Boxborough as a special education assistant at the high school level. She served as a long term substitute for the Connections Program at Conant last year and has been named a full time teacher in that program for the upcoming year

Carmen Calderon-Lopes

School Psychologist - Douglas

Carmen Calderon-Lopes comes to us from the Community Day Charter School in Lawrence, MA where she is the school psychologist. She is responsible for Psychological Assessments, Bilingual Evaluations (including full psychological evaluations and language screenings), and 504 Coordinator for providing counseling services to a caseload of 40+ children (4-14 years old). Her wealth of knowledge, experience and gentle but professional demeanor will be a great addition to the Acton Boxborough Regional Schools.

Betsy Johnston

Special Educator - Douglas

Betsy Johnston has been teaching in Holliston since 2013. She works with eleven regular educators and twenty special education students in the third grade. She works with students with diverse backgrounds and learning styles. She is described as an amazing teacher and team player. Her background in special education and expertise building relationships throughout the district make her a very strong choice for Acton Boxborough.

Kim Shamah

Kindergarten Teacher - Douglas

Kim Shamah is an experienced teacher who following a leave to raise her children is returning to the classroom. She was a long term sub this fall at Douglas in first grade where she began the year and made a seamless transition with the returning teaching in November. Following that she began a classroom assistant position in first grade with a teacher who was new to Douglas School. Together they created an inclusive and productive first grade community. Her warmth and child centered focus was evident in both the committee interview and teaching demonstration. She was far and away the consensus choice of the hiring committee.

Lindsay Ellis

Special Educator - Gates

Lindsay Ellis received her Bachelor of Science in Business Administration from Le Moyne College, in Syracuse, New York and her Master of Science in Childhood/Special Education from St. John Fisher College in Rochester, New York. Ms. Ellis is certified in Elementary Education 1-6 and in Moderate Disabilities K-8. For the past 5 years, Ms. Ellis taught grades 3 – 8 at the Grand Isle School in Grand Isle, VT grades 3 & 4 at the Barre City Elementary and Middle School in Barre, VT. Ms. Ellis will be working with our intermediate special education students in grades 4 – 5.

Meghan Kayser

Kindergarten Teacher - Gates

Meghan Kayser will be joining the Gates kindergarten team with Mrs. Lamouakis & Mrs. Subsick. Ms. Kayser earned her Bachelor of Arts degree from Gettysburg College in Gettysburg, PA. She completed her Masters of Education in Early Childhood Education from Lesley University. Ms. Kayser recently completed her kindergarten teacher apprenticeship at the Brookwood School in Manchester, MA and is excited to be joining the Gates School.

Lauren Bova

5th Grade Teacher (One yr.) - Merriam

In the fall of 2013, Lauren completed her student teaching practicum at Merriam, and earned her bachelor's degree in elementary education. Since then she has worked as a classroom assistant and started her master's degree in literacy and language. Lauren was the captain of the soccer team at Framingham State College, and is very comfortable with being in leadership roles. She is very excited to now be a part of the Merriam teaching staff!

Joanne Mills

3rd Grade Teacher (One yr.) - Merriam

For the past five years, Joanne has worked in the Merriam School office – for the past three as the lead administrative assistant. She completed her teacher licensure program in 2013, and student taught at Merriam. She also worked part time this past year as a literacy assistant, working with our reading specialist. Prior to her time at Merriam, she worked as a co-director of the Boxborough Summer Camp, a teacher naturalist at the Mass Audubon Society Drumlin Farm and a teacher for enrichment programs at Littlefield Farm. She is delighted to be teaching at Merriam!

Kestrel Dunn

Kindergarten Teacher – McCarthy-Towne

Kestrel Dunn will be our new Half-Day Kindergarten classroom teacher. Kestrel has an undergraduate degree from Wheaton College, and has a M.Ed. in Early Childhood Education from Lesley University. Kestrel has done her Master's Degree internship at McCarthy-Towne in two classrooms over two years, and she continued to volunteer in a First Grade classroom after she received her degree.

Justin Kessler

5th Grade Teacher – McCarthy-Towne

Justin Kessler is a new Fifth Grade classroom teacher at McCarthy-Towne. A 2014 Northeastern University graduate, Justin has also recently completed a yearlong internship in the Newton Public Schools, resulting in a Master of Science in Integrated Elementary and Special Education from Wheelock College.

Sarah Ricci

4th Grade Teacher – McCarthy-Towne

Sarah Ricci will join our Fourth Grade Team as a classroom teacher. Sarah is a 2011 graduate of St. Anselm College, and recently completed her degree requirements for a M.Ed. in Elementary Education and a Reading Specialist Certification from Lesley University. She has worked in the Winchester Public Schools as a Kindergarten Assistant and as a Special Education assistant.

Jillian Short

5th Grade Teacher – McCarthy-Towne

Jillian Short will also be joining the Fifth Grade Team at McCarthy-Towne. Jillian received a Bachelor of Science Degree in Education in May 2013 from the University of Vermont, and, since graduating, has served as a daily substitute, a long-term substitute, and as a Special Education assistant, all here at McCarthy-Towne. Jillian is also a graduate of ABRHS.

Jean Diesso

World Language Teacher – RJ Grey Junior High School

Jean Diesso will be joining RJ Grey as a 7th Grade French and Spanish teacher. Jean's most recent teaching position was at Waltham High School, where she also taught both French and Spanish courses. Prior to that, Jean was a Spanish teacher at Pomperaug Regional High School in Southbury, Connecticut. Jean has participated in a number of study abroad programs, including ones in Argentina and France. Jean earned a BS in Spanish, and an MA in Education from the University of Connecticut in 2011 and 2012, respectively.

Cristina Jonson

School Psychologist – RJ Grey Junior High School

Cristina Johnson is a School Psychologist who will be joining RJ Grey on a one-year position. Prior to this, she worked at Concord-Carlisle Regional High School as a School Psychologist, filling a long-term substitute role for approximately a year and a half. Before moving to Massachusetts, Cristina lived in New York City where she was a School Psychologist for the NYC Department of Education for three years. Cristina earned a BA in Literature and Theatre Arts from Sarah Lawrence College, and a Master's in School Psychology from Iona College, where she also received the Departmental Medal for Academic Excellence in School Psychology.

Tara Kirousis

Education Team Leader – RJ Grey Junior High School

Tara Kirousis joins RJ Grey as the school's first Education Team Leader (ETL), a newly created position that will provide building-based Special Education leadership to students, staff, and families. Prior to RJ Grey, Tara was an ETL at Longsjö Middle School in Fitchburg, MA for five years, and was a Special Education teacher in Fitchburg for 9 years. Tara earned a BA in Philosophy from Assumption College, a Master's in Special Education from Fitchburg State, and a Master's in Counseling Psychology from Lesley University.

Kate Licari

Special Educator RJ Grey Junior High School

Kate Licari will be joining the RJ Grey staff as a Special Education teacher. For the past two years, Kate has served as a Special Education assistant at RJ Grey, and completed her student teaching during that time. Prior to her time at RJ Grey, Kate also served as an ABA Therapist at Acton's Integrated PreSchool. Kate earned a BS in Psychology from Lasell College, and a Master's in Special Education from Assumption College. Kate is also a graduate of ABRHS.

Anthony Amoruso

English Teacher – Acton Boxborough Regional High School

Anthony Amoruso graduated from Tufts University in 2015 with a Masters of Arts in Teaching Secondary English. While at Tufts, he completed a yearlong internship at Malden High School. Anthony also brings to Acton-Boxborough expertise in screenwriting and film. He holds a Bachelor of Arts in Film and Video from The Pennsylvania State University and a Master of Arts in Media and Arts from Long Island University.

Julia Berg

English Teacher – Acton Boxborough Regional High School

Julia Berg taught English at Scituate High School from 2007 – 2014. Julie earned her Bachelors of Arts in English from Tufts University and her Masters of Arts in Teaching Secondary English from Simmons College. Julia has taught all grades and levels of English and has a background in curriculum design and development. Julia and her family recently moved to the MetroWest area.

Elizabeth Harvey

English Teacher – Acton Boxborough Regional High School

Elizabeth Harvey is a graduate of Dickinson College where she received a Bachelor of Arts in English and Education. Elizabeth comes to AB from Nashoba Regional High School where she was a 504 tutor and instructional assistant. Elizabeth has also worked as a camp director and watershed coordinator, positions which enabled her to pursue her interests in environmental education and sustainable practices.

Jessica Harms

Drama Teacher/Advisor – Acton Boxborough Regional High School

Jessica Harms holds a Master of Theater Education from Emerson College and a Bachelor of Arts for Directing and Dramatic Literature from Christopher Newport University. Jessica has taught most recently at Tewksbury HS and previous to that at Phillips Academy, Cushing Academy, Triton RHS and the Boston Public Schools as an Artist in Residence.

Jeff Kaczinski

English Teacher – Acton Boxborough Regional High School

Jeff Kaczinski holds a Bachelor of Arts in English from the University of Connecticut, a Masters of Arts in English and American Literature from New York University, and a Master's of Science for Teachers from Pace University. Jeff taught in New York at Captain Manual Rivera Jr. School and The Urban Assembly of Government of Law before coming to Massachusetts, where he taught English at Westwood High School for eight years. At Westwood, Jeff served as the Freshman Team Curriculum Leader, helped integrate technology into the English program, and facilitated staff development around the use of technology to support student learning.

Heather Murphy-Lessard

English Teacher – Acton Boxborough Regional High School

Heather Murphy-Lessard received her Bachelors of Arts in English and Secondary Education Teacher Certification from Keene State College. She is currently pursuing her Masters of Arts in English at Fitchburg State University. Heather began her teaching career as a special education teacher at Sky View Middle School in Leominster, MA and then worked as an English teacher at North Middlesex High School where she helped design curriculum for an interdisciplinary World Studies course and Poetry & Song.

Emily Pierson

Spanish Teacher – Acton Boxborough Regional High School

Emily Pierson will be teaching Spanish at Acton-Boxborough Regional High School. She graduated from Providence College in 2009. She comes to us from St. John Paul II High School in Hyannis, Ma. While there she taught Spanish and Theology and helped to advise the senior capstone project and social justice fair. She has also chaperoned an immersion trip to Ecuador and a concert choir tour to New York City.

Erin Uptegrove

Visual Arts Teacher – Acton Boxborough Regional High School

Erin Uptegrove received her BFA from Maine College of Art and her MAT from Rhode Island School of Design. She previously taught art at Littleton Middle School, and St. Ann's Home and School in Methuen. She also is a website designer at Clearpoint Computer Services, Erin will be teaching Web Design, 3D Graphics, and Animation in the Visual Arts Department at the high school.

Alison von Rohr

Spanish Teacher (One yr.) – Acton Boxborough Regional High School

Alison von Rohr will be teaching Spanish at Acton-Boxborough Regional High School. She graduated from Wheaton College in May of 2013. She worked at Narragansett Regional High

School from fall 2013 to spring of 2015. While at Narragansett Regional High School she was advisor to the class of 2016 and the Spanish Honor Society.

Tara Sujko

Spanish Teacher – Acton Boxborough Regional High School

Tara Sujko will be teaching Spanish at Acton-Boxborough Regional High School. She graduated from College of the Holy Cross in 2000 with a BA in Spanish and received her MA in Hispanic Studies from Boston College in 2007. She has worked at a long term substitute in the Weston and Winchester School systems and for the past three years has taught Spanish at the Rivers School in Weston, Ma. While Ms. Sujko was at the Rivers School, Tara advised the community service club, Spanish club, and helped chaperone their summer session in Spain.

**Acton-Boxborough Regional Schools
Staffing Changes
2015-16**

Certified Staff Leaves of Absence

Adrienne Calotta
Jillian MacLean
Diego Mansilla
Heather Ryder
Mary Clare Stevens
Caitlin Walsh

Certified Staff Returning

Eliza Greene
Melissa Hubbell

Certified Staff Not Returning

Scott Alberg
Rosemarie Antonuccio
Deborah Barolsky
Renaë Deschenes-Desmond
Nicole Emby
Anna Gvirstman
Laura Hirshfield
Cristin Hodgens
Lindsey Howe
Elizabeth Huber O'Connell
Tracey Joyce
Hayley Kadaba
Nicole Krenning
Michael Lopez
Elizabeth Marcotte
Carla Serkin
Ryan Steege
Tracy Steege
Shauna Wilkinson

Certified Staff Retirements

Maryann Ayers
Carol Boudreau
Paul Davis
Steve Desy
Nancy Giansante
Mary Hogan
Faith Hulbert
John Lochrie
Timothy Nolan
David Rachlin
Lillian Ramos
Jennifer Rand
Rachel Russell
Karen Shiebler
Lee Trench

Transfers within School District

Steve Martin
HS Dean to Athletic Director

Peter Cavanaugh
HS English to HS Dean

Mary Emmons
*Pupil Services 7-12 Coordinator to
PreK-12 Director of Special Education*

*Office of the Superintendent
Acton-Boxborough Regional School District
Acton and Boxborough, MA
6/18/15*

Statement Regarding the Appointment

of

Marilyn E. Bisbicos, Ed.D.

to the Position of

Interim Director of Pupil Services

for the Acton-Boxborough Regional School District

Superintendent of Schools Dr. Glenn Brand is pleased to announce the appointment of Dr. Marilyn "Bonnie" Bisbicos as the Interim Director of Pupil Services for the Acton-Boxborough Regional Schools, effective July 1, 2015 – June 30, 2016.

Dr. Bisbicos holds a doctorate in Education from the University of Massachusetts, Amherst specializing in Educational Leadership, and a Master's degree in Education from Syracuse University specializing in Special Education. Her Bachelor of Science in Elementary Education is from the University of Massachusetts, Boston.

Dr. Bisbicos has recently served as Interim Director of Pupil-Personnel Services for the Public School Systems in Rockland, MA and Hanover, MA. She also served as Interim Director of Student Support Services for the Webster, MA Public Schools. Prior to her retirement, she was a long time Special Education Administrator in the Nahant, Arlington and Cambridge, MA Public School Systems.

We look forward to welcoming Dr. Bisbicos to the ABRSD.

*Office of the Superintendent
Acton-Boxborough Regional School District
Acton and Boxborough, MA
7/2/15*

Statement Regarding the Appointment

of

Roberto Soto-Garcia

to the Position of

English Language Learners (ELL) Chairperson/Teacher

for the Acton-Boxborough Regional School District

Superintendent of Schools Dr. Glenn Brand is pleased to announce the appointment of Mr. Roberto Soto-Garcia as the English Language Learners (ELL) Chairperson/Teacher for the Acton-Boxborough Regional Schools, effective August 31, 2015.

Mr. Soto-Garcia holds a Bachelor of Arts degree in Secondary Education and Biology from the University of Puerto Rico and a Masters degree in Education from Worcester State University specializing in School Leadership and Administration.

Mr. Soto-Garcia most recently served as a SIFE (Students with Interrupted Formal Education) Teacher in the Boston Public Schools. Prior to that position, he was a Principal and ELL Math Teacher in the New Bedford Public Schools, and an ELL Department Head in the Worcester Public Schools. Mr. Soto-Garcia has his Principal/Assistant Principal license for grades PK-6, 5-8 and 9-12. He was named the Massachusetts Teacher of the Year in 2005.

We look forward to welcoming Rob Soto-Garcia to the ABRSD.

CONCORD AREA SPECIAL EDUCATION (CASE COLLABORATIVE)

AGREEMENT

- I. Preamble. The School Committees of the Towns of Bedford, Carlisle, Concord, Harvard, Lincoln, Littleton, Maynard, Sudbury, the Acton-Boxborough Regional School District, the Concord-Carlisle Regional School District, and the Lincoln-Sudbury Regional School District (hereinafter, "member school committees") enter into this agreement (hereinafter, "the Agreement") to establish and operate an educational collaborative under the provisions of Section 4E of Chapter 40 of the General Laws and 603 CMR 50.00, as they both are amended from time to time. This Agreement supersedes the previous agreement most recently amended on June 30, 2010, and will be effective upon the approval of the member school committees and the Board of Elementary and Secondary Education (hereinafter, BESE), as indicated on the signatory pages.
- II. Name of Collaborative. The Collaborative is named the Concord Area Special Education Collaborative (hereinafter, the Collaborative or CASE).
- III. Purpose of Collaborative. The mission of the Collaborative is to maximize the full potential of students with disabilities by promoting academically enriching and supportive environments within inclusive school communities. CASE partners with families and districts in delivering high quality, customizable, efficient, and cost-effective educational programs and services tailored to each student. The purpose of CASE is to jointly conduct regional educational programs and services on behalf of the member school committees. The education programs and services provided by CASE complement and strengthen the school programs of the member school committees and increase educational opportunities for children. The focus of these programs and services includes, but is not limited to, pre-school and early childhood programs, elementary and secondary school programs to address the needs of disabled children including, but not limited to, deaf/hard of hearing, blind and deaf/blind children, students on the autism spectrum and students with language-based disabilities, students with developmental disabilities, and programs to address students with emotional/social/behavioral disabilities. CASE also provides consultation services, professional development, and transportation and related services. The overall objectives of the Collaborative are to 1) improve the educational outcomes of students with low-incidence disabilities in the least restrictive environment, and 2) to offer all programs and services in a cost-effective manner.
- IV. Board of Directors. CASE shall be operated by a Board of Directors, which is composed of one school committee representative from each of the member school committees or the Superintendent of Schools of such member school committee (hereinafter, "appointed representative"), appointed annually. The Commissioner of Elementary and Secondary Education shall appoint one

person to serve as a voting member of the Board of Directors. The Board of Directors shall have as its name the Concord Area Special Education Collaborative Board of Directors (hereinafter, the Board).

Each appointed representative to the Board shall be responsible for providing information to their respective school committee in accordance with M.G.L. c 40, §4E and 603 CMR 50.04. No appointed representative shall serve on the board of directors or as an officer or employee of a related for-profit or non-profit organization. The Board shall establish policies to support the operation of CASE, and shall, from time to time, review the policies for their effectiveness and appropriateness. The Board has developed and shall develop/amend policies on personnel, students, finance and internal controls, and health and nursing.

- V. Meetings of the Board. The Board will meet at least six (6) times during the year. Board meetings are subject to M.G.L. c. 30A, §§ 18-25, the Open Meeting Law.
- VI. Voting Procedure of the Board. Each appointed representative to the Board shall be entitled to one vote. At least a majority of the appointed representatives to the Board are required to be present to constitute a quorum for the purpose of voting on items requiring Board action. Every action, decision, or vote of the Board, shall require a majority of the appointed representatives who are present.
- VII. The Powers and Duties of the Board. The Board shall employ an Executive Director who shall serve under the general direction of the Board and who shall be responsible for the oversight of the CASE programs and services and the general management and supervision of CASE personnel on a day-to-day basis. In addition, the Board shall employ a Business Manager who shall have responsibilities similar to those of a town accountant whose duties shall include those duties outlined in M.G.L. c. 41, §52 and other duties as the Board may determine and consistent with 603 CMR 50.00. The Board shall employ teachers, at least one registered nurse and other professional personnel, including a treasurer in accordance with Section XV of this Agreement, and shall enter into contracts for the services of persons who are necessary for the operation of CASE programs and services. The Board shall ensure that all employees possess the necessary and required licenses and approvals as required by M.G.L. c. 40, § 4E. The Board shall ensure that no employee of CASE is employed at any related for-profit or non-profit organization.

As further outlined in Section XII, the Board has the authority to enter into contracts for the purchase and/or leasing of supplies and materials, land, buildings, and equipment as deemed necessary by the Board to carry out the purpose for which the Collaborative is established, and which the Board has found to be cost-effective and in the best interests of CASE and the member school committees, consistent with the terms of this Agreement. The Board has the authority to borrow money in anticipation of income for up to ninety days for

the purpose of meeting ongoing payroll obligations. The Board has the authority to create, amend, and repeal all by-laws, policies, and rules for the management and operation of CASE. The Board has all other powers, responsibilities and duties as may be provided by M.G.L. c. 40, § 4E and 603 CMR 50.00, as amended, and other laws and regulations.

- VIII. Segregation of Duties. There must be segregation of duties between the Executive Director, Treasurer, and Business Manager. No appointed representative on the Board shall be eligible to serve in the position of Executive Director, Treasurer, or Business Manager. No employee of CASE may serve on the Board or shall be eligible to serve concurrently in the positions of Treasurer or Business Manager, or a person with responsibilities similar to those of a town accountant (see 603 CMR 50.06).
- IX. Conditions of Membership. Each member school committee is required to pay a membership fee, established annually through the budget process.
- X. Budget and Apportionment of Costs. The Collaborative budget projects the cost of operations, including capital expenses, for Collaborative services in the next fiscal year. Capital is defined as fixed assets, including real property, with a unit cost of \$5,000 or more and a useful life of one year or more. Budget projections are based upon enrollment and ridership projections and trends, service requests from member school committees, and other relevant data.

The Board, after receiving a proposed budget from the Executive Director and the Business Manager, and at least ten (10) working days following a public meeting at which the budget was first discussed, shall consider and approve the final annual budget for CASE no later than March 31st of the preceding fiscal year.

The CASE membership fee is a flat rate established annually by the Board through the budget process. The membership fee is the same for all member school committees. The fee offsets, but is not intended to cover, costs related to administration and overhead. Remaining administration and overhead expenses are included in the calculation of tuition rates, transportation assessments, and other fees for services as described below.

Transportation assessments are determined by a weighted, proportional share of district ridership as of May of the preceding fiscal year to the year the budget is being developed. Each student for whom transportation is provided will be weighted according to his/her drop off destination by multiplying by the following:

- Students transported within the member school committee's town(s) receive a weight of 1.0

- Students transported to another member school committee's town(s) receive a weight of 2.0
- Students transported outside all of the member school committees' towns receive a weight of 3.0

When multiple students from the same member school committee are transported to and from the same program location at the same time, the weighting above is adjusted as follows:

- For 2 or 3 students from the same member school committee, the weighted base is multiplied by 0.8
- For 4 or more students from the same member school committee, the weighted base is multiplied by 0.7

Transportation assessments reflect the overall projected costs for services, including salaries, benefits, administration, overhead and fixed costs, capital costs, and program supplies and materials; and shall be voted by the Board annually as part of the budget process and consistent with CASE fiscal policy.

Program tuition rates and other fees for services reflect the overall projected costs for services, including salaries, benefits, administration, overhead and fixed costs, capital costs, and program supplies and materials; and shall be approved voted by the Board annually as part of the budget process and consistent with CASE fiscal policy. Expenses are calculated based upon projected enrollment and/or participation, and rates are determined by dividing the total expenses by projected enrollment and/or participation.

Non-member districts may be charged a surcharge, not to exceed twenty (20) percent over the cost for member school committees, on tuitions and other fees. The Board may waive or decrease the percentage of the surcharge charged to non-members when doing so is determined to be in the best interest of the Collaborative.

The Treasurer will certify and transmit the budget, tuition rates, transportation assessments, membership fees, and fees-for-service for the upcoming fiscal year to each member school committee no later than March 31st of the year in which the budget is approved. Once invoiced by CASE, payment from member school committees for assessments, membership fees, tuitions and fees-for-service, is due within 30 days.

All budget amendments must be approved by the Board. Budget amendments resulting in increases to tuition rates, transportation assessments, membership fees and/or fees-for-service are atypical, and only to be proposed in case of emergency. Consequently, such amendments require only notification to each member school committee one week prior to a single reading and majority vote by the Board. Following a Board vote of approval, the Treasurer will transmit

notification of the budget amendments and amended rates to member school committees within ten business days.

XI. Capital Reserve. The Board may create a capital reserve fund to support costs associated with the acquisition, maintenance, and improvement of fixed assets, including real property, pursuant to a capital plan. The establishment of a capital reserve fund shall be subject to the approval of two-thirds of the member school committees. Deposits into the capital reserve fund shall be proposed and approved through the budget process, based on needs determined in the capital plan. In the event that the purpose for which the capital reserve was created requires modification, the Board shall revise its capital plan and provide notice to all member school committees. If a member school committee does not vote to disapprove the revised capital plan within a 45 day period, that member school committee shall be deemed to have approved the revised capital plan. The amended plan shall be subject to the approval of two-thirds of the member school committees.

XII. Borrowing. As also noted in Section VII, the Collaborative, by an appropriate vote of the Board, may borrow money or enter into short- or long-term agreements or mortgages, provided that when the borrowing or short- or long-term agreements or mortgages are for the approved acquisition or improvement of real property:

- the Board shall provide notice to each member district within 30 calendar days of applying for real estate mortgages; and
- the Board shall discuss its intent to apply for a real estate mortgage at a public meeting of the Board prior to the meeting of the Board at which the final vote is taken.

Under 603 CMR 50.04(3)(d)(3), the Board is responsible for ensuring that any borrowing, loan, or mortgage is cost-effective, is necessary to carry out the purposes for which the collaborative is established, is in the best interest of the collaborative and its member school committees and is consistent with the terms of this Agreement.

XIII. Cumulative Surplus. CASE Collaborative may retain cumulative surplus funds at the end of a fiscal year that shall not exceed the maximum percentage allowable by law and/or regulations (603 CMR 50.03(5)(b)(10)). The determination of cumulative surplus shall not include funds deposited in a capital reserve as provided for in 603 CMR 50.07(10), funds deposited in trust in accordance with M.G.L. c. 32B, § 20, and any amounts prepaid for tuition or services in accordance with M.G.L. c. 40, § 4E. On an annual basis, after the Board has discussed the audit results of the previous fiscal year, the Board shall approve, by majority vote, the final dollar amount of the cumulative surplus. The Board shall determine whether such final dollar amount of surplus funds is within the maximum percentage allowable by law, and whether the funds will be

retained by the Collaborative or whether all or some portion will be refunded to the member school committees or credited to support programs and services offered to member school committees. In the event an amount is to be refunded or credited to the member school committees, each member school committee's share will be determined by total payments made to the Collaborative on a percentage basis during the fiscal year when the surplus was generated.

- XIV. CASE Collaborative Fund. There shall be a collaborative fund into which all monies for the operation and management of CASE shall be deposited. This fund is known as the CASE Collaborative Fund, or "the fund." The fund is managed by the Board. All monies which are paid by the member school committees for the operation and management of the Collaborative shall be deposited into this fund. Likewise, all monies, grants, and gifts which the Collaborative may receive from any other sources, including non-member districts, the federal government, the state government, charitable foundations, and private corporations, shall be deposited into this fund.
- XV. Treasurer. The Board shall appoint a Treasurer upon such terms and conditions, including compensation for his/her services, as the Board may determine. The Treasurer may, but need not necessarily be, a Treasurer of a member Town, or regional school district. Notwithstanding any provision to the contrary herein, no appointed representative to the Board, nor any CASE employee, shall be eligible to serve as Treasurer. The Treasurer is authorized, subject to the direction of the Board, to receive and disburse all monies of the fund without further appropriation. The Treasurer shall give bond annually for the faithful performance of his/her duties in accordance with the requirements of M.G.L. c. 40, § 4E. The Board may in its discretion pay the Treasurer compensation for services rendered. The Treasurer of CASE shall have the authority to make appropriate investments of the monies of the CASE Collaborative Fund in accordance with the provisions of Section 55B of Chapter 44 of the Massachusetts General Laws.
- XVI. Amendment. Any member school committee, appointed representative to the Board, or the Executive Director may propose an amendment to the Agreement by submitting said proposed amendment to the Board in writing. The Board will consider the proposed amendment and, if approved, will forward to the member school committees for a vote. The vote of the Board will indicate the proposed effective date of the amendment. The terms and conditions of this Agreement may be amended by a three-fourths vote of the member school committees. This Agreement and any subsequent amendments are subject to the approval of the member school committees and the BESE pursuant to M.G.L. c. 40, § 4E and 603 CMR 50.03(5).
- XVII. New Members. New member school committees, including charter school boards, may be added to CASE consistent with approval of the Board and subsequent to amendment of the Agreement, consistent with the provisions of

Section XVI, to reflect such membership. The applicant school committee (s) shall apply in writing for admission to CASE no later than December 31 of the fiscal year prior to the fiscal year in which the applicant school committee(s) seeks membership. The effective date for such membership shall be July 1 only if the process for amendment of the CASE Agreement has been finally approved consistent with Section XVI above. All approvals of the member school committees and the Board of Elementary and Secondary Education approval must be obtained no later than April 30 for an effective date of July 1. If the process for amendment of this Agreement has not been finalized by July 1, the new member school committee may appoint a non-voting representative to the Board until such time as the process for amendment of this Agreement has been finalized, at which time the new member school committee will have all rights of membership, including the right to vote.

XVIII. Withdrawal of a Member School Committee. Any member school committee may withdraw from CASE at the end of any fiscal year, provided that all necessary approvals have been obtained consistent with 603 CMR 50.00 et seq. and provided that the procedures for amendment of this Agreement as outlined in Section XVI have been followed. Such withdrawal needs to be effected by a written notice of withdrawal to every other member school committee, to the Executive Director and the Board at least six (6) months before the end of the fiscal year. In the case of such withdrawal, the withdrawing school committee shall still be responsible for outstanding payments due to the Collaborative, and no withdrawing school committee shall be entitled to any assets or surplus funds of the Collaborative. The withdrawing school committee will continue to be liable to the Collaborative for its pro-rata share, , of any debts, claims, demands, or judgments against the Collaborative, incurred during said school committee's membership, in accordance with the provisions concerning the apportionment of operating costs, as noted in Section X, applicable at the time of the occurrences giving rise to the liability or expense. The withdrawal of such member school committee shall not be effective until CASE has received the approval of a majority of the member school committees and the BESE. All approvals must be obtained no later than the preceding April 30.

XIX. Termination of CASE. The Executive Director, any appointed representative of the Board or a member school committee may propose the termination of the Collaborative by submitting such a proposal in writing to the chairperson of the Board. The Collaborative may be terminated at the end of any fiscal year (June 30) by unanimous vote of the entire Board, subject to compliance with this section of this Agreement and compliance with the closing guidelines of the Department of Elementary and Secondary Education. Any vote to terminate the Collaborative must be confirmed by an affirmative vote of all member school committees and must be voted by the Board on or before December 31 of the fiscal year of its intended effective date. The Department of Elementary and Secondary Education will be notified at least thirty (30) days prior to the

effective date of termination, and CASE shall provide the Department of Elementary and Secondary Education, along with the notice of termination, with the information required to be submitted to the Department pursuant to 603 CMR 50.11.

By January 31 of the fiscal year in which the termination shall occur, the Board will: (1) determine the appropriate disposition of the Collaborative funds, equipment and supplies; (2) determine a method of maintaining fiscal records upon termination of the Collaborative; (3) determine a method of maintaining programmatic records; (4) determine a method of maintaining personnel records; and (5) identify the member district(s) responsible for maintaining student, employee and program records. Net assets shall be distributed to member school committees according to the average financial participation of the three (3) fiscal years previous to termination. Distribution of net assets shall not occur until the final fiscal audit has been completed.

Prior to CASE's termination, the Board shall arrange for a final fiscal audit of Collaborative. Such audit will be completed within ninety (90) days of the date of termination of CASE. A copy of such audit report shall be sent to each member school committee and to the Department of Elementary and Secondary Education. Upon termination of the Collaborative, its net liabilities and assets, if any, shall be distributed to member school committees on a pro-rated basis according to the average financial participation of the three years previous to termination.

- XX. Compliance with Laws, Regulations, Guidelines. CASE shall comply with all laws and regulations of the Commonwealth of Massachusetts as well as all lawful policies and guidelines of the Massachusetts Department of Elementary and Secondary Education which relate to collaboratives.
- XXI. Indemnification. In the event that CASE incurs liabilities or expenses in connection with claims for personal injury or other claims under Chapter 258 of the General Laws (or under other legal authority of similar effect), the provisions of this section shall apply.

CASE shall indemnify and hold harmless its employees in connection with such liabilities or expenses in accordance with, and to the extent permitted by, Chapter 258.

Neither the Executive Director nor any other employee of CASE nor any appointed representative to the Board shall be liable to CASE or to any member school committee thereof for any act or omission of the Executive Director or any other employee of CASE or any appointed representative to the Board or be held personally liable in connection with the affairs of CASE except only liability arising out of his own willful misfeasance, bad faith, gross

negligence or reckless disregard of duty to CASE or its member school committees.

Neither the Executive Director nor any other employee of CASE nor any appointed representative to the Board, or member school committee shall be personally liable for any debt, claim, demand, judgment, decree, liability or obligation of any kind of, against or with respect to CASE or arising out of any action taken or omitted for or on behalf of CASE and CASE shall be solely liable therefore, and resort shall be had exclusively to CASE property for the payment or performance thereof and each appointed representative to the Board, member school committee and Executive Director or any other employee of CASE shall be entitled to full indemnity and full reimbursement out of CASE property, including without limitation, fees and disbursements of counsel.

The Executive Director and his/her legal representative(s), any other employee of CASE and his/her legal representative(s), each appointed representative to the Board and his/her legal representative(s) and each member school committee and its legal representatives shall be indemnified by CASE against all liabilities and expenses, exclusive of amounts paid to CASE, including judgments, fines, penalties, amounts paid in settlement and counsel fees, incurred in reasonable settlement of any action, suit or proceeding to which such appointed representative to the Board, member school committee or Executive Director or any other employee of CASE or his/its legal representatives may be made a party or otherwise involved by reason of his/its capacity as an appointed representative to the Board, Executive Director or employee of the Collaborative, except for those liabilities and expenses arising out of his/its own willful misfeasance, bad faith, gross negligence or reckless disregard of duty to CASE as finally adjudged in such action or, in the event of settlement, determination of counsel for CASE. Said right of indemnification shall be in addition to any other rights to which such appointed representative to the Board or Executive Director or any other employee of CASE or member school committee may be entitled as a matter of law or which may be lawfully granted to him/it.

The costs of such liabilities or expenses which are not borne by the CASE's insurance carriers shall be apportioned among, assessed to and paid by the member school committees that were members of CASE at the time of the occurrences giving rise to the liability or expenses, whether or not any such member school committees have thereafter withdrawn from CASE, in accordance with the provisions concerning the apportionment of operating costs, as noted in Section X, applicable at the time of the occurrences giving rise to the liability or expense.

The provisions of this section shall be applicable to such liabilities or expenses, whether incurred in connection with settlement or adverse adjudication of such claims. The Collaborative shall have the authority to settle such claims, in

amounts, which exceed applicable insurance coverage, only upon vote of the Collaborative Board.

XXII. Section 501(c)(3) Status. Notwithstanding any other provision of these articles, CASE Collaborative is organized exclusively for educational purposes, as specified in Section 501(c) (3) of the Internal Revenue Code, and shall not carry on any activities not permitted to be carried on by an entity exempt from Federal income tax under Section 501(c) (3) of the Internal Revenue Code.

No substantial part of the activities of CASE shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and CASE shall not participate in or intervene in (including the publication or distribution of statements) any political campaign on behalf of or in opposition to any candidate for public office.

XXIII. Personal Benefit. No part of the net earnings of the Collaborative shall inure to the benefit of any appointed representative to the Board, member school committee, director, officer of CASE, or any private individual (except that reasonable compensation may be paid for services rendered to or for the Collaborative), and no appointed representative to the Board, member School Committee, director, or officer of CASE shall be entitled to share in the distribution of any of the assets upon the dissolution of CASE.

XXIV. Non-Discrimination. The Collaborative does not discriminate on the basis of race, color, sex, gender identity, religion, national origin, disability or sexual orientation and ensures that all students have equal rights of access and equal enjoyment of the opportunities, advantages, privileges and courses of study.

CASE Collaborative is an Equal Opportunity Employer.

Approved by votes of the member school committees in the following manner:

Acton-Boxborough Regional District School Committee

Chairperson

Authorized on _____
Date

Bedford School Committee

_____ Authorized on _____
Chairperson Date

Carlisle School Committee

_____ Authorized on _____
Chairperson Date

Concord School Committee

_____ Authorized on _____
Chairperson Date

Concord-Carlisle Regional District School Committee

_____ Authorized on _____
Chairperson Date

Harvard School Committee

_____ Authorized on _____
Chairperson Date

Lincoln School Committee

_____ Authorized on _____
Chairperson Date

Lincoln-Sudbury Regional District School Committee

_____ Authorized on _____
Chairperson Date

Littleton School Committee

_____ Authorized on _____
Chairperson Date

Maynard School Committee

_____ Authorized on _____
Chairperson Date

Sudbury School Committee

_____ Authorized on _____
Chairperson Date

Approved by the Board of Elementary and Secondary Education

_____ _____
Commissioner of Elementary and Secondary Education Date of Approval

12.1.1
7/1/15

ALG Minutes June 18, 2015

Present: Bart Wendell, Facilitator; Katie Green & Peter Berry, BoS; Kristina Rychlik & Paul Murphy, SC; Mike Majors & Margaret Busse, FC; Steve Ledoux, Glen Brand, Steve Barrett & Marie Altieri, staff.

Audience: Janet Adachi, BoS; Clare Jeannotte & Brian McMullen, staff; and Charlie Kadlec.

Extra Info: ALG Charter and Ground Rules; ALG plan & Feb. 16 Minutes

1. introductions

2. Review of charter

Bart noted that at the start of every ALG season, the members go over the charter and ground rules to ensure that all members understand and agree. The ground rules are the results of about 20 years plus years of meetings and every year there are some changes. The original organization was founded at a time when the boards were not getting along and had difficulty working together. There were overrides on a regular basis and they would not pass. The purpose of the ALG is to come up with proposals that each member takes back to and champions before their own group. "If you cannot champion a proposal, say so, there has to be agreement backing each proposal."

Are there any changes?

P Berry asked why the plan was called the 'three board plan'.

S. Ledoux: the ALG does the recommending and the three boards sign on

There was a general discussion on whether it was more appropriate to call the plan the three boards or the ALG. In the end, the ALG was adopted

Bart explained the needs for the quorum and no substitutes. All agreed. Bart also noted that the facilitator was not needed for the quorum.

3. Minutes of Feb 26th were Ok'd

4. Update on revenues and expenses for FY 16 and tear end FY 15

Glen: nothing substantive; waiting for the state budget to pass

Clare: We are closing off FY 15 as reported to the school and finance committees. There are differences on the health insurance which we will discuss Thursday. There are two more warrants to sign off before the close of the year. We will see where we are then. The cuts to regional transportation which were estimated at \$18M are now expected to be \$5M.

Steve L: Not much on FY 16. The budget group meets weekly. There was a problem of @\$300k with fire department overtime. We met with the unions and worked out the staffing levels. I think we will get through the year in decent shape. We have one more payroll.

/

Steve B: On the revenue side we have positive results in the area of local receipts. We estimated Motor Vehicle Excise tax at \$3M---we have already hit that number and expect 10% more. There has been an uptick in the number of permits and we expect a 10% increase over the \$1M estimate. State aid is on target and we have an awesome tax collection rate of 99.5%

5. Spreadsheet

Steve L: Last year we talked about getting a different format, something simpler

Steve B: noted that the plan was formatted to go into the warrant so people could understand it and all the back pages were part of an out-growth of the ALG members for clarity.

Marie: We need to simplify the front page and get rid of some of the back pages "I hate to take on another project but we do need to consider what info we need for this group and what we do not. Just getting to the regional assessment would take many pages.

Bart: Is there any disagreement to making it simpler? None.

[Marie and Steve B will try to get an example for the next meeting]

6. Discussion of three boards meeting

Mike Majors thought that the meeting of the three boards from last year was helpful as a means for the various members to get to know each other. The topic of that meeting was the finance committee's long range plan. Mike thought a date in mid- to-late October would be good. He noted that the big issue was to get everyone together.

Krista: suggested that the meeting topic "school budget 101". She thought it would be good to have this discussion before the budget cycle starts and that the Boxboro SC, BoS and FC should also be invited.

There was some discussion of having two meetings: one with just Acton people; the other with Boxboro. There was agreement that the fewer meetings, the better.

Katie: "before the agenda is set I think we need to figure out what it is we want to accomplish by such a meeting. All the boards should have a say in the topic. If we did the school budget, that would take the whole night and who is it useful for?"

Bart: How are we going to decide, should it be a smaller group?

Mike: It's hard to come up with a specific date.

Katie: Before we set the date, I need to have the BoS discuss the idea; that will happen at our July 6th meeting

Margaret: I agree we need to take it back to the boards to discuss the agenda. She agreed to send out a Doodle Poll for possible meeting dates [it wasn't clear if the poll would be sent to just Acton boards or would include those of Boxboro]

Kristina: noted that there was value in meeting on a social level just to get to know each other.

***It was agreed that Beth and the superintendent's office would send out the poll and the board chairs, Town Manager and Superintendent would work on agenda. This agenda will be presented at the next ALG meeting

7. ALG meeting dates

Bart: in the past the ALG has met on the third Thursday either at 7:30 AM or 5 PM in the winter months

***It was agreed that 7:30 AM was the preferable time.

Kristina asked that the ALG meetings not happen on a morning when there was a school committee meeting in the evening.

Kristina had a list of the school committee dates

It was agreed to meet: August 20th; September 24th; October 29th; TUESDAY November 17th; December 10th; January 7th & 28th; [BoS budget Saturday is Jan 9th; SC is Jan. 23]; Tuesday February 9th & Thursday 24th; March 10th & 24th---the last being a back-up date

Bart: the agenda will have the three boards meeting

Marie: I have asked Peter Ashton to update the list of comparable towns. We will need to agree on the list (that will also be an agenda item).

Steve L's office will continue to do the agenda and post the meetings

8. **Public comment**

Mr. Kadlec noted that he had never heard anyone who was concerned about the title of the spreadsheet as it appeared in the warrant

What is the meaning of consensus? The BoS takes their issues back to their board; the SC takes their issues back to their board. However, the FC looks at the entire budget and the difference is that the FC acts on the entire thing and they actually have discussions.

Public comment at the end of the meeting is a bad thing.

9. **Adjourn**

8:45

Next Meeting August 20th at 7:30 AM

Ann Chang

Acton-Boxborough Regional School District

SCHOOL CALENDAR, 2015-2016

Bold Underlined Dates = No School Days

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

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

Total Days = 180

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

* Professional Learning for Staff Early Dismiss: Oct 1, Dec 3 (elem only), Feb 4, Apr 7

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 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.

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

Acton-Boxborough Regional School District
SCHOOLS OPEN

**Note changes in Elementary Schedules

Wednesday, September 2, 2015*

* With the exception of
8th, 10th, 11th, & 12th graders, who start on Thursday, September 3, 2015

HIGH SCHOOL 7:23 a.m. - 2:18 p.m.

JUNIOR HIGH 7:30 a.m. - 2:06 p.m.

CONANT, McCARTHY-TOWNE, MERRIAM

All-Day K and Grades 1-6

8:40 a.m. - 2:50 p.m

(1st & 3rd Thursdays 12:20 p.m. dismissal)

Kindergarten

AM Session - 8:40 a.m. - 11:20 a.m.

PM Session - 12:10 p.m. - 2:50 p.m.

(No PM Sessions on 1st & 3rd Thursdays each month)

BLANCHARD, DOUGLAS & GATES

All-Day K and Grades 1-6

9:20-a.m. - 3:30 p.m

(1ST & 3RD Thursdays - 1:00 p.m. dismissal)

Kindergarten

AM Session - 9:20 a.m. - 12 noon

F(Thursday Schedule 9:20 a.m. - 1:00 p.m.)

PM Session - 12:50 p.m. - 3:30 p.m.

(No PM session on 1st & 3rd Thursdays each month)

Elementary School Lunch Price: \$2.75

Junior High/High School Price: \$2.75

Lunch, includes fruit, vegetable, milk

Milk only: \$.50

Please refer to the link below for Prepayment options

<http://www.abschools.org/departments/food-services/lunch-menus>

Direct Phone Numbers *

Blanchard: (978) 263-4569 Conant: 978-266-2550

Douglas: 978-266-2560 Gates: 978-266-2570

All other schools: 978-264-4700

Open House Dates - Fall 2015 5/15/15

Blanchard

September 15

6:30-8:00 PM - Grades PreK - 3

September 29

6:30-8:00 PM - Grades 4 - 6

Conant

September 15

7:00-8:00 pm - Grades 4 - 6

September 16

7:00-8:00 pm - Grades K - 3

Douglas

September 8

6:00-6:45pm - Grades 3 & 4

7:00-7:45pm - Grades 5 & 6

September 15

6:00-6:45pm - All Kindergartens

7:00-7:45pm - Grades 1& 2

Gates

September 29

6:00-6:45pm - AMK & Grade 6

7:00-7:45pm - Grades 1 & 5

September 30

6:00-6:45pm - Grades 2 & 4

7:00-7:45pm - PMK, ADK & Grade 3

McCarthy-Towne

September 16

6:00pm

Merriam

September 29

6:00pm - Kindergarten

7:00pm - Grades 1 - 6

Junior High

September 24 at 7:00 pm

High School

October 8 at 6:50 pm



Beth Petr <bpetr@abschools.org>

\$215,000 in grant funding for energy efficiency projects!

Kate Crosby <kcrosby@abschools.org>

Fri, Jul 10, 2015 at 4:33 PM

To: AB News <news@abschools.org>

I'm delighted to share the news that ABRSD has just been awarded \$215,000 in Green Communities state grant funding for energy efficiency projects in our schools! All projects submitted were funded, and the total package is \$245,000 which includes \$30,000 going to the Town for a municipal project.

The projects that have received funding include:

- LED lighting upgrades for the high school pool, and some interior LED lighting upgrades in RJ Grey and the Parker Damon Building. These upgrades are planned to improve lighting quality as well as generate cost savings - much like the work we've done in the HS library and the gyms at the HS, JH and PDB.
- Improving HVAC controls at the Parker Damon Building.
- Improving efficiency of the cooling equipment in the district's main server room at the HS.
- Upgrade to wifi thermostats in the modular units at Conant, Gates and the JH.

These projects will support our progress in reducing AB's energy use, cutting energy costs and greening the district's footprint.

This is the 4th round of successful and substantial grant funding for which we've competed through the Green Communities program of Mass Dep't of Energy Resources (DOER). The district is eligible to compete for this grant funding because of collaboration with the Town on ambitious energy conservation goals through the state Green Communities program, part of the landmark Green Communities Act legislation passed in Massachusetts in 2008. The source of the grant funding is revenue to the state through the Regional Greenhouse Gas Initiative (RGGI), a carbon trading agreement among the region's electricity generators - info on how the funding works is linked here for those who want to learn more!



Woohoo - go AB!!

-Kate

--
 Kate Crosby
 Energy Manager
 Acton Public Schools/Acton-Boxborough Regional School District
 C 978-580-0052
 kcrosby@abschools.org
 abschools.org/departments/facilities-transportation



Grant Award Event 7.8.15.jpg
1029K