

**Acton Public School Committee
Meeting**

January 17, 2013

7:00 p.m.

at the R.J. Grey Junior High School Library

ACTON PUBLIC SCHOOL COMMITTEE MEETING

Library
R.J. Grey Junior High School

January 17, 2013
7:00 p.m. APS SC Meeting

AGENDA

1. CALL TO ORDER
2. CHAIRMAN'S INTRODUCTION
3. STATEMENT OF WARRANT
4. APPROVAL OF MINUTES
 - 4.1 12/20/12 APS SC meeting
5. PUBLIC PARTICIPATION
6. SCHOOL COMMITTEE BUSINESS
 - 6.1 ALG Update – *Xuan Kong, Kim McOsker*
 - 6.1.1 Meeting on 1/10/13
 - 6.2 Board of Selectmen and FinCom Update – *Xuan Kong, Paul Murphy (oral)*
 - 6.3 Health Insurance Trust (HIT) Update – *Kim McOsker (oral)*
 - 6.4 OPEB Task Force Update – *Dennis Bruce (oral)*
 - 6.5 APS FY14 Budget Update – *Steve Mills, Don Aicardi*
 - 6.5.1 APS Prelim Budget by Character Code
 - 6.5.2 Agenda for Budget Saturday Presentations, 1/26/13
 - 6.5.3 Balance of FY14 School Budgets Schedule
 - 6.5.4 APS FY14 Presentation slides
 - 6.6 Regionalization Update – *Xuan Kong*
 - 6.6.1 Regional Assessment memo from X.Kong re Atty Lennox comments, 1/4/13
 - 6.6.2 Draft APSC Response to Acton FinCom letter dtd 12/18/12 (*addendum*)
 - 6.6.3 RSDSC current presentation slides, FYI
 - 6.6.4 Upcoming Forums
7. FOR YOUR INFORMATION
 - 7.1 Pupil Services
 - 7.1.1 ELL Student Population Report
 - 7.2 Monthly Enrollment – January 1, 2013
 - 7.3 Acton Election information
 - 7.4 2013-2014 Kindergarten Registration
 - 7.5 School Newsletters
 - Conant Crier: <http://conant.ab.mec.edu/pto/newsletter.html>
 - Douglas Digest: <http://douglas.ab.mec.edu>
 - Gates Gazette: <http://gatesschoolpto.org/gazette>
 - McCarthy-Towne Bulletin: <http://www.mctptso.org/bulletin/>
 - Merriam Comm News: <http://www.merriampto.org/Merriam>
 - Acton Public School Preschool: <http://ab.mec.edu/Preschool/index.htm>

NEXT MEETINGS:

- SATURDAY, January 26, 9:00 am – 3:00 pm, in the RJGJHS Library, Joint SC Budget Meetings
- February 7, 7:30 pm , RJGJHS Library, Joint and ABRSC (Budget Hearing)
- February 14, 7:00 pm, RJGJHS Library, APSC (Budget Hearing)
- April 29, 7:00 p.m. Special Town Meetings in Acton and Boxborough regarding Regionalization

ADJOURN

**ACTON PUBLIC SCHOOL COMMITTEE MEETING
Draft Minutes**

**Library
R.J. Grey Junior High School**

**December 20, 2012
7:00 p.m. APS SC Meeting**

Members Present: Dennis Bruce, Mike Coppolino, Xuan Kong, Kim McOsker, Paul Murphy, Deanne O’Sullivan
Members Absent: none
Others: Don Aicardi, Marie Altieri, Deborah Bookis, Liza Huber, Steve Mills, Beth Petr

Chairperson Kim McOsker called the Acton Public School Committee to order at 7:00 p.m.

CHAIRMAN’S INTRODUCTION

The Gates School Chorus opened the meeting with some wonderful holiday songs. Director Kim Ward thanked the School Committee and Dr. Mills for expanding the specialists’ positions this year and emphasized how it has helped the programs. She said, “As a music teacher, this is so important because the voice we are born with is the instrument that we are given, and it allows you to take place in many activities as an adult by singing as well as listening.”

STATEMENT OF WARRANT

APS warrant #201312 dated 12/11/12 in the amount of \$106,474.70 was signed by the Chairman and circulated to the Committee for signatures.

APPROVAL OF MINUTES

The minutes of the 11/15/12 APS Meeting were approved as amended.

PUBLIC PARTICIPATION - none

SCHOOL COMMITTEE BUSINESS

6.0 Security Measures in Place in our Schools / Moment of Silence

Dr. Mills asked for a moment of silence in memory of the victims of last Friday’s tragic shooting in Sandy Hook Elementary School in Newtown, CT. He read a statement acknowledging the pain and disbelief that everyone is experiencing and emphasized that there are “extensive thoughts, plans and actions in place to assure, as best we can, in a national culture of gun violence, the safety of everyone that comes into our school buildings.” He will convene and chair a task force to review all of our safety procedures and make recommendations as needed for change. He expects most of the recommendations will be to reaffirm what is now done on a daily basis. He will report these findings to the School Committee in late February or March. He concluded that what the staff did at Sandy Hook, “...is nothing short of inspirational and courageous, yet any teacher would do it. That is what we do.... We will always remember them and forever be proud.”

Kim McOsker echoed the Superintendent’s comments. Several committee members commented on whether school doors should be locked. One said that locking down the schools is not the answer because our culture involves so much parental involvement and openness. Another stated that Boxborough locks their doors successfully and it adds precious time to stop an incident from moving further. The committee agreed that there were many issues for the task force to consider.

Stating that “something needed to be done”, Michael Coppolino moved that:

"the Acton Public School Committee draft a letter that will be sent to our State and U.S. Senators and Representatives, as well as MASC (Massachusetts Association of School Committees), EDCO Collaborative, CASE (Concord Area Special Education) Collaborative and all other bodies which may be of influence, encouraging all parties to support any pending legislation or draft a new bill, demanding the immediate cessation of the sale of all assault weapons, through gun shops, gun shows or any other outlets."

Xuan seconded the motion and stated that this cannot be all that the Committee does. Other members agreed. Mike said that gun violence is happening at the national level, but he envisioned a groundswell, even from little towns like Acton, that might catch the ears of our legislators and groups like MASC, etc. If all agreed and voiced their opinion, it may trickle through the nation and lead to some kind of change.

The motion was unanimously,
VOTED and approved.

Mike will draft the letter for School Committee review and approval at the next meeting.

6.1 ALG Update

Xuan reported on the meeting of 12/13/12. Everyone is looking for more solid numbers in January. Currently, there is a deficit for FY14 of \$1.5 million. FinCom will send a letter to APS SC with their questions about regionalization. The OPEB working group was thanked for their efforts. It was agreed that reserves would be discussed once the budgets are out in January.

6.2 Board of Selectmen and FinCom Update

Paul Murphy reported that the BOS has presented their budget. A letter given to School Committee members at the meeting from the FinCom summarizes FinCom's opinion. They have spent much time discussing regionalization and particularly request more detail about educational benefits and financial models for cost savings. Kim McOsker will draft a response and Dr. Mills and Xuan will review. A full discussion of the letter will take place at the 1/17/13 APSC meeting. If members have thoughts to add to the draft they will send them to Kim.

6.3 Health Insurance Trust (HIT) Update

Kim reported that there was a brief meeting that morning (12/20/12). Rates seem like they'll be 9 or 10%.

6.4 OPEB Task Force Update

Dennis Bruce reported that there has not been a meeting recently. A somewhat final report is done but the task force is waiting for state recommendations to be made to the Governor before finalizing. These are expected in the next few days. Although the task force was initiated by ALG, the group that each person represents is expected to take the lead of sharing the information with their own group. When Dennis asked if the Committee wanted an OPEB presentation at Budget Saturday or at the SC meetings prior to 1/26/13, Xuan replied that a presentation could be done whenever it is ready. Dennis: would like to have the state information and the task force's report before presenting. A recommendation will be made to ALG. Xuan emphasized while that is correct, ALG is not a group but representatives of each group, so it would be better to present to each group. It was agreed that the timing will depend on when all information is received.

6.5 APS FY14 Budget Overview

Don Aicardi presented the APS Overview, stressing that details will be provided in January. When asked why \$108,000 for additional assistants' time was added in a "level service" budget, Don replied that items that have been agreed to ahead of time were included. This is the third year of the agreement to add assistant hours. The school psychologist was added last year so it is also included in the new base. Xuan and Mike discussed slide 6 regarding reserve use and comparing actual net use for FY11, 12 and 13. A comment was made that ALG every year grossly underestimates the regeneration of the turnbacks at year end. Don disagreed and feels compelled to insist that there is a balanced discussion of reserves.

Many different factors go into reserves and schools cannot deficit spend. Many financial items are out of the schools' control and a cushion must be built in to some degree as a result.

John Petersen spoke from the audience advocating for reserves to be 1% of the budget. He also asked how OPEB would be reflected in the APS FY14 budget. Don's impression is that OPEB will be a separate warrant article at Acton Town Meeting for the town budget. Kim said the OPEB liability for APS being handled by the Town and Town Manager as a capital expense, not an operating expense, should be brought up at the next ALG meeting.

6.6 APS Review of Special Revenue Accounts

Don presented with a focus on the revolving and gift funds. As a result of Tom Blondin's redesign of a tracking document, Don can provide reports much more easily when asked about revolving accounts. The interconnectivity between these funds and the APS general operating budget is important to understand.

6.7 Regionalization (RSDSC) Update

Xuan Kong reported that the Chairs of the RSDSC feel that the School Committees need to begin to take ownership of the Regionalization vote/decision, now that the RSDSC's goal, a new Regional Agreement to propose, is close to being achieved. Ultimately the real benefits have to come from within the School Committee and the leadership of the future administration. It is critical that the School Committee take the initiative on the very important question about what are the educational benefits. Dr. Mills and Deb Bookis will draft a detailed statement about how education will benefit from regionalization for both towns.

John Petersen submitted an email outlining school building utilization in Acton and Boxborough to be considered for the facilities planning process. He also did an analysis of the ABRSD budget (Table 6 FY94 to FY13) to see how the regional budget behaves so the School Committee could see how it changes for an enrollment based assessment formula. Although he is a huge supporter of regionalization, he believes that an enrollment based formula (what is currently used) is not right, and is not good for students or education, because it provides a lower Boxborough assessment than an EQV formula (Equalized Valuation Program, based on taxable property for a town) would going forward. This is due to Boxborough's decreasing enrollment and will result in a significant assessment shift from Boxborough to Acton taxpayers, according to John. He concluded that historically, 80% of the costs have been born by Acton and 20% by Boxborough. Consequently, a shift in enrollment will affect Acton 80% and Boxborough 20%.

6.8 Proposed 2013-2014 APS School Calendar

The ABRSC voted a calendar on 12/6/12 and Dr. Mills advocated for the APSC to approve the same calendar, despite the Committee's tie vote at the same meeting.

Kim McOsker stated that she was against the proposed calendars on 12/6/12 because she wanted school to start after Labor Day. She said that 2500 elementary age children are not worried about AP exams and the need to have more classes before they are given in the spring. She asked the Committee to consider starting after Labor Day for FY15. She stated that because she has knowledge now that would change her vote, she would like the Committee to vote again on the calendar.

Xuan moved, Mike seconded and it was unanimously,

VOTED: that the Acton Public School reconsider their vote on the FY14 calendar.

Dennis Bruce stated that some people felt the calendar discussion took place "behind the scenes" but he emphasized that the discussion and vote takes place every year, clearly on the posted agenda. He asked that serious consideration be given to starting after Labor Day for FY15, to maximize family time.

Paul moved and Mike seconded the motion:

“that the APSC approve FY14 Calendar B (start before Labor Day and have no school on Rosh Hashanah and Good Friday)”

Xuan stated that he would abstain because Jacob Johnson, ABRSC student rep, summarized his rationale at the 12/6/12 meeting. Jacob said the issue is not about religious holidays. It is about whether or not the students have too much of a burden if they miss a day of school. Xuan feels this is a great opportunity for the Committees to look at why students feel such a cost of not being in school. Regarding starting before/after Labor Day, Xuan said there was a clear directive to the Superintendent to propose a calendar that he recommends educationally, and the School Committee opposed it. Xuan does not feel that he can support Calendar B but will not stand in the way since Dr. Mills has changed his mind.

The motion to approve FY14 Calendar B was **VOTED**: YES: Dennis Bruce, Mike Coppolino, Kim McOsker, Paul Murphy, Deanne O’Sullivan ABSTAINED: Xuan Kong

6.9 Recommendation to Approve Gifts from the Friends of the Acton Libraries

Mike moved, Paul seconded and it was unanimously,

VOTED: to accept with gratitude a gift of \$11,500 from the Friends of the Acton Libraries for the elementary schools’ libraries.

6.10 Recommendation to Approve Grant from IBM to Merriam School

Xuan moved, Mike seconded, and it was unanimously,

VOTED: to accept with gratitude a grant of \$1500 from IBM to the Merriam School
These funds will subsidize the Reader’s Notebook program.

6.11 School Wellness Advisory Committee Update

Kim McOsker reported that she attended the first meeting on 12/19/12. The first plan of action is to develop a “use” assessment They will develop a survey regarding health/wellness/nutrition and are particularly interested in students’ opinions. Many members are from the Wellness Task Force that met from 2007-2009. Mike and Kim are members but it may make sense for one of the policy members to do it instead of Kim. Deanne O’Sullivan offered to do this.

FOR YOUR INFORMATION

7.4 ABUW Community Forum: Chris Herren, former Celtics Basketball player, talks candidly about the substance abuse problems which derailed his professional career. Sober since 2008, Herren is an inspirational speaker, especially reaching out to teens. Wednesday 1/9/13, 7:00 pm, ABRHS – Dr. Mills highlighted this important upcoming event.

Xuan thanked Liza Huber for the Preschool Enrollment Report. Liza does not expect to have to ask for more resources for this year. She reminded the Committee to subtract out the itinerant populations when looking at the report because those students are attending local preschools and out of district.

NEXT MEETINGS:

- TUESDAY, January 8, 7:30 p.m. in the RJGJHS Library, ABRSC Meeting (Tuesday meeting due to returning from the holiday break the week before)
- January 17, 7:00 p.m. in the RJGJHS Library, APSC Meeting
- SATURDAY, January 26, 9:00 am – 3:00 pm, in the RJGJHS Library, Joint SC Budget Meetings
- April 29, 7:00 p.m. Special Town Meetings in Acton and Boxborough regarding Regionalization

The Committee adjourned at 9:25 pm.

Respectfully submitted,

Beth Petr

List of Documents Used: See agenda



Acton Leadership Group Meeting

January 10, 2013

5:00PM

Town Hall, Faulkner Hearing Room 204

Bart Wendell Facilitating

----- Agenda Topics -----

		<u>Comments</u>
1. Approve Minutes of December 13, 2012	General Discussion	
2. Update of FY13 Revenues and Expenses	Steve Mills Steve Ledoux	
3. Review of Updated ALG Spreadsheet	Don Aicardi Steve Barrett	
4. Discussion on Use of Reserves	ALL	
5. Update on Regionalization	Xuan Kong	
6. Update on OPEB Working Group	Don Aicardi Steve Barrett	
7. Public Comment		
8. Next Meeting – January 24, 2012 at 5:00 p.m.		

ALG Minutes, Jan. 10, 2013

Present: Bart Wendell, facilitator; Pam Harting-Barrat & Janet Adachi, BoS; Doug Tindal & Mary Ann Ashton, FC; Xuan Kong & Kim McOsker, SC; Steve Ledoux, Steve Mills, Steve Barratt, & Don Aicardi, staff.

Audience: Brian McMullen, Bd of Assessors; Pat Clifford, FinCom; Jon Peterson, Charlie Kadlec, Dick Calandrella & Bob Ingram.

1. Minutes were accepted

2. Update of FY 13

Steve M: financially things seem to be OK. He described the crowd that heard the anti drug program: there was an overflow, the auditorium was filled & there were ancillary rooms & consoles to listen the inspirational talk. The Facebook “was on fire” today talking about the message. He said that there was a drug problem and they added a drug and alcohol counselor at 18/week.

The lower-fields project is “great” It was thought that \$200k would be generated the first year---they have reached that amount in the first four months. Working with FOLF (Friends of Lower Fields) is exactly the kind of thing we should do—creative thinking has resulted in a new source of needed revenue in addition to making the fields usable.

Mills said that he was in a meeting with area superintendents when the Newtown shooting took place. There was an immediate discussion about school safety. He has appointed JD Head to a committee of principals, parents and police to look into the safety of Acton’s schools. They will come out with a position statement. Many schools lock their doors. All the elementary schools do lock doors except for the front doors. It is estimated that it would cost between \$5-7,000 to retrofit all the front doors and add buzzers. That is not counting the costs associated with having someone opening the door. It would be impossible to lock the 24 doors at the HS---it is an open campus. These changes could have an impact on FY 14. He is very happy with the police officers---Patricia Sullivan & Keith Campbell.

3. Review of ALG Spreadsheet

Don: FY 14 Col. Shows the preliminary budgets; everything is based on a 5% increase; he has put in the numbers for APS & AB—the Acton portion; deficit is \$1.6M; for the town the OPEB is changes since the money is part of the municipal budget---that is a \$946k change. The recap has been approved by the state.

There have been discussions with Steve B & Brian McMullen to reconcile the FY 13 New Growth and what can be expected for FY 14.

Steve B: there is a disconnect on the net number for our share of the deficit. If the revenues do not change we have taken our share of the cut and the rest is the responsibility of the schools. The basis is the 35.8% split.

Xuan: Looking at AB revenues---the \$634k is not a “magic number”....

Doug: Municipal has taken an extra round of cuts---it is our perception that the schools have not. They came back from “the Hill” confronted with the deficit & took their fair share. It is our understanding that they [municipal] has been through two rounds of cuts.

Kim: what are the specifics of the cuts?

Steve B: \$1M has been taken from the Town Manager’s budget. In our world when a capital project is rejected---that’s a cut. The \$432k from OPEB has been put in the [operating] budget---part is APS it could be divided but it has to be paid by the Town. There are no other changes in the outlay for APS.

Xuan: I think it’s a good idea for APS debt to be part of the APS operating budget. The APS OPEB accounting for this year will be a “mark on the ground” for the accounting if the regionalization goes forward.

Mary Ann: That’s a great suggestion---but we should put it aside for now & focus on where we are in the budget process.

Where we are

MA: there is a mismatch in the cycle. There are differences in approach and the review with the FC. The BoS got the town budget in December & there was the Saturday review where we went through the budget in detail---that is not to say that there is not more work to be done.

The SC has done the preliminary work & not yet looked deeper. We need to get both budgets at the same point. We have a lot of work to do in the next two months, we cannot walk away and just split the \$634k into three ways.

Bart: given that what is the suggestion for the next step.

MA: the discussion of reserves is at a different place from our last meeting

Doug: the next step, aside from the reserves, we need to let the schools crawl through the process with their budget.

MA: specifics: drop the FY12 column---that will reduce several of the lines. I do not understand, unless there is a compelling reason, why the Town of Acton Expenditures are broken out into four sub categories

Steve L: those are the “lightning rods” from last year---they are the budget drivers

MA: Bob Evans [FC member] suggested that we do not make such a big deal of the retirees OPEB expenses. There are health costs for retirees in every budget. We ought to do an OPEB sheet in detail---pull out retirees contributions and take the OPEB off the front sheet [of the spreadsheet]

Bart: is there any disagreement for the OPEB break-out?

Xuan: that would make the information public; we also have a pay-as-you-go component that needs to be saved for the future.

There were voices of agreement

Don: I created a tab for OPEB on the front, now you want me to break-out retiree health costs and include them on the OPEB tab?

MA: not on the OPEB tab but on the OPEB sheet—it is a new concept; use of reserves that are folded into the budgets

Don: that would make the numbers for AB in two places and now I will have to insure a match of three of numbers

SB: we can work with Brian McMullen to get the numbers in place.

Bart: is there agreement?

Xuan asked Don to put the changes into the APS budget presentation to start the process.

Doug: the difference between the two years is that the first it was pegged at \$500k and now its \$800k. We have just been throwing darts—it's good to have an OPEB separate sheet.

Pam: there is talk at the state level of bonding OPEB---does the money we have already allocated to OPEB be included in a bond issue?

SB: we will be held for the bond liability---later we will be able to subtract [what we have paid] from the future liability

Pam: once the allocation is gone---it should be carried on the separate OPEB page

Janet: the page needs to show the pay-as-you-go and the increase that OPEB takes of the budget.

Members agreed that the separate sheet would be of interest in not only keeping track of what is being budgeted but also any future bonding allocations.

It was also agreed that there needed to be a more general explanation of OPEB for the Town Meeting members.

Bart: was pleased with the agreement---the next issue was to take the subdivisions from under the Municipal budget line from the front page. This information will be included on back sheets. This was also agreed to.

Bart: shall we remove FY 12 col.? This suggestion was also accepted.

4. Reserves

Janet: the FC said the limit was \$1.5M; the town budget is based on \$2M---deficit of \$600k

Doug: that is the sense of the FC---there has been no formal vote---but there has been no change in the sentiment of the FC. Some of the members are even more conservative & don't want to use any reserves.

There was a moment of silence

Xuan: the town has done their budget, the schools have not---the schools could find some items that not a priority or all that important. Last year we got more state aid than expected and we returned it back to replenish reserves— it is not prudent to not use the reserves. We need the reserves to balance the budgets.

Doug: I don't see any basis for moving off the \$1.5M

SB: I hear what you are saying we built the budget and now we have to roll back the reserve use \$1.2M on \$8M of spending –still that's 89-90% of the budget---that will not be a plan for turn backs

Doug: we are tapping into the parking fund for police cruisers---that will free up money from the budget. The town budget has grown 1.89% nearly 2%. Money once spent from the general fund is now being paid from enterprise funds

SB. The transfer/recycle fund will pay @ \$200k for equipment; 100% of the parking fees will pay for cruisers---this will not be sustainable

Pam: the BoS has not voted the budget but it was built on \$2M of reserves. We will have to go back to the A list & see what can be dropped

Bart: have we figured out where we are in the process & what still needs to be hammered out?

Doug: there are the differences in the process between the town & schools means that the schools have not yet gone through the second level of cuts. The FC views the use of \$2M as premature and more crunching needs to be done. Right now the RC is staying with the \$1.5M

Pam: Cory Atkins has said that we can expect a 5% decrease in local aid from the governor's budget. We need to wait until we have those figures

MA: I think we have done what we can for now. We do need to see the Governor's budget---I'm interested in those volatile areas like the circuit breaker & regional transportation numbers.

SB the Charter says the BoS has to vote the budget 60 days before Town meeting--that's Feb 1. We need to know by Jan 28th the magnitude of free cash & whether we can "eat the delta"

Steve M: we are scrubbing numbers; as I understand it we can expect a \$900k cut.

It's difficult for me—I know things are going to change; reserves are up from two years ago; \$360k went into OPEB; we have already cut \$600k in services.

5. Regionalization

Xuan reported that they are working with teachers groups in the financial models. They have found more savings in the administration/central office. They are working on the three-year rolling averages & educational benefits.

6. OPEB

SB: there have been no meetings---they are looking at possible changes in the law; one will change the vesting period from 10 to 20 years; that change is now being reviewed; there will be a 16% surcharge for every new hire; there is a consideration of having an OPEB component in all the fees.

MA: a one point the state committee was putting out information all the time---now it seems when they are nearly finished, that info flow has stopped.

7. Public

Mr. Kadlec made suggestions for changes in the spreadsheet---making it landscape; noting that sections A&B do not change start at section C & shorten the # of rows; do not drop FY 12---“show us the actuals”---that will have the benefit of showing us the increase in the budget.

The actual use of reserves has been 0---you will penalize the turn backs. One use of reserves that you have not considered is to reduce the levy.

Next Meeting---Jan 31: 5PM

Agenda item: five-year future look for SC & FC

6:25 PM

Ann Chang

Town of Acton Multi-Year Financial Model
 Prepared for Annual Town Meeting by Board of Selectmen, School Committee and Finance Committee

1/11/2013

Town of Acton Revenues	FY12 Recap	FY13	FY14	FY15	FY16
A. Revenues (GROSS)					
Tax Levy (excluding debt exclusion)	\$63,767	\$66,398	\$68,499	\$70,653	\$72,860
State Aid	\$12,089	\$12,684	\$12,485	\$13,109	\$13,764
EdJobs (Acton share of APS & ABRSD for school use in FY13)	\$0	\$0	\$0	\$0	\$0
Local Receipts	\$3,906	\$4,018	\$3,821	\$3,916	\$4,014
Debt Exclusion	\$3,073	\$3,051	\$2,962	\$2,936	\$2,907
SBAB Reimbursement	\$1,009	\$1,009	\$1,009	\$1,009	\$1,009
Total Revenues (including debt)	\$83,845	\$87,160	\$88,775	\$91,623	\$94,555
B. Debt Exclusion Debt Service					
APS School Debt Exclusion	\$611	\$615	\$614	\$616	\$617
Public Safety Facility Debt Exclusion	\$483	\$473	\$462	\$451	\$434
Municipal Debt Exclusion	\$378	\$343	\$244	\$230	\$222
JHS/SHS Debt Exclusion	\$1,601	\$1,620	\$1,642	\$1,639	\$1,633
SBAB Reimbursement-Parker/Damon	\$1,009	\$1,009	\$1,009	\$1,009	\$1,009
Total Debt Exclusion/SBAB	\$4,082	\$4,060	\$3,971	\$3,945	\$3,916
C. Available Town Revenues (NET) (A - B)	\$79,763	\$83,100	\$84,804	\$87,678	\$90,639
Town of Acton Expenditures					
Town of Acton Municipal Budget	\$25,061	\$25,959	\$26,863	\$28,206	\$29,616
Nursing Enterprise Fund Tax Subsidy	\$0	\$200	\$135	\$200	\$200
Transportation Enterprise Fund Tax Subsidy	\$75	\$206	\$215	\$206	\$206
+ Transfer to Acton Municipal for APS Debt	\$309	\$203	\$198	\$132	\$100
+ Transfer to Acton Municipal for COPS	\$72	\$0	\$0	\$0	\$0
Total Municipal Allocation	\$25,517	\$26,568	\$27,411	\$28,745	\$30,122
Percentage change year-to-year	1.81%	4.12%	3.17%	4.86%	4.79%
Acton Public Schools Allocation	\$26,495	\$26,765	\$27,336	\$28,362	\$29,820
- Transfer to Acton Municipal for APS Debt	(\$309)	(\$203)	(\$198)	(\$132)	(\$100)
- Transfer to Acton Municipal for COPS	(\$72)	\$0	\$0	\$0	\$0
Total APS Allocation	\$26,114	\$26,562	\$27,138	\$28,495	\$29,919
Percentage change year-to-year	0.79%	1.72%	2.17%	5.00%	5.00%
Town of Acton Portion of ABRSD Allocation	\$29,207	\$29,871	\$31,452	\$32,684	\$33,978
Percentage change year-to-year	1.24%	2.27%	5.29%	3.92%	3.96%
Total Minuteman Allocation	\$777	\$826	\$764	\$799	\$835
Annual Minuteman Allocation		\$802			
Acton Share of Trade Hall Remediation Project		\$24			
Percentage change year-to-year	27.80%	6.33%	-7.49%	4.50%	4.50%
Other Post Employment Benefits (OPEB) Trust Contribution	\$0	\$500	\$738	\$900	\$900
Town of Acton		\$310	\$432	\$559	\$559
Town of Acton Portion of ABRSD OPEB Contribution		\$190	\$306	\$341	\$341
Percentage change year-to-year			47.43%	22.00%	0.00%
Health Insurance Design Changes (TBD) (Acton Mun & APS & ABRSD)		\$0	\$0	(\$1,040)	(\$1,040)
D. Town of Acton Expenditures (NET)	\$81,615	\$84,328	\$87,503	\$90,582	\$94,714
E. Subtotal Town of Acton Projected Balance	(\$1,852)	(\$1,228)	(\$2,699)	(\$2,904)	(\$4,075)
F. Appropriation of Reserves (TOTAL)	\$1,853	\$1,606	\$2,065	\$2,052	\$2,006
G. Total Town of Acton Projected Balance	\$0	\$378	(\$634)	(\$852)	(\$2,069)
Town of Acton - Tax Impact	FY12	FY13	FY14	FY15	FY16
Existing Valuation ('000s)	\$3,641,550	\$3,641,550	\$3,664,461	\$3,686,678	\$0
New Growth value ('000s)	\$0	\$22,911	\$22,217	\$21,728	\$0
Total Valuation ('000s)	\$3,641,550	\$3,664,461	\$3,686,678	\$3,708,407	\$0
Tax Rate	\$18.55	\$19.13	\$19.56	\$20.02	\$0.00
SF Value	\$500,492	\$500,492	\$500,492	\$500,492	\$0
SF Tax Bill	\$9,284	\$9,574	\$9,790	\$10,019	\$0
% Change	2.61%	3.12%	2.25%	2.35%	0.00%
\$ Change	\$236.27	\$289.93	\$215.48	\$229.85	\$0.00

Highly volatile numbers
 Subject to change

1 of 10
 Sent 1/8/13
 Updated ALG 1/11/2013
 for ALG on 1/10/13

Summary

Location of Change (Sheet)	Subject Title	Amount	Explanation of why assumption changed	Date of Change	Proposor
Front Page Roll Up Front Page Roll Up	Health Insurance Design Changes (TBD) Reduction-Removed Town of Acton Portion of ABRSD OPEB Contribution	\$952 (\$267) <hr/> \$685	Assumption of Reduction Technical Correction-Now Correctly Subtracts Acton Portion of ABRSD OPEB	2-Nov-12 2-Nov-12	Don Aicardi Don Aicardi
Revenues-State Aid	Acton Public Schools-FY14 Chapter 70 estimate	\$519	Received new information on inflation factor from Roger Hatch from DESE on November 9, 2012, per ALG request updated FY14 estimate	9-Nov-12	Don Aicardi
Revenues-State Aid	Charter School Sending Tuition	\$30 <hr/> \$1,234	Reconciliation to current DRAFT Table 6 for FY14 ABRSD Budget	20-Nov-12	Don Aicardi
Town of Acton Portion of ABRSD Allocation Other Post Employment Benefits (OPEB) Trust Contribution	FY14 Budget FY14 Budget	(\$32) \$100	To Reflect upcoming recommendation of OPEB Task Force To Reflect upcoming recommendation of OPEB Task Force	11-Dec-12 11-Dec-12	Don Aicardi Don Aicardi
Front Page Roll Up Front Page Roll Up Front Page Roll Up Front Page Roll Up Front Page Roll Up	Town of Acton Municipal Budget Acton Public Schools Allocation Town of Acton Portion of ABRSD Allocation Town of Acton OPEB Contribution Total Minuteman Allocation	\$451 \$752 (\$393) \$62 \$74	To reflect recommended FY14 Budget submission To reflect recommended FY14 Budget submission To reflect recommended FY14 Budget submission To reflect recommended FY14 Budget submission To reflect change in estimated FY14 assessment per Jan. 7, 2013 e-mail	18-Dec-12 8-Jan-13 8-Jan-13 18-Dec-12 8-Jan-13	Steve Barrett Don Aicardi Don Aicardi Steve Barrett Don Aicardi
Revenues Increase/(Decrease) since last meeting?		\$946			

Proposor

Date of Change

Explanation of why assumption changed

Amount

Subject Title

Location of Change (Sheet)

2/16/2012 Meeting \$0

Updated ALG

Revenues

Tax Levy

	FY12 Recap	FY13	FY14	FY15	FY16
Base	\$ 63,020	\$ 64,898	\$ 67,048	\$ 69,149	\$ 71,303
Unused Levy Capacity	\$ (615)				
2 1/2%	\$ 1,576	\$ 1,625	\$ 1,676	\$ 1,729	\$ 1,783
New Growth	\$ 402	\$ 425	\$ 425	\$ 425	\$ 425
Prior Year Overlay Deficit Overlay	\$ (616)	\$ (650)	\$ (650)	\$ (650)	\$ (650)
Total Tax Levy (excluding debt exclusion)	\$ 63,767	\$ 66,398	\$ 68,499	\$ 70,653	\$ 72,860
Debt Exclusion	\$ 3,073	\$ 3,051	\$ 2,962	\$ 2,936	\$ 2,907
Total Tax Levy (including debt exclusion)	\$ 66,840	\$ 69,449	\$ 71,461	\$ 73,589	\$ 75,767

Tax Impact

	FY12 Recap	FY13	FY14	FY15	FY16
Existing Valuation ('000s)	\$ 3,641,550	\$ 3,641,550	\$ 3,664,461	\$ 3,686,678	\$ 3,708,407
New Growth value ('000s)	\$ -	\$ 22,911	\$ 22,217	\$ 21,728	\$ 21,230
Total Valuation ('000s)	\$ 3,641,550	\$ 3,664,461	\$ 3,686,678	\$ 3,708,407	\$ 3,729,636
Tax Rate	\$ 18.55	\$ 19.13	\$ 19.56	\$ 20.02	\$ 20.49
		3.12%	2.25%	2.35%	2.35%
SF Value	\$ 500,492	\$ 500,492	\$ 500,492	\$ 500,492	\$ 500,492
SF Tax Bill	\$ 9,284	\$ 9,574	\$ 9,790	\$ 10,019	\$ 10,255
% Change	2.61%	3.12%	2.25%	2.35%	2.35%
\$ Change	\$ 236	\$ 290	\$ 215	\$ 230	\$ 235

Debt Exclusion & SBAB Income

	FY11 Actual	FY12 Actual	FY13	FY14	FY15	FY16
Debt on APS	\$1,593	\$1,601	\$1,620	\$1,642	\$1,639	\$1,633
Debt on JHS/SHS	\$394	\$378	\$343	\$244	\$230	\$222
Debt on PSF	\$492	\$483	\$473	\$462	\$451	\$434
Total Debt Exclusions	\$3,098	\$3,073	\$3,051	\$2,962	\$2,936	\$2,907
SBAB Reimbursement - Parker Damon	\$1,009	\$1,009	\$1,009	\$1,009	\$1,009	\$1,009
Total Debt Exclusions + SBAB Reimb	\$4,107	\$4,082	\$4,060	\$3,971	\$3,945	\$3,916

Other Post Employment Benefits (OPEB) Trust Contribution

Town of Acton

Town of Acton Portion of ABRSD Contribution

Total OPEB Trust Contributions

	FY13	FY14	FY15	FY16
Town of Acton	\$310	\$432	\$559	\$559
Town of Acton Portion of ABRSD Contribution	\$190	\$306	\$341	\$341
Total OPEB Trust Contributions	\$500	\$738	\$900	\$900

	FY11 Recap	FY12 Recap	FY13	FY14	FY15	FY16
Revenues						
State Aid	\$ 6,261	\$ 6,190	\$ 6,583	\$ 6,474	\$ 6,798	\$ 7,138
Charter Sheet	\$ 5,749	\$ 5,900	\$ 6,101	\$ 6,010	\$ 6,311	\$ 6,626
Regional Revenue (Acton Share)	\$ 12,010	\$ 12,089	\$ 12,684	\$ 12,485	\$ 13,109	\$ 13,764
Total State Aid						

	FY09 Cherry Sheet	FY10 Cherry Sheet	FY11 Cherry Sheet	FY12 Cherry Sheet	FY13 Cherry Sheet	FY14 Cherry Sheet FINAL	FY14 Estimate	Variance-FY13 Final vs. FY14 Estimate
Acton								
Chapter 70	\$5,228,141	\$5,123,578	\$5,160,527	\$5,188,231	\$5,188,231	\$5,537,500	\$5,428,735	-2%
SFSF Stimulus	\$0	\$357,131	\$0	\$0	\$0	\$0	\$0	
Subtotal Ed Aid	\$5,228,141	\$5,480,709	\$5,160,527	\$5,188,231	\$5,188,231	\$5,537,500	\$5,428,735	(\$108,765)
Charter Tuition Reimbursements	\$11,331	\$5,967	\$3,880	\$9	\$9	\$9,145	\$9,145	
School Lunch	\$12,013	\$12,013	\$9,996	\$11,212	\$11,212	\$10,872	\$10,872	
Lottery, Beano & Charity Games	\$1,484,039	\$0	\$0	\$0	\$0	\$0	\$0	
General Fund Supplemental to Hold Harmless Lottery	\$227,222	\$0	\$0	\$0	\$0	\$0	\$0	
Additional Assistance	\$29,696	\$0	\$0	\$0	\$0	\$0	\$0	
Unrestricted General Government Aid	\$0	\$1,232,453	\$1,183,155	\$1,097,608	\$1,183,155	\$1,183,155	\$1,183,155	
Unrestricted General Government Aid-Supplemental	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Police Career Incentive	\$118,000	\$18,748	\$9,245	\$0	\$0	\$0	\$0	
Veterans Benefits	\$8,286	\$20,782	\$35,498	\$42,560	\$43,479	\$43,479	\$43,479	
Exemptions: Vets, Blind, Surviving Spouses & Elderly	\$38,932	\$37,687	\$38,099	\$36,566	\$37,264	\$37,264	\$37,264	
State Owned Land	\$62,997	\$56,752	\$51,904	\$53,760	\$53,777	\$53,777	\$53,777	
Public Libraries	\$33,363	\$25,937	\$25,729	\$25,780	\$26,691	\$26,691	\$26,691	
Subtotal-Other	\$2,025,879	\$1,410,339	\$1,357,506	\$1,267,495	\$1,364,383	\$1,364,383	\$1,364,383	\$0
Mosquito Control Projects	(\$52,897)	(\$53,264)	(\$52,842)	(\$54,053)	(\$57,881)	(\$57,881)	(\$57,881)	
Air Pollution Districts	(\$6,571)	(\$6,601)	(\$6,749)	(\$7,048)	(\$7,354)	(\$7,354)	(\$7,354)	
Metropolitan Area Planning Council	(\$6,034)	(\$6,159)	(\$6,270)	(\$6,461)	(\$6,907)	(\$6,907)	(\$6,907)	
RMV Non-Renewal Surcharge	(\$8,820)	(\$9,740)	(\$8,860)	(\$14,520)	(\$8,100)	(\$8,100)	(\$8,100)	
MBTA	(\$107,610)	(\$108,703)	(\$107,508)	(\$107,395)	(\$73,959)	(\$73,959)	(\$73,959)	
Regional Transit	(\$22,908)	(\$23,481)	(\$24,068)	(\$24,670)	(\$68,565)	(\$68,565)	(\$68,565)	
Special Education	\$0	(\$1,056)	\$0	\$0	(\$58,460)	(\$58,460)	(\$58,460)	
School Choice Sending Tuition	(\$15,000)	(\$7,650)	(\$221,297)	(\$15,000)	(\$281,226)	(\$281,226)	(\$281,226)	\$0
Subtotal-Less Assessments	(\$219,840)	(\$225,654)	(\$35,725)	(\$36,992)	(\$37,563)	(\$37,563)	(\$37,563)	\$0
Library and School Lunch Direct Aid (Cherry Sheet Offsets)	\$7,034,180	\$6,665,394	\$6,261,011	\$6,189,587	\$6,583,094	\$6,474,329	\$6,474,329	(\$108,765)
Net Cherry Sheet-Town of Acton								
Acton-Boxborough								
Chapter 70	\$5,413,736	\$5,305,461	\$5,492,159	\$5,622,000	\$5,747,029	\$5,747,029	\$5,687,509	(\$59,520)
Regional School Transportation	\$622,353	\$488,864	\$479,959	\$527,151	\$613,339	\$613,339	\$613,635	\$296
Charter Tuition Reimbursements	\$113,901	\$63,297	\$87,963	\$34,945	\$87,556	\$87,556	\$88,576	\$1,020
Charter School Sending Tuition	(\$328,937)	(\$281,507)	(\$311,279)	(\$284,542)	(\$347,077)	(\$347,077)	(\$379,423)	(\$32,346)
School Choice Sending Tuition								
Net Cherry Sheet-Acton Portion of Acton/Boxborough	\$5,821,053	\$5,576,115	\$5,748,802	\$5,899,554	\$6,100,847	\$6,010,298	\$6,010,298	(\$90,549)
								\$28,301

Percentage of Acton Portion	81.61%
	83.20%
	81.61%
	81.61%

	FY11 Recap	FY12 Recap	FY13	FY14	FY15	FY16
Local Receipts						
Excise Taxes	\$ 2,515	\$ 2,600	\$ 2,620	\$ 2,600	\$ 2,665	\$ 2,732
Fees	\$ 999	\$ 1,101	\$ 1,228	\$ 1,101	\$ 1,128	\$ 1,157
Miscellaneous Non-Recurring	\$ 84	\$ 86	\$ -	\$ -	\$ -	\$ -
Investment Income	\$ 190	\$ 120	\$ 170	\$ 120	\$ 123	\$ 126
Total Local Receipts	\$ 3,788	\$ 3,906	\$ 4,018	\$ 3,821	\$ 3,916	\$ 4,014

	FY08 Recap	FY09 Recap	FY10 Recap	FY11 Recap	FY12 Recap
Motor Vehicle Excise	\$2,690,300	\$2,865,000	\$2,514,503	\$2,514,503	\$2,600,000
Penalties and Interest on Taxes and Excises	\$140,200	\$180,000	\$148,573	\$148,573	\$106,500
Payments In Lieu of Taxes	\$11,500	\$11,500	\$11,934	\$11,934	\$11,800
Other Charges For Services	\$115,800	\$125,000	\$23,779	\$23,779	\$19,800
Fees	\$338,100	\$360,000	\$0	\$0	\$0
Misc	\$0	\$0	\$37,050	\$0	\$0
Other Departmental Revenue	\$93,100	\$135,000	\$765,587	\$667,872	\$900,600
Licenses and Permits	\$177,700	\$200,000			
Fines and Forfeits	\$127,600	\$160,000	\$146,812	\$146,812	\$62,100
Fees	\$1,004,000	\$1,171,500	\$1,133,735	\$998,971	\$1,100,800
Investment Income	\$723,700	\$360,750	\$190,210	\$190,210	\$120,000
Miscellaneous Non-Recurring	\$0	\$0	\$0	\$83,919	\$85,547
Local Receipts-TOTAL	\$4,418,000	\$4,397,250	\$3,838,448	\$3,787,603	\$3,906,347

FY13 Projected	FY14 Projected
\$2,520,000	\$2,600,000
\$148,573	\$106,500
\$11,934	\$11,800
\$23,779	\$19,779
\$0	\$0
\$0	\$0
\$899,090	\$900,600
\$146,812	\$62,100
\$1,228,243	\$1,100,779
\$175,000	\$120,000
\$0	\$0
\$4,018,243	\$3,820,779

A. Beginning Reserve Position

Certified Free Cash From Last Fully Completed Fiscal Year
 Free Cash Voted Oct. 12, 2011 STM Vote
 Free Cash Voted Oct. 25, 2011 STM Vote
 Free Cash Voted Nov. 30, 2011 STM Vote
 Free Cash Voted April, 2012: Article 10 Transportation ATM Vote
 Free Cash Voted April, 2012: Article 10 Nursing ATM Vote
 Free Cash Voted April, 2012: Article 16 AFSCME Mediation Settlement ATM Vote
 Free Cash Voted April, 2012: Article 17 AFSCME Mediation Settlement ATM Vote

Subtotal Certified Free Cash

NESWC Available Balance
 Action Portion of Certified E&D from Last Fully Completed Fiscal Year
Total- Beginning Reserve Position

	For FY12 Use (thru June 30, 2010 close)	For FY13 Use (generated thru FY11 close)	For FY14 Use Estimated	For FY15 Use Estimated	For FY16 Use Estimated
	\$4,660	\$5,933	\$7,080	\$6,418	\$5,756
	(\$257)	\$0	\$0	\$0	\$0
	(\$170)	\$0	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0
	\$0	(\$40)	\$0	\$0	\$0
	\$0	(\$100)	\$0	\$0	\$0
	\$0	(\$145)	\$0	\$0	\$0
	\$0	(\$28)	\$0	\$0	\$0
	\$4,224	\$5,620	\$7,080	\$6,418	\$5,756

B. Actual Annual Use Of Reserves Used In Budget

Certified Free Cash
 NESWC
 Action Portion of Certified E&D

Total- Actual Annual Use of Reserves Used In Budget

Annual Percentage Of Reserves Used to Support Annual Budget?

Budget-FINAL	FY12	FY13	FY14	FY15	FY16
	\$1,000	\$488	\$912	\$912	\$912
	\$576	\$391	\$525	\$525	\$479
	\$277	\$419	\$628	\$615	\$615
	\$1,853	\$1,298	\$2,065	\$2,052	\$2,006
	2.27%	1.54%	2.36%	2.27%	2.12%

C. Assumption of Reserve Replenishment Generated in Prior Fiscal Year

Townwide Fiscal Year Turnbacks & Excess Revenues
 Town Savings from Reducing Action Portion for ABRSD By Close of FY12 (5% Cap)
 FY12 Tax Title Principal & Interest
 Unused Warrant Articles, Land Titles
 NESWC
 Anticipation of Returning Action Portion of ABRSD E & D By Close of FY12 (over 5% Cap)
 ABRSD Fiscal Year Turnbacks-Action Portion

Total- Assumption of Reserve Replenishment

	(thru June 30, 2011 close)	(thru June 30, 2012 close)	(thru June 30, 2013 close)	(thru June 30, 2014 close)	(thru June 30, 2015 close)
	\$2,709	\$1,348	\$250	\$250	\$250
	\$0	\$0	\$0	\$0	\$0
	\$0	\$600	\$0	\$0	\$0
	\$0	\$0	\$0	\$0	\$0
	\$0	\$61	\$0	\$0	\$0
	(\$253)	\$0	\$0	\$0	\$0
	\$672	\$217	\$300	\$300	\$300
	\$3,128	\$2,476	\$550	\$550	\$550
		\$1,178	1038		

D. Year End Available Balance (A Minus B Plus C)

Free Cash
 NESWC
 DOR Certified E&D Available Balance-Action Portion
Total-Year End Available Balance

Projected Year End Available Balance As A Percentage of Annual Budget?

Thru Close of FY11; (Available for FY13)	Thru Close of FY12; (Available for FY14)	Thru Close of FY13; (Available for FY15)	Thru Close of FY14; (Available for FY16)	Thru Close of FY15; (Available for FY17)
\$5,933	\$7,080	\$6,418	\$5,756	\$5,094
\$1,859	\$1,529	\$1,004	\$479	\$0
\$1,507	\$1,538	\$1,209	\$894	\$579
\$9,300	\$10,147	\$8,632	\$7,130	\$5,674
11.39%	12.03%	9.86%	7.87%	5.99%

9 of 10

Summary of Municipal Allocation

	FY12 FINAL	FY13 BUDGET	FY14 IN PROGRESS	Variance	% Change
Municipal Budget	\$25,061	\$25,959	\$26,863		
STM Votes	\$0	\$0	\$0		
SBAB	\$1,009	\$1,009	\$1,009		
APS Debt	\$611	\$615	\$614		
Municipal Debt	\$378	\$343	\$244		
PSF Debt	\$483	\$473	\$462		
Nursing Enterprise Tax Subsidy	\$0	\$200	\$135		
Transportation Enterprise Tax Subsidy	\$75	\$206	\$215		
APS Debt Transfer in	\$309	\$203	\$198		
Town of Acton OPEB	\$0	\$310	\$432		
COPS in School Transfer in	\$72	\$0	\$0		
Total Operating Budget	\$27,998	\$29,317	\$30,172	\$855	2.9%

Breakout of APS Allocation

Operating Budget	\$26,495	\$26,765	\$27,336		
Less APS Debt Transfers out	(\$309)	(\$203)	(\$198)		
Less COPS in School Transfers out	(\$72)	\$0	\$0		
Net Operating Budget	\$26,114	\$26,562	\$27,138	\$575	2.2%

Breakout of ABRSD Allocation

Operating Budget	\$29,207	\$30,061	\$31,452		
Operating Budget-OPEB			\$306		
Debt	\$1,601	\$1,620	\$1,643		
Total Budget	\$30,808	\$31,681	\$33,401		
Less Regional Revenue	(\$5,805)	(\$5,867)	(\$6,011)		
Less E&D	(\$277)	(\$621)	(\$628)		
Net Operating Budget	\$24,726	\$25,193	\$26,762	\$1,568	6.2%

Breakout of Minuteman Allocation

Operating Budget	\$777	\$802	\$764		
Capital & Subsidy	\$0	\$24	\$0		
Total Operating Budget	\$777	\$826	\$764	-\$62	-7.5%

Allocation of Revenues

	FY12 FINAL	FY13 BUDGET	FY14 IN PROGRESS
Municipal	35.2%	35.8%	35.6%
Schools	64.8%	64.2%	64.4%
	100.0%	100.0%	100.0%

Check of Totals

Budget Expenses (from numbers on this page linked to ALG page)	\$79,615	\$81,899	\$84,836		
ALG Total Revenues	\$83,845	\$87,160	\$88,775		
Less Regional Revenues Used To Support Budget	(\$5,805)	(\$5,867)	(\$6,011)		
Less E&D Used To Support Budget	(\$277)	(\$621)	(\$628)		
ALG Spending Supported By Reserve Use	\$1,853	\$1,606	\$2,065		
	\$79,615	\$82,277	\$84,201		
Difference	\$0	\$378	(\$634)		
		\$378	(\$634)		

DOUBLECHECK TO FRONT

6.5.1

Note: Because this is a large file, it is posted as a separate document after the 1/8/13 JT SC packet.

6.5 FY 14 Budget Update- *Steve Mills, Don Aicardi*

6.5.1 APS Prelim Budget by Character Code – Summary and Detail

**ACTON PUBLIC and ACTON-BOXBOROUGH REGIONAL
SCHOOL COMMITTEES
Meeting Agenda**

**Library
R.J. Grey Junior High School**

**Saturday, January 26, 2013
Coffee 8:30 a.m.**

**9:00 a.m. – 1:45 p.m. Joint and ABR SC Budget Presentations
1:45 – 2:45 Acton Public SC Budget Presentations**

APS and ABRSD FY'14 Budget Presentations

- 9:00 Superintendent's Introduction Steve Mills (15)
- 9:15 FY'13 Budget Overview Don Aicardi (20)
- 9:35 Human Resources Marie Altieri (15)
- 9:50 Pupil Services Liza Huber (Overview & AB 40)

- 10:30 BREAK (15)

- 10:45 Prof Dev / Curriculum Deborah Bookis (45)
- 11:30 Junior and Senior High Andrew Shen (10) / Alixe Callen (20)

- 12:00 LUNCH

- 12:45 Facilities JD Head (15)
- 1:00 Educational Technology Amy Bisiewicz (15)
- 1:15 Community Education Erin Bettez (15)

- 1:30 ABRSC Budget Discussion (15)

AB Regional School Committee adjourns / APS SC Meeting continues - 10 min break

- 1:55 Acton Public Schools (K-6) Steve Mills – introduction
Liza Huber (15 APS, then 30 for principals)
Damian Sugrue – Conant Principal
Christopher Whitbeck – Douglas Principal
Lynne Newman – Gates Principal
David Krane – McCarthy-Towne Principal
Edward Kaufman – Merriam Principal
Priscilla Kotyk – Assistant Principal
Matthew McDowell – Assistant Principal

- 2:40 APSC Budget Discussion (15)
- 2:55 Adjourn

Balance of FY'14 School Budgets Schedule

1/8/13	Preliminary budgets to APS and AB Regional School Committees released Presentation of FY'14 ABRSD Budget & Discussion
1/17/13	Presentation of FY'14 APS Budget & Discussion
1/26/13	Joint School Committee Saturday All-Day Session with presentations by school leaders; Selectmen / Finance Committee / public at large all encouraged to attend
2/7/13	AB Regional School Committee budget hearing (required by law) - <i>Possible Budget Vote & Acton and Boxborough Finance Committees / Review / Comments to School</i>
2/14/13	APS School Committee budget hearing (required by law) - <i>Possible Budget Vote</i> Possible Joint School Committee meeting if vote needed on Regional budget/assessments (2/18/13 is deadline to vote according to Regional Agreement)
3/7/13	AB SC Meeting
3/21/13	APS School Committee Meeting
3/28/13	Joint Acton/Acton-Boxborough SC Meeting
4/1/13	Acton Town Meeting begins
4/29/13	Special Town Meetings in Acton and Boxborough for Regionalization
5/3/13	Boxborough Town Meeting begins

Acton Public School District

School Committee Meeting
January 17, 2013

1

APS FY' 14 Preliminary Budget

Superintendent's Introduction

Introduction

The Public School Budget Must Be:

- a) A Statement of Values
- b) The Product of Teamwork
- c) Transparent

Introduction

1. Long Range Strategic Plan
2. Investment Budget
3. Sound Financial Management

APS FY'14 Preliminary Budget

Direction for FY'14:

1. Calculate Level Service with an eye on all possible savings;
2. Investment Budget linked to Long Range Strategic Plan.

5

APS FY'14 Preliminary Budget

Acton Leadership Group
prepares Town of Acton
Financial Allocation Document

6

APS FY'14 Preliminary Budget

ALG Review Still In Progress:

- Reviewing our FY'14 revenue estimates?
- Tax levy currently at full allowable amount
- Reviewing our FY'14 Local Receipts trends?
- Governor's State Budget – week of January 28th

7

APS FY'14 Preliminary Budget

ALG Spreadsheet (Deficits)/Surpluses:

October 16, 2012	(\$1, 235m)
November 7, 2012	(\$967k)
November 27, 2012	(\$1,516m)
December 13, 2012	(\$1,579m)
January 10, 2013	(\$634k)

APS FY'14 Preliminary Budget

First Part: High Level

9

APS FY'14 Preliminary Budget

Can we afford a \$27m budget at this time?

10

APS FY'14 Preliminary Budget

What amount of reserves is prudent to use in this year's budget?

What is our comfort level with the replenishment rate?

11

FY'14 Preliminary Budget

Use of Reserves

12

Review of Reserves (Acton Only)

FY	Beginning Balance	Used	Returned	Actual Net Inc	Ending Balance
11	\$8.02m	(\$1.8m)	\$3.1m	\$1.3m	\$9.3m
12	\$9.3m	(\$1.61m)	\$2.4m	\$800k	\$10.1m
13	\$10.1m	(\$1.22m)	????	????	\$?????

13

Review of Total Acton Reserves

Beginning Balance of Reserves:

Entering FY'12 (thru FY'10): \$8.02m

Entering FY'13 (thru FY'11): \$9.3m

Entering FY'14 (thru FY'12): \$10.1m

14

Use of Acton Reserves
From FY'12 Actual to FY'14 Proposed

FY'11 for <u>Operating</u> Budget:	\$2.5m
FY'12 for <u>Operating</u> Budget:	\$1.8m
FY'13 for <u>Operating</u> Budget:	\$1.2m
FY'14 for <u>Operating</u> Budget (Current):	\$2.0m

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APS FY'14 Preliminary Budget

APS FY'14 Budget

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APS FY'14 Preliminary Budget (in thousands)

	APS
FY'13 Final	\$26,562
FY'14 Preliminary Budget	\$27,130
\$ Change from Final FY'13	\$569
% Change from Final FY'13	2.14%

17

APS FY'14 Preliminary Budget

FY'10 to FY'11 Annual increase?	0.61%
FY'11 to FY'12 Annual increase?	0.78%
FY'12 to FY'13 Annual increase?	1.72%*
FY'13 to FY'14 Annual increase?	2.14%

**Decreased 1.37% by \$358,000 Federal EdJobs Grant*

18

APS FY'14 Preliminary Budget

APS Level Service Budget	.48%
Increase Due to Loss of FY'13 EdJobs	.79%
Investment Budget Recommendations	<u>.87%</u>
FY'14 APS Preliminary Budget	2.14%

19

Current FY' 14 APS Level Service

- 2.5% total salary increase estimated for all employees including steps, lanes, longevity and Supermax for teachers
- Moves current FY'13 staff forward into FY'14
- Accounts for any loss in grants used to support FY'13 Budget (IDEA, Title 2A)
- Health Insurance: HMO 75/25%, Indemnity 50%/50%
- Health Insurance estimate 9% rate increase due to a combination of market rates and recent claims history (initial estimate by Health Insurance Trust; still under consideration) (currently a 13% increase budget impact due to loss of federal EdJobs funds used in FY'13)
- Continuing "Realistic" budgeting whenever possible to reflect actual trends and to improve analysis

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Current FY'14 APS Level Service (Continued)

- Medicare FY'13 estimated increase by 9%
- Circuit Breaker reimbursement assumed at final FY'13 level of 65% (\$459k)
- CASE Tuition Assessment-level from FY'13
- CASE Transp Assessment-level from FY'13
- Unemployment Insurance (-10k decrease)
- ERI Estimate (+174k increase)
- Bus Leases (2nd Year of 5 Year Lease) (+11k increase)
- SPED Tuition (+46k increase)

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APS FY'14 "Investment Budget"

What will we be monitoring over the next several months?

22

FY' 14 APS Budget Items To Be Closely Monitored In Coming Months

- Chapter 70: Assuming full Foundation Budget
- Current Assumption: State Aid based on final FY'13 Cherry Sheet
- Circuit Breaker Reimbursement? (**\$459k**) (currently estimated at 65%)
- Health Insurance Trust/Rates for FY'14 (currently at **9%**)?
- Energy Savings – more decreases due to decreasing usage?
- Are there opportunities, if appropriate, to move positions over to Special Revenue accounts?
- Legal Expenses-continuing to closely monitor due to change?

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APS FY' 14 Preliminary Budget

What is the amount above level service that we are willing to support this year?
How much of the FY'14 Investment Budget should be approved?

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APS FY'14 Preliminary Budget

FY'14 Investment Budget Requests

25

APS FY'14 Preliminary Budget Investment Budget Requests

Staff: .5 FTE Assistant Principal Douglas School (\$43k)
(LRSP Goals #1, 2, 3)
.6 FTE ELL Teacher (\$32k) *(LRSP Goals #1, 2)*
1.0 FTE Psychologist (\$62k) *(LRSP Goal #1)*

Other: Professional Development (\$93k)
(LRSP Goals #2, 3)

Specific "Added Value" will be presented by
Principals on Budget Saturday

TOTAL: \$230k

26

Current Unaddressed Needs

27

APS FY'14 Preliminary Budget Requests *not included in budget*

K-6 Assistant Principals (2.5 FTEs)

Move half time Assistant Principals to full time in response to new evaluation system.

Classroom Assistants (\$108k)

Third year addition to Classroom Assistants.

K-6 ELA Coordinator/Literacy Coach

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**Non-Level Service FY' 14 Highlighted Capital Budget
Requests – APS Small Capital & Technology Needs**
not included in budget

Gates: Asbestos Removal Classroom & Reading Room (Last two rooms at Gates with carpet)	\$9,000
Gates: Desks & Chairs Replacement (not replaced in 10 years)	\$10,000
Conant: Main Office Renovation	\$20,000

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School Committee FY' 14 Budget Schedule

Upcoming Schedule

30

Balance of School Committee FY' 14 Budget Schedule

- 1/17/13 Presentation of FY'14 APS Budget & Discussion
- 1/26/13 Joint School Committee Saturday All-Day Session with presentations by school leaders; Selectmen / Finance Committee / public at large all encouraged to attend
- 2/7/13 AB Regional School Committee budget hearing (required by law) - *Possible Budget Vote* & Acton and Boxborough Finance Committees / Review / Comments to School
- 2/14/13 APS School Committee budget hearing (required by law) - *Possible Budget Vote*
Possible Joint School Committee meeting if vote needed on Regional budget/assessments (2/18/13 is deadline to vote according to Regional Agreement)

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Balance of School Committee FY' 14 Budget Schedule

- 3/7/13 AB SC Meeting
- 3/21/13 APS School Committee Meeting
- TBD Boxborough warrant goes to printer
- 3/28/13 Joint Acton/Acton-Boxborough SC Meeting
- 4/1/13 Acton Town Meeting begins
- 5/3/13 Boxborough Town Meeting begins

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Saturday, January 26th

9 a.m. – 3 p.m.

R.J. Grey Junior High Library

School Department Budget Presentation

by Department for Public Input

Staff Presentations

School Committee Questions

Public Input

-

To: Acton-Boxborough Regional School Committee
From: Xuan Kong
Date: January 4, 2013
Subject: Regional Assessment Method

As a part of discussion at regional school district study committee, Mr. Lenox (attorney for the study committee) offered the following input to the study committee on regional assessment issues. The discussion applies to both current regional agreement (and its assessment formula) and any possible future agreement for an expanded region.

***** Mr. Lenox's Discussion *****

As you know from a prior e-mail, I put my response to Xuan's question below on hold so that I could get more clarity concerning the assessment method that has been used by the Acton Boxborough Region up until now. To that end, I have had conversations with A-B Business Manager Don Aicardi and with Christine Lynch at DESE.

Because I know that you may want to send this e-mail to other members of the Planning Board, allow me to lay a bit of a foundation. All regional agreements in MA necessarily contain "assessment" language (i.e., language which establishes how the funding of the district's expenditures will be apportioned among the member communities). The most common form of assessment language is based upon some variation of student enrollment. As part of the Education Reform Act of 1993, the Legislature created the concept of "minimum local contributions", which are established by the Commissioner of Education using a very complicated formula, to insure that all municipalities will annually contribute at least a certain minimum amount in support of their public schools, whether those school systems are free-standing municipal school systems or regional school systems, or both. Partly in recognition of the fact that assessment language in regional agreements was written and agreed to years before the Education Reform Act, the Legislature created two methods that a district might follow in making their assessments. DESE, through regulations, has more clearly enunciated these options than the Legislature did in its statutory language. Districts are able to choose between the so-called "statutory assessment method" and the so-called "alternative assessment method." At the risk of over-simplifying, under the statutory assessment method each of the member towns pays its "required local contribution" as established by the Commissioner, and then on top of that pays an additional assessment which is allocated pursuant to the assessment provisions in the regional agreement. Under the alternative assessment method, the entire assessment is calculated pursuant to the assessment provisions in the regional agreement. The alternative assessment method may be used so long as the sum of the required local contributions of the member towns as established by the Commissioner is not decreased, and so long as the use of the alternative assessment method is approved for that year by a vote at each of the member's Town Meeting. These two methods can yield distinctly different results.

The Acton Boxborough region has historically utilized the alternative assessment method. That is, the total assessments paid by Acton and by Boxborough have historically been calculated on the basis of the assessment formula that appears in the regional agreement. This has been permissible because both towns have historically appropriated funds well in excess of the

required local contribution, AND because both town meetings have always approved the assessments that have been calculated using the alternative assessment method. What I have clarified with Christine Lynch is that DESE deems a favorable vote on an assessment which has been made via the alternative assessment method as tantamount to a vote to accept the use of the alternative assessment method for that year. Xuan's question, however, is what would happen in a year (either before or after the expansion of the region) in which one or both of the towns fail to appropriate the assessment that has been calculated via the alternative assessment method. The answer to this question, which I have confirmed with Christine Lynch, is as follows.

Chapter 71, Section 16B, is the statute that addresses the approval of regional school budgets. This statute requires that, regardless of whether the statutory assessment method or the alternative assessment method is used, no fewer than 2/3 of the communities that are members of the region must approve the region's budget. A vote to appropriate the member's assessment is taken to be a vote to approve the budget. In a two-member district like A-B, the need for a 2/3 majority in effect means that both communities must appropriate their assessment, or else the budget is not taken to have been approved. If one of the two towns were to fail to appropriate its assessment, Section 16B says that the issue goes back to the regional school committee (the "RSC"). The RSC, following the timelines and process that appears in the sixth paragraph of Section 16B, can either resubmit the same proposed budget using the same assessment method, lower the overall budget and recalculate the assessments, or, if the alternative assessment method is what had been originally used, the RSC could change to the statutory assessment method and recalculate the assessments using that approach. In any event, once the budget is resubmitted, each town must hold another town meeting. If both of the towns appropriate the requested assessments, the budget is passed and the problem is solved. If on the other hand, one or both of the towns fail to appropriate their assessment, the seventh paragraph of Section 16B requires that a "district-wide meeting" open to all registered voters of each town be held. If a majority of the voters at this district-wide meeting vote in favor of the budget, then the budget is passed. If a majority of the voters at the district-wide meeting do not approve the budget, or if this meeting cannot be scheduled before July 1 of the year in question, the Commissioner will establish a 1/12 budget for each of the months between July and the end of November while there still is no approved budget. If there is no approved budget by December 1, DESE will assume control of the district, and funds necessary for the running of the district will be deducted from state aid which would normally be distributed to the towns. A very important point that Christine Lynch emphasized, however, and which is relevant to Xuan's question, is that if a district-wide meeting is held, the budget that is placed before the meeting MUST be calculated using the statutory assessment method.

It may be that my answer above will stimulate other questions. If so, let me know.

Best regards.

Ed Lenox

Edward F. Lenox Jr., Esq.
MURPHY, HESSE, TOOMEY & LEHANE, LLP



Town of ACTON, MASSACHUSETTS



6.6.2
(draft
response
in addendum)

December 18, 2012

Dear Members of the Acton Public School Committee,

The Acton Finance Committee has had the opportunity to discuss some of the issues related to a proposal to expand our current Regional School District with Acton and Boxborough to include grades K through 6. Peter Ashton and Xuan Kong (representing the Regional Study Committee) presented to our committee at our November 29 meeting, and we followed that with a discussion among ourselves at our December 11 meeting. We concluded that we had some open questions, and thought these best directed to the Acton Public School Committee. We'd appreciate your written response at your earliest convenience, as this will guide our thinking on the subject in the weeks and months ahead.

1. Please identify and describe the specific educational benefits for Acton elementary students and families that will come with adding the Blanchard School to the five Acton elementary schools. If there are measurable benefits, please state how these will be measured.
2. When the Regional Study Committee presented to us in November, there were concerns expressed about why staff was being added to make the regionalization feasible. At our most recent meeting, our representative to the study committee, Bob Evans, indicated that there had been some new thinking about these staffing changes, and the savings had increased to approximately \$900,000. Please describe the staffing changes currently included in the regionalization plan, and indicate the educational rationale for these additions and subtractions.
3. One area that was discussed was the statement that the administration currently duplicates some tasks for each district (Acton, Acton-Boxborough, Boxborough), such as state reporting, special education compliance, etc. Could you elaborate how this improved efficiency will improve the educational experience for students, or what other efficiencies might be enabled and please provide several specific examples?
4. Several members of the Finance Committee expressed concern that regionalizing K-12 would result in a "loss of control" over budgets; two-thirds of the funds expended in each town would now be handled with an assessment

which can only be voted up or down at Town Meeting. As elected representatives from Acton, have members of the Acton School Committee discussed how to respond to this concern? Would it be your intent to continue to participate in shared budget development through the Acton Leadership Group process? What other assurances could you offer to assuage this concern?

5. Finally, if budget savings are attained as described by the Regional Study Committee, what would be the intent of the Acton Public School Committee about what to do with these savings? Is it the intent of the School Committee to shift these funds to municipal priorities and hence shift the split; would the savings be reinvested by the schools; would the money be returned to the taxpayers by taxing at less than the full amount allowed under Prop 2½, or is there another alternative as to what would happen with this savings?

We appreciate your thoughtful response to our questions, and recognize that this is a busy time of year for all of us as we embark on a new budget cycle and try to wind down for some time with family and friends over the winter holidays.

Doug Tindal, Chairman
On behalf of the Acton Finance Committee

6.6.2
A

January 15, 2013

Dear Members of the Acton Finance Committee:

We are writing in response to your December 18, 2012 letter related to the proposal to expand our current Regional School District with Acton and Boxborough. We appreciate your request for more information in order to better understand the benefits of full regionalization. Our answers below correlate with your numbered questions.

1. Identify and describe the specific educational benefits for Acton elementary students and their families.

The educational benefits for the children and families include a district English Language Arts specialist to support that instruction in all six schools, continued support of a Science/Social Studies District curriculum specialist, increased support of English Language Learner (ELL) students, additional space for specialized special education programs, a certified librarian to support all six schools and access to the Blanchard School music and drama programs to Acton students.

To fully understand the educational benefits of regionalization, one first needs to understand the organizational and financial benefits.

Currently, there are three payroll offices, three purchasing offices, two superintendents, two business managers, and two special education directors. There are three separate and distinct school systems. All school districts in Massachusetts are required to submit approximately 110 reports to the Department of Elementary and Secondary (DESE) annually. To submit these reports once, as opposed to three times, would save a tremendous amount of time and energy that could be used to support the educational programs. Additionally, all three separate districts are occasionally required to participate in extensive financial and educational audits. One example is the Coordinated Program Review (CPR). This audit is extremely labor intensive and requires dozens of hours of work on the part of our staff. Again, the school districts have to do these audits three times, rather than once. The benefits of the additional time that would be available for our administrators to be in the schools, in the classrooms and leading professional development is an exciting possibility. While it may not be collectible on a balance sheet, this does not negate the immense value it would hold in educational benefits.

2. Describe the staffing changes currently included in the regionalization plan and indicate the educational rationale.

The original staffing plan was done very early in the process. With a better understanding of the BPS (Blanchard Public School) staffing level we concluded that

some proposed positions are no longer needed in order to maintain the education standard. The original plan included a new ELA curriculum specialist. The BPS has two full time Reading/ELA curriculum specialists. One of those positions could continue to provide direct service to students similar to the Reading Specialists that exist in the Acton Public Schools (one per school). The second position could be converted into district-wide ELA curriculum specialist. The curriculum specialist will oversee reading specialists from all six elementary schools, provide professional learning, etc. This would give an added educational value to APS, while preserving the current support at BPS.

A second position that was described as an addition to the expanded region was a network manager. APS/AB currently has a network manager. BPS utilizes a portion of the Town of Boxborough network manager as well as 19 hours of a desktop technician. We believe that if we could have one or both of the Boxborough positions continue to provide support, the Regional EdTech department could incorporate the BPS staffing and responsibilities for the additional school.

The original staffing plan had an additional .2 Special Education Coordinator. We believe that we would not need to add this staff. The special education coordination could be accomplished through current positions at BPS and/or APS/AB. For example, BPS currently has a .8 Special Education Chairperson. This position could provide the necessary Special Education coordination needed to add one more school to the Region. In addition, the current need to add a special education program to APS, could possibly be accomplished through existing staffing in the new region, and using available space at Blanchard whereas we do not have the space at APS.

Lastly, the original staffing plan showed a slight increase (.25 FTE) in payroll. We believe that all of the financial operations of the new region could be accomplished through existing staff. While we would need to run payroll for an additional 150 staff members, we would no longer have to run two completely separate payrolls and two completely separate accounts payable system. If we need to add some hours to payroll, we could reallocate time from accounts payable.

3. Elaborate and provide specific examples of administrative efficiencies.

The Superintendent's Checklist includes dozens of reports that need to be filed with DESE annually. For each of these reports, we are currently filing three separate reports, one for each district. We also need to have a trained knowledge base in both Central Offices. All grants need three separate applications and filings which are often done quarterly. There are several audits that come to each district and need to be scheduled separately and all information provided separately. Here are some specific examples of things that are done three times now that will be done once in an expanded Region:

- SIMS - October 1 enrollment submission
- EPIMS - Three times per year staffing updates including all schedules, licenses, etc.
- Coordinated Program Review - Audit every three years, takes 2-3 months of preparation, meetings and responses
- Civil Rights Report
- Title I, Title 2A, etc. grants
- School Nutrition Audits
- Liability Audits
- Financial Audits

When any products that are used by Central Office or both school districts are purchased, two purchase orders are generated and two invoices are paid. This also limits flexibility significantly if one district has a greater need than the other. The two financial systems are completely separate, so running payroll and accounts payable uses two separate sets of operations. Reports to the School Committee and the public at large are done separately. This includes the Town Report, Budget Reports, Enrollment Reports, etc.

4. Please address our concern regarding loss of control over budgets and continuation of town committee shared budget development process.

Either local or regional school assessment requires support from local elected officials and most importantly approval by town meetings. Therefore, there will be no substantive change in financial control and oversight over school budgets. It is true that K-12 grade education expenditure will become an assessment versus a blend of appropriation and assessment under the current APS/AB two district structure. The expanded region assessment will still need annual town meeting approval. If either town rejects the assessment, the regional school committee is obligated to reconsider its budget and assessment. Should a revised assessment not accepted by Acton town meeting or subsequent district-wide meeting, an interim budget will be established by the Commissioner till a final resolution on budget is reached.

In addition to that annual town meeting maintains control over approval of the school budget assessment; we believe that a single school district and a single school budget provide a framework much more conducive to all stakeholders to exercise their control over budget development. For Acton school committee members, the two roles we serve (members of APS and AB School Committees) may not allow us to most effectively balance the need and resources across all grades. Serving solely as a member of a K-12 district, we can reach a more efficient and optimal balance between grade-specific education needs and overall resource requirements in a more comprehensive and systematic manner.

Current APS/AB school districts have made great stride to provide the public with greater transparency and easier access of its budget and expenditure plan and

historical data. With a single K-12 district, we will be able to provide an even greater financial transparency and operation efficiency of the school district. A single set of budget and expenditure reporting should also provide Acton Finance Committee a greater visibility of budget drivers and enables the Committee to provide more actionable recommendations to the school administration.

5. Intention of APS committee regarding budget savings as described in Regional Study Committee as it relates to town budget funding - examples include shift of funding to municipal priorities/reinvestment in the schools/taxpayer reimbursement/another alternative.

One of the many appeals of considering full regionalization is the potential for significant savings to our town. We would expect that we should follow current practice among the town committees as it relates to unexpected revenue and savings.

Kim McOsker
Chairperson, Acton Public School Committee

PROPOSED PRE-K-12 REGIONALIZATION BETWEEN ACTON AND BOXBOROUGH

Presentation by the Regional School
District Study Committee

Purpose of the Presentation:

- Motivation for regionalization
- Process
- Proposed new structure for full regionalization
- Rationale
- Benefits of regionalization
- Questions from the communities
- Receive community input

Acton & Boxborough Exploring Pre-K-12 Regionalization for Past 2 Years

- Blanchard – declining enrollment, increasing per-pupil expenditures
- Acton – enrollment beginning to decline, with significant decline expected over next 8 years
- 3 school districts in 2 communities provides opportunity for improved efficiencies
- Opportunity for improved educational experience
- Common values & outcomes – compatible systems
- Current region (grades 7-12) successful

3

Phased Process

- Phase 1: ABRSD Study Committee formed last fall to assess pros and cons of full regionalization
 - Findings brought to 2012 Town Meetings which voted to take to next step to revise Regional Agreement
- Phase 2: Expanded Committee identified and explored issues in detail
 - Preliminary recommendation of framework for revised agreement accepted by all three SCs ⁴

Current Stage of the Process

- Outreach to communities taking place
- Revising Agreement with legal input
- DESE will review revised Agreement
- Final recommendations to late April 2013
Special Town Meetings
- Not all issues covered by the Agreement;
other important issues will be addressed
by the ABRSC to the extent possible

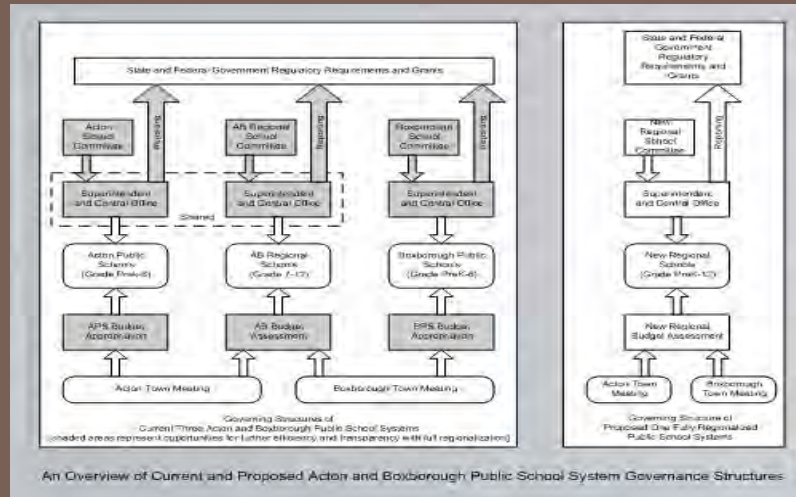
5

Under a Pre-K to Grade 12 Region

- Boxborough would share existing APS/ABRSD central office staff
 - Superintendent
 - Dir of Finance
 - Dir of Curriculum & Assessment
 - Dir of Pupil Services
 - Related Administrative Support
 - Dir of Personnel and Admin Svcs
 - Dir of Facilities & Transportation
 - Dir of Educational Technology
 - Dir of Food Service
 - Dir of Community Education
- Similar to APS schools, Boxborough would have:
 - Full-time Principal
 - Part-time Assistant Principal
 - Related Administrative Support
 - .5 FTE Instruction Technology Specialist
 - .5 FTE Desktop Support
 - .2 FTE Building SpEd Leader

6

Old vs. New Organizational Structure



7

Under a Pre-K to Grade 12 Region

- Educational philosophy and local site control that has existed within APS and BPS would continue
- As few changes as possible
 - No change to in-district choice
 - No change to fund raising at schools

8

New Region Requires Revision to Regional Agreement

- Regional Agreement is contract between Acton and Boxborough
- Current agreement does not address issues relevant to pre-K to 6th grade
- Tried to change as little as possible
- Revised agreement must pass Town Meeting votes in both communities
- Opportunity now to educate the communities and get input prior to Town Meetings

9

Key Proposed Changes to Agreement Include:

- Buying or leasing school buildings
- Will current debt flow to region or stay with towns
- Guarantee of at least one elementary school in each town
- Hometown guarantee
- Assessment of transportation costs
- Assessment of construction/renovation costs
- How to share financial benefits
- How to establish the transitional school committee
- Make-up of new Regional School Committee

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Buying or Leasing School Buildings

- Recommend:
 - The Region purchases six elementary buildings for a nominal fee (\$1.00 each)
 - School buildings will be returned to the town (for\$1) if not needed
- Rationale:
 - The Region will be responsible for the maintenance, insurance, snow plowing, etc., not the Towns
 - Ensures proper pairing of cost and responsibility
 - Follows the same logic, experience and precedents currently for the Junior and Senior High Schools

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Will Current Debt Flow to Region or Stay with Towns

- Recommend:
 - The Region will pay debt service on existing debt, although Towns will continue to be bond holders; in the future, the Region will issue all new debt
- Rationale:
 - The Region will benefit from improvements covered by current debt
 - If the Region purchases the assets of the elementary buildings it should also take on the debt

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Guarantee of at Least One Elementary School in Each Town

- Recommend:
 - The Region includes elementary schools in Acton *and* Boxborough
- Rationale:
 - Keeps elementary schools operational in each community
 - Blanchard serves as community center for Boxborough

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Hometown Guarantee

- Recommend:
 - Hometown guarantee if requested by parents for 5 years
 - Sibling preference guaranteed
 - After 5 years, school committee with administration decide approach
 - SpEd decided separately to ensure best educational environment
- Rationale:
 - Current parents/guardians should be guaranteed access to hometown school
 - Regional Agreement should not create undue burden for Regional School Committee and Administration

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Assessment of Transportation Costs

- Recommend:
 - Allocated region-wide based on percentage of three-year rolling average of student population
- Rationale:
 - Allocated the same as operational costs
 - Allows for unified bus service and greater possibility of savings due to economy of scale

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Assessment of Construction/ Renovation Costs

- Recommend:
 - For elementary buildings, allocated to each Town based on percentage of three-year rolling average of student population
 - Existing 5% discount/premium will remain in effect for grades 7-12
- Rationale:
 - Region will own elementary buildings so costs should be within region's budget
 - Region will include elementary buildings in both communities
 - Allows systemic approach to construction/renovation efforts
 - Proportion of students within a school may vary, which would make it difficult to allocate proportionally within a school

How to Share Financial Benefits

- Recommend:
 - Financial benefits of ~ \$920,000 annually shared by allocating 65% to Acton and 35% to Boxborough
- Rationale:
 - Two Towns must collaborate to make this happen – argues for 50%/50% split
 - Acton has larger proportion of students – argues for 80%/20% split
 - Compromise split the difference at 65%/35%

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How to Establish the Transitional School Committee

- Recommend:
 - Same membership as existing RSC as voted at election in 2013
- Rationale:
 - Falls within legal requirements
 - Lets those with experience decide workload, budgetary needs


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Make-up of New Regional School Committee

- Recommend:
 - 5 Acton members and 3 Boxborough members
 - Proportionally weighted votes 2.4 Acton to 1 Boxborough
 - Members elected by own Towns
- Rationale:
 - Gives Boxborough slightly more persuasive power
 - Ensures Acton retains voting power proportional to community size

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Benefits of Full Regionalization:

- Administration: Streamlined structure, greater efficiencies
 - Education: More time/resources directed to student education and support
 - Finances: Estimated annual benefits of \$920,000
- 
 Three school districts with common educational values coming together to streamline the administration and enhance educational services

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Educational Benefits Deserve Highlighting

- From Acton's perspective:
 - Six school choices rather than five – access to Blanchard's music and drama programs
 - A District English language arts specialist to support that instruction in all six schools
 - Reduction in class sizes as migration to Blanchard occurs
 - Increase in the number of all-day kindergarten openings
 - Additional space for specialized special education programs
 - Increased support for English Language Learner students
 - Additional technology integration support
 - Full-time certified librarian

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Educational Benefits Deserve Highlighting

- From Boxborough's perspective:
 - Six school choices instead of one
 - Retention of school staff that might otherwise be eliminated due to sustainability issues
 - Support of a science/social studies District curriculum specialist
 - Additional access to specialized special education programs
 - Significantly broader professional development offerings and financial savings

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Educational Benefits Deserve Highlighting

- From District-wide perspective:
 - Decreased administrative work creates more time to focus on education and curriculum
 - More classroom facilities to allow flexibility in managing class sizes
 - Realization of scale economies increases likelihood of preserving programs while cutting costs
 - SpEd transitions may be eased and opportunities for new special education classrooms
 - Decisions on taking out-of-district students made by Region instead of local school districts

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First Year Financial Benefits

- Additional transportation aid = +\$535K
- Reduction in increase of ch 70 aid = **-\$156K**
- Cost savings = +\$466K
- Bonus regional. aid (declines over time) = +\$139K
- Contract savings = + \$21K
- **NET TOTAL BENEFITS = +\$1,005K**

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Allocation of Financial Benefits

- Estimated financial benefits to Acton:

	Projected					Total
	FY15	FY16	FY17	FY18	FY19	
Without Regionalization:						
APS	\$ 25,190,086	\$ 25,970,677	\$ 26,689,570	\$ 27,460,852	\$ 28,255,107	
Acton Share of Region	\$ 28,002,587	\$ 28,872,619	\$ 29,842,703	\$ 30,699,690	\$ 31,612,822	
Acton Total	\$ 53,192,672	\$ 54,843,297	\$ 56,532,273	\$ 58,160,543	\$ 59,867,930	
With Regionalization:						
Acton Net Cost with Full Regionalization	\$52,410,858	\$54,153,460	\$55,934,414	\$57,654,663	\$59,454,028	
Acton Savings	\$781,815	\$689,836	\$597,858	\$505,880	\$413,902	\$2,989,291

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Allocation of Financial Benefits

- Estimated financial benefits to
Boxborough:

	Projected					Total
	FY15	FY16	FY17	FY18	FY19	
Without Regionalization:						
BPS	\$ 5,692,656	\$ 5,863,056	\$ 6,071,944	\$ 6,260,184	\$ 6,454,048	
Boxborough Share of Region	\$ 5,584,671	\$ 5,534,911	\$ 5,528,460	\$ 5,527,821	\$ 5,494,233	
Boxborough Total	\$ 11,277,327	\$ 11,397,967	\$ 11,600,404	\$ 11,788,005	\$ 11,948,281	
With Regionalization:						
Boxborough Net Cost with Full Regionali:	\$11,139,360	\$11,168,022	\$11,278,481	\$11,374,103	\$11,442,401	
Boxborough Savings	\$137,967	\$229,945	\$321,924	\$413,902	\$505,880	\$1,609,618

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Alternatives to Regionalization

- Boxborough would revise its administrative structure with more focus on managing classrooms and expenses, less focus on education/curriculum
 - Add 60 choice students across grades 1-6
 - Special programs at risk
- Acton would face possible threats to programs as well with declining enrollment
 - Acton would have to absorb additional choice students at the 7-12 Region

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Questions Raised about Regionalization

- Question re loss of control
 - Continued reliance on ALG, BLF; RSC as elected reps are responsible to the taxpayers
 - Town Meeting still can vote down assessments
- Question re loss of Acton “voice” on the RSC and loss of Boxborough majority vote on local school issues
 - Compromise solution balancing these two issues
- Question re loss of identity of individual schools
 - No change to local site control and schools’ own educational philosophies

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Questions Raised about Regionalization

- Question re longer distances by bus to school for some
 - School choice maintained
- Question re possible changes in class sizes and number of specialists
 - Class sizes likely to improve in Acton; large increase in Boxborough unlikely
 - No change in funding of assistants
- Question re 5 year sunset provision on cost sharing
 - Lookback provision for two years
- Question re hometown/school choice
 - 5 year guarantee and preference thereafter; only likely to affect new parents/children

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Next Steps

- Outreach – more community forums – WE NEED YOUR INPUT
 - PTSOs, PTF, COAs, teachers/staff, other groups
 - All stakeholders need to provide input now
- Goal is to have community input and revised agreement by end of January
- DESE review and prepare STM materials
- Concurrent Special Town Meetings scheduled for April 29, 2013

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Input

- Your thoughts and comments
- Study Committee Web Site:
<https://sites.google.com/site/abregionalstudy/cmt/>
www.Ab.mec.edu
- Study Committee e-mail:
rsd_study_comm@mail.ab.mec.edu

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6.64

Regionalization Study Committee Presentations

Group	Date	Time	Location	Presenter(s)	Other	Comments
Blanchard Parents (movie night)	1/4/2013	7:00 PM	Blanchard School	Mary Brolin, Brigid Bieber		
Acton COA	1/9/2013	12:30 PM		Peter Ashton	Mac Reid	
Acton Board of Selectmen	1/14/2013 1/24/2013	7:20 PM (40 min)	Acton Town Hall, Room 204	Peter Ashton Mary Brolin,		
Blanchard PTF	Tentative	7:30 PM	Blanchard School	Maria Neyland		Will hold if needed
Douglas and Gates Teachers	1/7/2013	3:30 PM	Douglas	Peter Ashton		
Boxborough Teachers Conant, Merriam and McCarthy-Towne Teachers	1/24/2013	3:15 PM	Blanchard School	Mary or Mac, Maria or Brigid		
Boxborough COA						Deanne will arrange Mary will arrange

**MONTHLY REPORTING OF
ELL STUDENT POPULATION**
Acton Public Schools
January 1, 2013

Category	Total as of 12/1/2012	Additions	Subtractions	Total as of 1/1/2013
Conant	39	0	0	39
Douglas	23	+1	0	24
Gates	14	0	0	14
McCarthy-Towne	33	0	0	33
Merriam	23	0	0	23
APS TOTAL	132	+1	0	133

MONTHLY ENROLLMENT
ACTON PUBLIC SCHOOLS
ACTON-BOXBOROUGH REGIONAL SCHOOLS
2012-2013 ACADEMIC YEAR

Jan-13

Levels	Sept. 1			Oct. 1			Nov. 1			Dec. 1			Jan. 1			Feb. 1			Mar. 1			Apr. 1			May 1			Jun 1			
	A	B(1)	C	Tot	A	B(1)	C	Tot	A	B(1)	C	Tot	A	B(1)	C	Tot	A	B(1)	C	Tot	A	B(1)	C	Tot	A	B(1)	C	Tot			
K	285	43	6	271	267	43	6	273	269	43	6	275	272	43	6	278	273	43	6	279	0	0	0	0	0	0	0	0	0	0	
1	312	59	7	319	312	59	8	320	310	59	8	318	312	59	8	320	317	59	8	325	0	0	0	0	0	0	0	0	0	0	
2	350	54	8	356	348	54	8	356	348	54	8	356	352	54	8	360	352	54	8	360	0	0	0	0	0	0	0	0	0	0	
3	383	53	7	390	382	53	8	390	392	53	8	400	381	53	8	389	382	53	8	390	0	0	0	0	0	0	0	0	0	0	
4	355	65	2	357	354	65	2	356	354	65	2	356	354	65	2	356	359	65	2	361	0	0	0	0	0	0	0	0	0	0	
5	354	68	2	356	354	70	2	356	354	70	2	356	355	70	2	357	355	70	2	357	0	0	0	0	0	0	0	0	0	0	
6	382	76	5	387	382	75	5	387	383	75	5	388	382	75	5	387	382	75	5	387	0	0	0	0	0	0	0	0	0	0	
1 D.Pre-sch. Clr	30	0	2	32	30	0	2	32	32	0	2	34	33	0	2	35	35	0	2	37	0	0	0	0	0	0	0	0	0	0	
In D.Pre-sch. ltr	7	5	0	7	7	5	0	7	11	5	0	11	11	5	0	11	11	5	0	11	0	0	0	0	0	0	0	0	0	0	
OOD Pre-sch	3	2	0	3	3	2	0	3	3	2	0	3	3	2	0	3	3	2	0	3	0	0	0	0	0	0	0	0	0	0	
O.D. SPED K-6	20	7	0	20	20	7	0	20	20	7	0	20	20	7	0	20	20	7	0	20	0	0	0	0	0	0	0	0	0	0	
A.P.S. Total	2461	432	39	2500	2459	433	41	2500	2476	433	41	2517	2475	433	41	2516	2489	433	41	2530	0	0	0	0	0	0	0	0	0	0	0
7	377	74	11	462	375	74	11	460	375	74	11	460	374	74	11	459	376	74	10	460	0	0	0	0	0	0	0	0	0	0	0
8	396	71	7	474	396	72	7	475	396	72	7	475	397	72	7	476	395	72	7	474	0	0	0	0	0	0	0	0	0	0	0
J.H.S. Total	773	145	18	936	771	146	18	935	771	146	18	935	771	146	18	935	771	146	17	934	0	0	0	0	0	0	0	0	0	0	0
9	413	71	12	496	408	71	12	491	407	71	11	489	406	71	11	488	407	71	11	489	0	0	0	0	0	0	0	0	0	0	0
10	397	75	7	479	392	74	7	473	393	74	7	474	393	74	7	474	394	74	7	475	0	0	0	0	0	0	0	0	0	0	0
11	420	106	4	530	419	107	4	530	417	107	4	528	418	106	4	528	418	106	3	527	0	0	0	0	0	0	0	0	0	0	0
12	381	100	7	488	379	100	7	486	376	101	7	484	376	101	7	484	377	101	6	484	0	0	0	0	0	0	0	0	0	0	0
9-12 Ungr.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
P.G.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
H.S. Total	1611	352	30	1993	1598	352	30	1980	1593	353	29	1975	1593	352	29	1974	1596	352	27	1975	0	0	0	0	0	0	0	0	0	0	0
Total JHS & HS	2384	497	48	2929	2369	498	48	2915	2364	499	47	2910	2364	498	47	2909	2367	498	44	2909	0	0	0	0	0	0	0	0	0	0	0
O.D. SPED 7-12	45	9	0	54	45	9	0	54	44	9	0	53	42	8	0	50	41	8	0	49	0	0	0	0	0	0	0	0	0	0	0
Reg. Total	2429	506	48	2983	2414	507	48	2969	2408	508	47	2963	2406	506	47	2959	2408	506	44	2958	0	0	0	0	0	0	0	0	0	0	0
A.P.S. Total	2461	432	39	2500	2459	433	41	2500	2476	433	41	2517	2475	433	41	2516	2489	433	41	2530	0	0	0	0	0	0	0	0	0	0	0
Reg. Total	2429	506	48	2983	2414	507	48	2969	2408	508	47	2963	2406	506	47	2959	2408	506	44	2958	0	0	0	0	0	0	0	0	0	0	0
Grand Total	4890	506	87	5483	4873	507	89	5469	4894	508	88	5480	4881	506	88	5475	4897	506	85	5488	0	0	0	0	0	0	0	0	0	0	0

A = ACTON
 B = BOXBOROUGH
 C = Choice/Staff/Tuition In

Pre-School = SPED
 P.G. = Post Graduates
 Ungr. = Ungraded
 O.D. = SPED Out of District

In D. = In District

Distribution:
 S. Mills
 M. Alfieri
 D. Bookis
 L. Huber

C. Bates

All Principals (2)
 D. Aicardi
 A. Bisewicz
 K. Nelson
 E. Weiner

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

7.2

1/8/2013
9:04 AM

Actual
Acton Public Schools
2012 - 2013
Jan 2, 2013

Staff Children
Case I /
CAD, DAD, DBD, GAD, TAD, and MAD
- ALL DAY PROGRAMS

Grade YO	Conant		Douglas		Gates		McCarthy-Towne				Merriam			Total #Sec	Avg. S										
	Rm	Total	DAD	DBD	DC	I#	GAD	GB	Total	TAD	TB	TC	I/2#			MAD	MB	MC	I#	Total					
K-25	22	18	19	59	20	20	20	60	19	21	40	Case +	22	20	20	62	20	19	20	59	279	14	19.9		
Rm	3	4	5		3	4	5		1	3	8	3#	113	311	312	I/1#	224	234	323	3#	8#				
Gr. 1-2	21	22	21	64	22	22	22	66	21	22	22	65	Case +	22	22	22	66	21	22	22	65	325	15	21.7	
Rm	5	7	8		6	7	8		10	5	6	2#	114	301	302	I/2#	133	135	231	334	4#	8#			
Gr. 2-2	22	22	23	67	22	22	23	67	22	22	23	67	Case +	23	23	23	69	22	22	23	23	90	360	16	22.5
Rm	10	17	9	1#	9	10	11	2#	17	7	9	1#	212	213	314	I/3#	233	321	322	332	1#	8#			
Gr. 3-2	24	24	25	73	24	24	25	73	25	25	25	75	Case +	26	28	25	79	24	23	24	24	95	390	16	24.4
Rm	18	19	20		12	13	14		18	19	20	1#	115	210	310	I/2	230	330	331	1#	2#				
Gr. 4-2	23	24	24	71	23	25	24	72	24	24	25	73	Case +	24	26	24	74	25	24	24	73	361	15	24.1	
Rm	14	15	16		19	20	21		14	15	16		211	303	313	I/2I#	223	235	335	1#	2#				
Gr. 5-2	24	24	25	73	24	24	24	72	23	23	24	70	Case +	25	24	24	73	23	24	24	71	357	15	23.8	
Rm	11	12	13		15	16	17		11	12	13	1#	112	214	215		232	324	333	4#	5#				
Gr. 6-1	26	26	27	79	26	24	26	76	25	26	26	77	Case +	26	26	26	78	25	26	26	77	387	15	25.8	
Total Staff				3#				3#				8#				10#					15#	39#			
Total	21	Sec	Averag	23.1	21	Sec	Averag	23.1	20	Sec	Averag	23.4	21	Sec	Averag	23.3	20	Sec	Averag	23.0	530	2459	106	23.2	
Range	18	27			20	26			19	26			20	26						19	26		18	27	

Grade level totals correct
Distribution by Room not complete

PRESS RELEASE

The Town Clerk's Office would like to inform the residents of Town of Acton that Nomination Papers for the Tuesday, March 26th, 2013 Annual Town Election will be available in the Town Clerk's office during the regular office hours Monday-Friday 8:00 AM – 5:00 PM.

The last day to obtain nomination papers is February 1, 2013 at 5pm.

Those seeking office in the election must obtain the signatures of at least fifty (50) registered voters in the Town of Acton. The last day to file completed Nomination Papers with the Town Clerk's office is February 5, 2013 at 5pm.

The contested offices are as follows:

Office	Number of Vacancies	Term
Moderator	1	1 Year Term
Board of Selectmen	2	3 Year Term
School Committee	2	3 Year Term
Trustees, Memorial Library	1	3 Year Term
	1	1 Year Term to fill unexpired term
Water Supply District	1 (Commissioner)	3 Year Term

ACTON PUBLIC SCHOOLS
2013-2014 KINDERGARTEN REGISTRATION SCHEDULE

The following are important dates for parents/guardians of children who will be entering Kindergarten in September, 2013 (5 years old on or before September 1, 2013). See also: <http://ab.mec.edu/sturegister.shtml>

GENERAL MEETING*

Our Superintendent, Director of Curriculum and Assessment, Director of Personnel, Director of Pupil Services, Principals, Registrar, Kindergarten staff and School Nurse will be on hand to answer questions.

Wednesday, January 16, 2013 at 7:00 p.m., R.J. Grey Junior High Auditorium
immediately followed at 8:15 by K-6 Before and After School Programs Overview

SCHOOL TOURS

All schools will be open for tours on the following dates: January 25; January 29, February 4, February 6. Please call individual schools after January 2, 2013 to reserve tour times. You may reserve more than one tour per day. If school is canceled or delayed on a tour day, parents should call to reschedule.

Tour hours for Conant, McCarthy-Towne & Merriam: 9:30 - 10:45 a.m. and 11:00 - 12:15 p.m.
Tour hours for Douglas & Gates: 8:45 - 10:00 a.m. and 12:30 - 2:00 p.m.

Please do not bring young children with you on the tour.

EARLY REGISTRATION for SIBLINGS and WALKERS

Families who are eligible, or who believe they may be eligible for priority admission status (siblings of current students, walkers), are urged to register early. Both sessions will be at the Central Office located in the R.J. Grey Junior High School. **You must bring a copy of your child's birth certificate/passport, most recent physical examination & immunization record.**

Tuesday, January 22: 9:00 a.m. - 12:00 noon and 7:00 - 9:00 p.m.
Wednesday, January 23: 9:00 a.m. - 12:00 noon

PARENT INFORMATION EVENING MEETINGS*

Tuesday, January 22, 7:00 p.m. @ Gates - Cafetorium
Tuesday, January 29, 7:00 p.m. @ Merriam- Cafetorium
Tuesday, February 5, 7:00 p.m. @ Douglas - Cafetorium
Tuesday, February 12, 7:00 p.m. @ McCarthy-Towne - Cafetorium
Tuesday, February 26, 7:00 p.m. @ Conant - Cafetorium

** In case of snow, ANY postponed evening meeting will be held the next evening (Wednesday)*

KINDERGARTEN REGISTRATION

You must bring a copy of your child's birth certificate/passport, most recent physical examination & immunization record. Both sessions will be at the Central Office located in the R.J. Grey Junior High School.

Tuesday, March 12: 9:00 a.m. - 12:00 noon and 7:00 - 9:00 p.m.
Wednesday, March 13: 9:00 a.m. - 12:00 noon

INFORMATION SESSION for K-6 BEFORE and AFTER SCHOOL CHILDCARE PROGRAMS

Wednesday, January 16, 2013 at 8:15 p.m., R.J. Grey Junior High School Auditorium

If you are interested in K-6 before and after school childcare programs, representatives from Community Education Extended Day and school-based before and after school programs will be available to describe their programs, enrollment process, fee structure, etc. following the General Meeting that begins at 7:00 (see above).

REGISTRATION PROCESS for COMMUNITY ED EXTENDED DAY PROGRAM, K-6

Registration forms for new families will be accepted February 28 - March 8 by mail or walk-in. Lottery will be held on Monday, March 11, at 10:00 a.m. at the Community Education Office, Administration Building, 15 Charter Rd., Acton

OTHER IMPORTANT DATES

- Late April -School Placement & All-Day Kindergarten Lotteries held (as necessary). Notification letters sent out.
- May 15 - All Day K non-refundable deposit (\$450) due.
- May 31 - Parent-released/teacher-completed Pre-K Assessment Form due at Registrar's Office, R.J. Grey Junior High
- July 1 - (Approx. date) Schools assign students to either AM or PM sessions and notify Transportation Office.
- July 31 - Children's medical forms (complete immunization history, physical exam completed after 1/1/13) due at school nurse's office.
- August 1 - September tuition for children registered in All-Day K (\$450) due at the Community Ed. Office. 11/09/12

TO: Regionalization School District Study Committee members
FROM: Steve Mills, Superintendent, Acton Public and AB Regional School District
Curt Bates, Superintendent, Boxborough Public School District
DATE: 1/17/13
RE: Educational Benefits of Regionalization

If we regionalize the six elementary schools and maintain the current staffing levels, there are distinct and separate educational advantages for parents and children in both communities.

Advantages for Acton children and families include,

1. Six school choices rather than five

The cornerstone of excellence in the Acton Public School System is the school choice program. Currently the five Acton schools are very distinct and different by design. Adding one more school that is also different and unique will enhance Acton parents' opportunities to choose the best school for their child.

2. A district English Language Arts specialist to support that instruction in all six schools

With the new MA English Language Arts and Literacy Framework, educators need to implement new standards, instructional practices, materials and assessments. An ELA specialist /coach would support this work through professional learning opportunities similar to how our mathematics curriculum specialist/coach is supporting students and teachers with the new mathematics framework.

3. Class size reduction because there are many seats available in the Blanchard School

Due to decreasing enrollments, the Blanchard School has very small classes, currently ranging from 16 - 22. Some Acton parents, realizing that their children are in classes of 23 or more, could opt to send their children to Blanchard. If some parents do that, it would lower class sizes for all students. Class sizes are directly linked to better education for children, particularly in the primary grades.

4. An increase in the available number of All-Day Kindergarten openings

Blanchard currently offers all-day kindergarten to all incoming kindergarten students. Acton only has space to offer all-day kindergarten to one-third of incoming kindergarteners. If we regionalize, many more families will be able to enroll in all-day kindergarten.

5. Additional space for specialized special education programs and other programming

Currently, APS has no available space to expand current special education programs. Regionalizing with Boxborough would better allow us to meet the needs of special education students with space available at the Blanchard School. Similarly, Acton continues to have programs in common spaces and very limited small group work spaces. With regionalization, more space can be utilized at Blanchard, opening up space in the Acton elementary schools.

6. Increased support for English Language Learner (ELL) students

Currently the Blanchard School has a much smaller student-teacher ratio for ELL students that Acton has. Sharing resources as one district would improve this ratio for all ELL students.

7. Additional district technology integration support

Acton has one curriculum technology integration specialist for K-12 and Boxborough has a full-time building-based curriculum technology integration specialist. Regionalizing would allow for more curriculum technology integration support for the elementary schools.

8. Access to the Blanchard School music and drama program for interested Acton families

The Blanchard School has had the opportunity to develop their music program for 4th, 5th and 6th graders and instrumental lessons. This is something currently not available for Acton students and parents would be able to access this program if regionalization occurs.

9. Full time certified librarian to support the Acton elementary schools

With technology advances, and the need for students to know and be able to conduct safe, online research, produce online content, and be facile with digital tools for presentations, a certified librarian, which Blanchard does have, is a much-needed position in the Acton Public Schools. Furthermore, a certified librarian works with the technology integration specialist to provide much needed support for new communication and literacy standards in the ELA Frameworks and the Technology Learning Goals.

Advantages for Boxborough children and families include,

1. Six school choices rather than one

Similarly, Boxborough parents will be able to choose among six elementary schools.

2. Retention of support staff that otherwise could be eliminated due to Boxborough's sustainability issues

Due to decreasing enrollment in Boxborough, there would be an eventual elimination of positions at Blanchard. Regionalizing and sharing these resources with Acton would sustain these same resources.

3. Support of Science/Social Studies District Curriculum specialist

The Acton Public Schools' Science and Social Studies Curriculum Specialist provides professional learning opportunities and coordination within the district. Regionalizing would provide Blanchard School with the same discipline specific support. Within the next year or so, Massachusetts will implement a new Science Framework, and, as with ELA and mathematics, educators will be required to implement new standards, instructional practices, materials and assessments.

4. Additional access to many specialized special education programs

Due to Acton's much larger size, there is a wider and more diversified special education delivery system. Boxborough students would have access to Acton's low-incidence programs instead of potentially tuitioning students to out of district programs.

5. Significantly broader professional development offerings and financial savings

Contracting outside professional learning providers can be costly. Currently, Boxborough provides a graduate level course offering for its educators on a rotating basis. Acton has had several graduate course offerings on our campus just in the past six to nine months. Regionalization would allow for the Blanchard educators to partake of Acton's extensive Professional Learning Program.

These are the major educational benefits to parents and children in our communities, separate from and in addition to the estimated \$800,000 in costs savings if we fully regionalize our schools.

To fully understand the educational benefits of regionalization, however, one first needs to understand the organizational and financial benefits.

Currently, there are three payroll offices, three purchasing offices, two superintendents, two business managers, and two special education directors. There are three separate and distinct school systems. All school districts in Massachusetts are required to submit approximately 110 reports to the Department of Elementary and Secondary (DESE) annually. To submit these reports once, as opposed to three times, would save a tremendous amount of time and energy that could be used to support the educational programs. Additionally, all three separate districts are occasionally required to participate in extensive financial and educational audits. One example is the Coordinated Program Review (CPR). This audit is extremely labor intensive and requires dozens of hours of work on the part of our staff. Currently, we have to do these audits three times, rather than once. There are also three separate and distinct budgets. Having one budget would provide more flexibility for decision-making. For instance, as we prepare the fiscal '14 budgets, the current AB Regional budget is more challenging than the APS budget. If they were all one budget, the process would be more coordinated, unified and easier to understand. All of this duplication would be eliminated and much more time available to focus on the educational programs.