

**ACTON PUBLIC and ACTON-BOXBOROUGH REGIONAL  
SCHOOL COMMITTEE MEETING MINUTES (approved 9/6/12)**

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

**Wednesday, August 1, 2012  
7:00 p.m. Joint SC Meeting  
Followed by ABRSC Meeting  
Followed by APS Meeting  
Followed by JT SC Executive Session**

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*Members Present:* Brigid Bieber, Dennis Bruce, Michael Coppolino, Xuan Kong, Paul Murphy, Maria Neyland, Deanne O’Sullivan, Bruce Sabot

*Members Absent:* Kim McOsker

*Others:* Don Aicardi, Marie Altieri, Deborah Bookis, Liza Huber, Steve Mills, Beth Petr

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ABRSC Chair, Xuan Kong and APSC Acting Chair, Dennis Bruce called the Joint School Committee meeting to order at 7:02 p.m.

**2.0 CHAIRMAN’S INTRODUCTION**

Xuan said a few words about the recent death of an AB graduate. On behalf of the Committee, he extended condolence to the student’s family. He emphasized the need for collaboration between school, parents and community on student drug and alcohol abuse prevention and intervention. Mike Coppolino and Bruce Sabot spoke in support of the need for more public education for parents and students.

**3.0 APPROVAL of MINUTES and STATEMENT of WARRANT**

3.1. The AB Minutes of: 6/28/12 JT SC Workshop, 6/7/12 JT/AB SC Meeting, 2/2/12 JT/AB SC Meeting, 8/2/11 JT/AB SC Meeting, and 6/2/11 JT/AB SC Meeting were approved.

3.2 The APS Minutes of: 6/28/12 JT SC Workshop, 6/21/12 APS SC Meeting, 6/7/12 JT SC Meeting, 2/2/12 JT SC Meeting, 8/2/11 JT SC Meeting, and 6/2/11 JT SC Meeting were approved.

3.3 A revision to the Joint School Committee Negotiations Subcommittee meeting minutes of 1/24/11 was approved. This included the addition of a “List of Documents Used” and several clarifying sentences to the text.

AB Warrants #12-028 dated 6/30/12 in the amount of \$247,806.29, #12-029 dated 6/30/12 in the amount of \$4,876.69, #13-001 dated 7/2/12 in the amount of \$971,837.91, #13-002 dated 7/12/12 in the amount of \$566,055.40 and #13-003 dated 7/26/12 in the amount of \$1,392,531.96 were signed by the chair and circulated to the Committee for signatures.

APS Warrants #201227 dated 6/30/12 in the amount of \$107,884.68, #201301A dated 7/2/12 in the amount of \$85,701.28, #201301 dated 7/9/12 in the amount of \$58,433.50 and #201302 dated 7/24/12 in the amount of \$146,230.92 were signed by the chair and circulated to the committee for signatures.

**4.0 PUBLIC PARTICIPATION**

Michael Farquhar spoke from the audience in response to the recent teen death, urging the Committee and the schools to get tough on substance abuse.

**5.0 JOINT SCHOOL COMMITTEE BUSINESS**

5.1 Update on Regionalization Study Committee

Xuan updated the Committee on the three subcommittees’ activities. Mac Reid attended the 7/30/12 Boxborough Board of Selectmen meeting. School Committee representation was a major topic of discussion. In response to being asked, Xuan will forward future public minutes to the School Committee

in an effort to keep them well informed. Steve Mills stated that there is no way to answer every single question in a revised Regional Agreement because it would just be too lengthy. Steve and his staff will spend time talking to Boxborough parents as questions come up. Mike Coppolino stressed the importance of getting the word out about the process to the public at large, given the tight timeframe leading up to the Spring Town Meetings. The public can leave comments on the RSDSC website. The PTSO news will be used frequently, as well as the Senior Centers. Any other suggestions should be sent to the chairs or emailed to the website.

## 5.2 ALG and Acton FinCom Report

### 5.2.1 ALG draft minutes of 6/20/12

### 5.2.2 Next ALG meeting is Aug 9 at 7:30 a.m.

ALG has not met recently but will meet Aug 9<sup>th</sup> at 7:30 AM.

Dennis Bruce reported on the recent FinCom meeting. Steve Noone updated the FinCom on the task force that Dennis is on. The OPEB group is preparing a white paper that will be forwarded to a town wide group charged with creating a plan. There is a sense from FinCom that the School Committee is pushing back on the FinCom's Long Range Financial Plan. The FinCom was updated on the Lower Fields progress.

## 5.3 BLF Report

Maria Neyland reported that the BLF met in June to recap. Next meeting is next Monday.

## 5.4 Health Insurance Trust Report

Dennis reported for Kim McOsker on the meetings of 6/29/12 and 7/19/12. Cash flow continues to look like the trust will end at approximately -\$500,000. Next meeting is Sept 20 when the HIT agreement will be reviewed with Attorney Stephen Anderson.

## 5.5 Policy Subcommittee Update

### 5.5.1 Student Fees, File: JQ – **FIRST READING**

Maria Neyland reported that the word "Activity" was proposed to be removed from this policy title because it covers more than just activities. It is also proposed that text be added that the School Committee will approve exacting a fee or charge, as well as changing one. Xuan would like a list of all of the fees currently being charged.

### 5.5.2 Gifts to and Solicitations by Staff, File: GBEB – **FIRST READING**

Brigid Bieber reported that this policy is an attempt to clarify the rules around individual and group gifts. Individual gift disclosures made by staff will go to the principal or HR. It was clarified that an employee (e.g. teacher) could receive multiple \$50 individual gifts but only one group gift of \$150.

## 5.6 Staffing Update

Marie Altieri reported that everyone is very excited about the new staff. As of 7/27/12, 21 new professional staff have been hired. Steve Mills said that the districts budget for candidates with Masters degree and four year relevant experience which allows us to hire the best candidates we can find. Many schools budget to hire at Bachelor level. This is a fundamental reason our districts have such great educational success. Xuan commented that the new staff's Educational Philosophies in the packet are refreshing and informative.

## 5.7 FY' 12 and FY' 13 Budget Update

Don Aicardi reported that the state budget news continues to be positive. For APS, \$360,000 will be returned to the Town of Acton for FY12. For ABRSD, \$269,000 will be returned to E&D for FY12. E&D balance will be at \$1.6 million, just under the cap. When the change in state aid is received, Table 6 will have to be re-voted, probably in September or October. Don said that while this is all good news for FY13, he is not sure what will happen in FY14.

## 5.8 Recommendation to Approve New Bus Lease – VOTE - Don Aicard, JD Head

Steve Mills thanked Don Aicardi and JD Head for their work on this lease. A question was asked about possible future regionalization and how it might affect this lease. Don responded that counsel would not consider the potential change in the District's configuration to be a problem. The details of the lease payments were discussed and clarified for the Committee. The Chair requested that at the next meeting, a more accurate description of the financing and residual value of this lease be provided for the School Committee and the public as an FYI.

**ABRSC VOTE:**

Bruce Sabot moved, Brigid Bieber seconded and it was unanimously

**VOTED:** to approve the new five-year lease for thirty buses with New England Transit as proposed.

**APS VOTE:**

Paul Murphy moved, Mike Coppolino seconded and it was unanimously

**VOTED:** to approve the new five-year lease for thirty buses with New England Transit as proposed.

*The Acton Public School Committee was suspended and the ABRSC continued at 8:15 p.m.*

6.0 **ABRSC BUSINESS**

6.1 Update on Lower Fields Project – *Steve Mills*

6.1.1 Recommendation to Accept Funds and in-kind contributions from The Friends of Lower Fields -

Bruce Sabot moved, Brigid Bieber seconded, and it was unanimously,

**VOTED:**

Moved, that the Committee, accept the following amounts, from the following sources, to be paid to the District in one or more payments, to be expended for the purpose of completion of the construction of the Lower Fields athletic fields, and to be subject to the provisions of the Memorandum of Understanding including, without limitation, any rights which the payers may have to recover funds from user fees up to the amounts so paid.

Acton-Boxborough Youth Soccer: \$139,393

AB Girls Youth Lacrosse: \$8,000  
AB Boys Youth Lacrosse: \$15,000  
AB Pop Warner: \$2,500  
AB Soccer Boosters \$10,000  
For a total contribution of \$174,893;

And further

Moved, that the Committee, accept the following, in-kind contributions, from the following sources, to be expended for the purpose of completion of the construction of the Lower Fields athletic fields, and to be subject to the provisions of the Memorandum of Understanding including, without limitation, any rights which the payers may have to recover funds from user fees up to the amounts so paid.

Acton-Boxborough Youth Soccer: \$13,701 (Pre-Design and Design)  
Acton-Boxborough Youth Soccer: \$6,413 (Design)  
AB Girls Youth Lacrosse: \$2,000 (Design)  
AB Boys Youth Lacrosse: \$4,000 (Design)  
AB Pop Warner: \$500 (Design)  
Acton-Boxborough Youth Soccer: \$25,607 (Soccer Goal Purchase)  
For a total contribution of \$52,221.

Xuan recognized and thanked Dave Wilson for his significant contributions to this \$3 million project. Dennis asked Dave for a revenue update. Dave stated that the Project will come in on time and under budget, currently estimated at \$2.7 – 2.8 million. Xuan gratefully accepted the FOLF check for \$174,893.00.

#### 6.1.2 Recommendations to Approve Bids on Bonds

Finance Director Don Aicardi and District Treasurer Tess Summers presented on the bond bid acceptance. See slides 6.1. Vote motions were prepared by bond counsel, Mr. Rick Manley of Edwards Wildman. Because of the split in percentage of usage between public and private use of the fields, the bond sale was split proportionally between taxable and tax exempt bonds. Moody's ABRSD 2012 Bond Rating is Aa2, per press release 6.1.2.1.

##### 6.1.2.2 Recommendation to Approve and Confirm the Sale of Series A and Series B General Obligation School Bonds -

Bruce Sabot moved, Brigid Bieber seconded and it was unanimously,

**VOTED:** that the sale of the District's \$450,000 General Obligation School Bonds, Series A (Subject to Federal and State Income Taxation), dated August 8, 2012 (the "Series A Bonds"), to Roosevelt & Cross, Inc., at the price of \$465,255.00, and the District's \$1,050,000 General Obligation School Bonds, Series B of the District, dated August 8, 2012 (the "Series B Bonds") to Roosevelt & Cross, Inc., at the price of \$1,051,430.10, is hereby approved and confirmed. The Series A Bonds and the Series B Bonds (together, the "Bonds") shall each be payable on August 1 of the years and in the principal amounts and bear interest at the respective rates, as follows:

**\$450,000 General Obligation School Bonds, Series A**  
(Subject to Federal and Massachusetts Income Taxation)

<u>Year</u>	<u>Amount</u>	<u>Interest Rate</u>	<u>Year</u>	<u>Amount</u>	<u>Interest Rate</u>
2013	\$90,000	3.00%	2016	\$90,000	3.00%
2014	90,000	3.00	2017	90,000	3.00
2015	90,000	3.00			

**\$1,050,000 General Obligation School Bonds, Series B**

<u>Year</u>	<u>Amount</u>	<u>Interest Rate</u>	<u>Year</u>	<u>Amount</u>	<u>Interest Rate</u>
2018	\$105,000	2.00%	2023	\$105,000	2.00%
2019	105,000	2.00	2024	105,000	2.00
2020	105,000	2.00	2025	105,000	2.00
2021	105,000	2.00	2026	105,000	2.10
2022	105,000	2.00	2027	105,000	2.25

6.1.2.3 Recommendation to ratify, confirm, approve and adopt Notice of Sale and Official Statement -

Bruce Sabot moved, Dennis Bruce seconded and it was unanimously,

**VOTED:** that in connection with the marketing and sale of the Bonds, the preparation and distribution of a Notice of Sale and Preliminary Official Statement dated July 19, 2012, and a final Official Statement dated July 26, 2012 (the "Official Statement"), each in such form as may be approved by the District Treasurer, be and hereby are ratified, confirmed, approved and adopted.

6.1.2.4 Recommendation to Authorize the District Treasurer and Chairman of the Committee to execute and deliver a continuing disclosure undertaking in compliance with SEC Rule 15c-12 -

Bruce Sabot moved, Dennis Bruce seconded and it was unanimously,

**VOTED:** that the District Treasurer and the Chairman of the Committee be, and hereby are, authorized to execute and deliver a continuing disclosure undertaking in compliance with SEC Rule 15c2-12 in such form as may be approved by bond counsel to the District, which undertaking shall be incorporated by reference in the Bonds for the benefit of the holders of the Bonds from time to time.

6.1.2.5 Recommendation to Authorize and Direct the District Treasurer to establish post issuance federal tax compliance procedures -

Bruce Sabot moved, Brigid Bieber seconded and it was unanimously,

**VOTED:** that we authorize and direct the District Treasurer to establish post issuance federal tax compliance procedures in such form as the District Treasurer and bond counsel deem sufficient, or if such procedures are currently in place, to review and update said procedures, in order to monitor and maintain the tax-exempt status of the Bonds.

6.1.2.6 Recommendation to Authorize the Chairman of the Committee, the District Secretary and the District Treasurer to take any and all actions to carry into effect the provisions of the foregoing votes -

Bruce Sabot moved, Brigid Bieber seconded and it was unanimously,

**VOTED:** that the Chairman of the Committee, the District Secretary and the District Treasurer be and hereby are, authorized to take any and all such actions, and execute and deliver such certificates, receipts or other documents as may be determined by them, or any of them, to be necessary or convenient to carry into effect the provisions of the foregoing votes.

6.1.3 Recommendation to Accept Gift of Scoreboard from Middlesex Savings Bank -

Maria Neyland moved, Brigid Bieber seconded and it was unanimously,

**VOTED:** to accept the gift of a scoreboard from Middlesex Savings Bank with great gratitude.

6.1.4 FYI: Concession Stand Bricks Fundraiser

Steve Mills described the Bricks Fundraiser. It was the sense of the Committee that it was a great idea.

6.2 Recommendation to Accept Donation to Academic Decathlon Team

Dennis Bruce moved, Brigid Bieber seconded and it was unanimously,

**VOTED:** to accept the \$1000 donation to the Academic Decathlon Team with gratitude.

*The Acton Public School Committee was reconvened and the Joint School Committee meeting continued at 8:45 p.m.*

7.0 **APS BUSINESS** - none

8.0 **FOR YOUR INFORMATION**

The Superintendent highlighted several items.

8.1.2 High School Discipline Report for June 2012

Last sentence of the first paragraph should say, "... while 0 students were suspended during June, 2011."

8.7 Medical Emergency Response Plan re Michael's Law of MA

Liza Huber will file this plan for both Districts by September 1<sup>st</sup> as required. Our policies will be reviewed after receiving input from the State.

8.8 Video Monitoring System on School Buses

JD Head reported that the 30 new leased buses are equipped with SEON video cameras. These will increase safety for both students and drivers. Parents will be notified about this via their schools. The Committee asked who would have access to the video and who would maintain them. JD stated that only he, his Transportation Manager, and his assistant would have access. JD said that using the video will be very valuable when confirming details of an incident.

9.0 **JOINT SCHOOL COMMITTEE EXECUTIVE SESSION**

At 9:00 p.m., it was moved, seconded and unanimously

**VOTED** by role call: that the **Acton-Boxborough Regional School Committee** go into Executive Session (Joint School Committee) to discuss strategy with respect to collective bargaining.

YES (Bruce, Bieber, Coppolino, Kong, Murphy, Neyland, O'Sullivan, Sabot)

Xuan Kong declared that an open meeting may have a detrimental effect on the bargaining position of the Board and the Committee would return to open session for the sole purpose of adjourning.

It was moved, seconded and unanimously

**VOTED** by role call: that the **Acton Public School Committee** go into Executive Session (Joint School Committee) to discuss strategy with respect to collective bargaining.

YES (Bruce, Coppolino, Kong, Murphy, O'Sullivan)

Dennis Bruce declared that an open meeting may have a detrimental effect on the bargaining position of the Board and the Committee would return to open session for the sole purpose of adjourning.

It was moved, seconded and unanimously

**VOTED** by role call: that the **Acton-Boxborough Regional School Committee** go into Executive Session (Joint School Committee) to conduct strategy sessions in preparation for negotiations with nonunion personnel.

YES (Bruce, Bieber, Coppolino, Kong, Murphy, Neyland, O'Sullivan, Sabot)

Xuan Kong declared that an open meeting may have a detrimental effect on the bargaining position of the Board and the Committee would return to open session for the sole purpose of adjourning.

It was moved, seconded and unanimously

**VOTED** by role call: that the **Acton Public School Committee** go into Executive Session (Joint School Committee) to conduct strategy sessions in preparation for negotiations with nonunion personnel.

YES (Bruce, Coppolino, Kong, Murphy, O'Sullivan)

Dennis Bruce declared that an open meeting may have a detrimental effect on the bargaining position of the Board and the Committee would return to open session for the sole purpose of adjourning.

It was moved, seconded and unanimously

**VOTED** by role call: that the **Acton-Boxborough Regional School Committee** go into Executive Session (Joint School Committee) to conduct strategy with respect to litigation.

YES (Bruce, Bieber, Coppolino, Kong, Murphy, Neyland, O'Sullivan, Sabot)

Xuan Kong declared that an open meeting may have a detrimental effect on the litigating position of the Board and the Committee would return to open session for the sole purpose of adjourning.

It was moved, seconded and unanimously

**VOTED** by role call: that the **Acton Public School Committee** go into Executive Session (Joint School Committee) to conduct strategy with respect to litigation.

YES (Bruce, Coppolino, Kong, Murphy, O'Sullivan)

Dennis Bruce declared that an open meeting may have a detrimental effect on the litigating position of the Board and the Committee would return to open session for the sole purpose of adjourning.

At 9:28 p.m., the Committees were polled and voted to go out of Joint Executive Session.

### **NEXT MEETINGS**

- AB Regional SC – Sept 6 at 7:30 p.m. in the RJGJHS Library
- Acton Public SC – Sept 20 at 7:00 p.m. in the RJGJHS Library

The meeting was adjourned at 9:30 p.m.

Respectfully submitted,  
Beth Petr

List of Documents Used:

- See agenda
- Possible Proposed Motions