

Office of the Superintendent
Acton Public Schools
Acton-Boxborough Regional School District
(978) 264-4700 x 3211

TO: Acton Public School Committee Members
Acton-Boxborough Regional School Committee Members

FROM: Stephen Mills

ON: October 1, 2009

RE: **ADDENDUM**

REGIONAL MEETING:

II. CHAIRMAN'S INTRODUCTION

Welcome to additional new ABRHS School Committee representative: Lily Wang (grade 12)

III. APPROVAL OF MINUTES

- August 6, 2009
- August 6, 2009 – Executive Session

V. EDUCATION REPORTS

1. R.J. Grey Junior High – Craig Hardimon, Principal
 - Class Size Report
 - Fall Update

VII. FOR YOUR INFORMATION

5. ABRSD ELL Student Population, September 2009
8. ABRHS Discipline Report, September 2009

(over for Joint Meeting)

JOINT MEETING:

II. JT. APPROVAL OF MINUTES

- August 6, 2009
- August 12, 2009
- August 12, 2009 - Executive Session

III. JT. UNFINISHED BUSINESS

1. Solar Panel Plan
 - Emailed questions and response from JD Head
5. FY'10 Budget Update – Steve Mills
 - a. Revised Budget Cuts Memo
 - b. Proposed Motion Language
 - c. Revised Analysis of Assessments
 - d. Stimulus Use Summary
6. FY'11 Budget – *Steve Mills*
 - Revised - Budget Schedule, Assumptions – Key Decisions, Revenue Assumptions

VI. JT. FOR YOUR INFORMATION

2. Update on School Committee Meeting Audio Quality – Xuan Kong

NEXT MEETINGS:

- Joint School Committee Executive Session on October 5 – 7:00 pm, RJGJHS Library
- Joint School Committee Negotiations Subcommittee Executive Session on October 5 – 8:00 pm, RJGJHS Conference Room

**ACTON-BOXBOROUGH REGIONAL SCHOOL COMMITTEE MEETING
DRAFT MINUTES (#1 of 5)**

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

**August 6, 2009
6:30/8:15 pm (followed Jt. Executive Session)**

Members Present: Brigid Bieber, Jonathan Chinitz, Michael Coppelino, Terry Lindgren, Sharon Smith McManus, John Petersen
Others: Marie Altieri, Susan Horn, Liza Huber, Stephen Mills, Beth Petr

The meeting was called to order at 6:30 pm by Sharon Smith McManus.

The Acton-Boxborough Regional School Committee was polled and voted unanimously to go into Executive Session according to Chapter 39 Section 23A Paragraph 3, "To discuss strategy with respect to litigation if an open meeting may have a detrimental effect on the litigating position of the governmental body."

(See AB REGIONAL EXEC SUMMARY MINUTES)

At 6:40 pm, the Committee was polled and voted to go out of Executive Session.

At 6:40 pm, the Acton-Boxborough Regional School Committee was polled and voted unanimously to go into Executive Session (Joint School Committee) according to Chapter 39 Section 23A Paragraph 3, "To discuss strategy with respect to litigation if an open meeting may have a detrimental effect on the litigating position of the governmental body and to approve and release minutes with respect to strategy sessions in preparation for negotiations with nonunion personnel."

At 8:10 pm, the Committee was polled and voted to go out of Joint Executive Session.

CHAIRPERSON'S INTRODUCTION

Recommendation to Appoint Beth Petr as Acton-Boxborough Regional School Committee Secretary, 2009-2010

It was moved, seconded, and unanimously

VOTED: to appoint Beth Petr as Acton-Boxborough School Committee Secretary, 2009-2010

APPROVAL OF MINUTES

The minutes of June 18, 2009 were approved as presented.

STATEMENT OF WARRANT

The following warrants were signed by the chairperson and circulated to the rest of the Committee for signatures: Warrant #09-028 in the amount of \$229,937.68, Warrant #09-028A in the amount of \$75.98, Warrant #10-002 in the amount of \$959,847.43, Warrant #10-003 in the amount of \$540,300.79.

PUBLIC PARTICIPATION - none

UNFINISHED BUSINESS

Marie Altieri said that we are fully staffed. We have hired ten teachers at the Region and 21 teachers total K-12 to replace teachers who have retired or resigned. World Language teachers have been difficult to find. On the other hand, 118 people applied for a Social Studies position.

NEW BUSINESS

1. 2009-10 Student Handbook Modifications/Additions

It was moved, seconded, and

VOTED: To accept the 2009-10 Student Handbook Modifications/Additions

(Terry Lindgren abstained) Terry Lindgren and Michael Coppolino were concerned with the “without limitation” wording used in the “Search and Seizure” section. Dr. Callen said that this was suggested by the school attorney. Peter Ebb will be asked about this language. Dr. Callen agreed to give the Committee periodic updates on how this is applied.

2. Recommendation to Accept Gift from Amgen, Inc.

It was moved, seconded, and unanimously

VOTED: To accept, with gratitude, the generous gift of \$5,000. from Amgen, Inc. in honor of the 2009 Amgen Award for Science Teaching Excellence (AASTE) winner, Brian Dempsey.

This gift will be used to purchase equipment that will allow all Biology teachers to incorporate more labs into their curriculum.

3. Recommendation to Approve Food and Related Products (TEC) Bid

It was moved, seconded, and unanimously

VOTED: To approve the Food and Related Products (TEC) Bid.

4. Recommendation to Accept Gift from SADD

It was moved, seconded, and unanimously

VOTED: To accept, with gratitude, the generous gift of \$600. from SADD, Inc.

This gift will be used toward the cost of the bus that provided transportation for students who attended the prom in May.

FOR YOUR INFORMATION

1. ABRHS Info

Dr. Callen reported briefly on the Culminating School Improvement Report for 2008-09 and the School Improvement Plan for 2009-10, as well as the June 2009 Discipline Report. She gratefully acknowledged gifts from the MA Bluebird Association and Acton Memorial Library. A letter from CAFY supporting the breathalyzer purchase was mentioned.

2. RJGrey Info

Craig Hardimon provided the School Improvement Report, 2008-09 and School Improvement Plan, 2009-10 as well as the June 2009 Discipline Report. Mandarin classes will be offered as an elective now. A significant review of scheduling at the Junior High has been done. The 2009-10 Student Handbook Modifications/Additions were reviewed.

3. Letter from MA DESE re: Meeting Highly Qualified Teacher Goal

Dr. Mills commended the staff on having 100% Highly Qualified Teachers.

ISSUES FOR THE COMMITTEE

Letter from Maynard re: Regionalization Option

Dr. Mills has spoken to Maynard Superintendent Mark Masterson about meeting and will keep the Committee updated on the discussions.

(9:05 See JOINT SC OPEN MEETING MINUTES)

NEXT MEETING: September 3 - 7:30 pm, JH Library

The Acton-Boxborough meeting was adjourned at 10:30pm. The Acton Public School Committee continued.

Respectfully submitted,
Beth Petr, Secretary

R.J. Grey Class Size Report - October 1, 2009

Projected Class Size - *By Grade*

Year	Projections	Actual	Grade 7	Grade 8
2003-04*	926	925		
2004-05*	914	914		
2005-06*	957	946		
2006-07*	958	990		
2007-08*	958	963		
2008-09*	987	1003		
2009-10+	976	984	481	503
2010-11**	978		499	479
2011-12	985		482	503
2012-13	937		451	486
2013-14	905		450	455
2014-15	899		444	455
2015-16	890		442	448
2016-17	878		432	446

7th Grade Projections

Impact of 1/2 Team

8th Grade Projections

Year	7th grade w/ 4 teams		7th grade w/ 4 1/2 teams		8th grade w/ 4	
	Team size	Class Size	Team size	Class Size	Team size	Class Size
2009-10+	120	24	109	22	126	25
2010-11	125	25	113	23	120	24
2011-12	121	24	110	22	126	25
2012-13	113	23	103	21	122	24
2013-14	113	23	102	20	114	23
2014-15	111	22	101	20	114	23
2015-16	111	22	100	20	112	22
2016-17	108	22	98	20	112	22

Exploratory - *Projected Class Size*

Year	7th grade w/ 4 Exploratory Teachers	8th grade w/ 5 Exploratory Teachers
	Class Size	Class Size
2009-10+	27	25
2010-11	28	24
2011-12	27	25
2012-13	26	24
2013-14	26	23

**Including CHOICE projections

* Actual October 1 enrollment including Acton, Boxborough, and other enrollment status students.

+ Actual September 1, 2009 enrollment including Acton, Boxborough, and other enrollment status students.

Raymond J. Grey Junior High school
Fall Update
October 1, 2009

<i>The Opening Days of School</i>	
<i>Update</i>	<p>It was a wonderful opening at RJ Grey and our Assistant Principals, Andrew Shen and Allison Warren worked tirelessly this summer to ensure this smooth beginning to the year.</p> <p>471 grade seven students (of 479 enrolled) entered the building on Tuesday morning, September 1st. They met immediately with their teams to practice navigating the building, reviewing their schedules, opening their lockers, and beginning the process of getting to know their classmates. A new element of our 6-7 transition included a new presentation regarding cafeteria expectations and this review has already reduced disruptive cafeteria behavior; teasing, roughhousing, etc. The seventh graders enjoyed a BBQ lunch cooked by Principal Hardimon and Acton Police Officer Jim Goodemote. Following lunch, the 7th graders attended an all grade assembly and ended their day back on team. By dismissing school on this first day 6 minutes early, we drastically reduced student stress as teachers were immediately available to assist students in re-opening lockers, finding their way to buses, etc.</p> <p>On Wednesday, 495 grade eight students (of 504 currently enrolled) arrived, bringing our total student enrollment to 984 students. Following an introductory assembly, the 8th graders returned to their new teams where they also reviewed their new schedules and began the process of getting to know their new teammates.</p>

<i>An Update on Team and Class Size</i>	
<i>Update</i>	<p>RJ Grey teachers have a comprehensive understanding of adolescent development, and provide exemplary instruction in an intellectually and culturally rich curriculum. We continue to be concerned about our growing school population, as well as the diverse needs of our population, specifically in grade 8 and in Exploratory classes (please refer to Class Size Report attached).</p> <p>Conversely, the positive impact of the Grade 7 ½ team is shown on the attached chart as well. The commitment to reducing team size for Grade 7 positively supports student learning by increasing the actual time teachers spend on teaching, rather than class management. Moreover, teachers are able to provide more personalized instruction and feedback to students (both in quality and specificity). Specifically for 2009-2010, we have reduced team size by 11 students and our projection going forwards yields equally positive results. While we don't achieve our target of 100 student per team until 2015 (our current 1st graders), we are extremely pleased by this positive trend.</p> <p>Within a challenging fiscal climate, we continue to struggle with our response to this issue, as increased enrollment impacts curriculum effectiveness. Teachers describe making adjustments in the number of assignments and projects given to students, reducing their feedback to students, and general delays in responding to students. In general, the quality of education and the integrity of the curriculum are restored with reductions in team size.</p>

Our Core Values

<i>Update</i>	<p>In 1998, the NEASC Visiting Committee Report described the RJ Grey statement of purpose (its Vision Statement) to be “broad, appropriate and complete.” It further recommended that “consideration should be given to development of a digest of the statement for dissemination as the present statement is rather long.” At this time, the RJ Grey administration and staff believe that our current (10 page) statement requires review and modification to reflect today’s times and the current needs of our students in a more user friendly format. Above all, we prioritize our commitment to providing the best possible environment for teaching, with a strong and talented faculty and parents who are intimately involved in their child’s education and the life of the school. This combination of factors encourages our growth as a school system and enables us to prioritize the needs of our most valuable resource – the students. These priorities will undoubtedly include:</p> <ul style="list-style-type: none">• High academic achievement for all Students• Excellence in Teaching• Respect for Human Differences• Collaborative Relationships
----------------------	---

Electronic Interim Progress Reports

<i>Update</i>	<p>At RJ Grey, student progress is reported in a variety of ways. For the most part, students at RJ Grey achieve the desired levels of academic performance; a very high percentage of students earn honor roll status. While no formal assessment process is used to determine the school’s effectiveness in helping students become lifelong learners or responsible citizens, these goals are articulated within the RJ Grey vision statement and informal techniques are imbedded within classrooms, the school at large, and during school activities. In some classrooms personal growth is measured using rubrics, self-evaluations, team teacher discussions, and monitoring of students participating in school sponsored activities.</p> <p>Report cards are currently issued quarterly and interim progress reports are sent at least halfway through each quarter to notify parents of students experiencing difficulty or showing significant improvement. Parent meetings with teams or individual teachers are scheduled through the counseling department. Individual reporting by teachers to parents may also be provided through weekly progress reports and phone calls.</p> <p>At the present time, staff training is being provided using “PowerTeacher” which will allow our teachers to complete progress reports electronically; assessing student progress will become much more efficient. In addition, the leadership team has defined the set of criteria for when interims are required:</p> <ul style="list-style-type: none">• Course grade of C- or below• Missing 1/3 or more of homework assignments• Missing a major project• Significant grade drop <p>Teachers may choose to send information home to parents and guardians regarding other aspect of their child’s performance. Going forward, teachers will be applying this criteria and electronic progress reports are anticipated for Term 2 (January 2010).</p>
----------------------	---

Transitioning to Trimesters

Update

During the 2008-2009 school year, RJ Grey staff and administrators initiated a customized self-assessment pertaining to re-examining the RJG scheduling structure. As part of the process, a Scheduling Committee developed and tabulated a comprehensive survey, focused on examining the strengths and weaknesses of the current schedule, determining the team based priorities for on team and off team classes, etc. A series of team based focus groups were scheduled to analyze survey data and identify themes. Having researched all components of a successful schedule, the process confirmed the effectiveness of the school's current schedule, with a commitment to move towards a trimester grading model for the start of the 2010-2011 school year.

In order to ensure a successful transition to trimesters, it has been determined that a more efficient and viable system for effective home/school communication is required, specifically with regard to interim progress reports. In this regard, training all staff on the use of "PowerTeacher", an electronic grade book program, is in process.

Moreover, we want to include our families and students in understanding the specifics of trimester programming; how it works and how it may enhance student learning. In this regard, a parent forum will be part of the process, as well as a Frequently Asked Questions (FAQ) handout regarding trimesters that can be shared with new and current students. This will also become a part of the registration packet.

Measuring Student Progress through MCAS Participation

Update

In general, the RJ Grey staff believe that assessing student learning and school quality requires broader measures that go beyond test scores; excessive reliance on standardized tests can detract from, rather than improve, student learning. While we regularly review test results to find ways to improve instruction, we also recognize that state tests are only part of the story.

The federal government uses student and MCAS performance to determine progress “toward achievement by 2014” by the national goal set forth in NCLB. The Department of Elementary and Secondary Education (DESE) evaluates MCAS results to determine a school’s performance based on Adequate Yearly Progress (AYP) and the formula has factors that are weighted differently. Previously the DESE special education looked at progress using multiple years. Now, annual feedback is provided. At RJ Grey, the staff continues to address the needs of those special education students who fell below the required threshold for Annual Yearly Progress (AYP), but for those students, it must be noted that participation in MCAS is determined within the Team meeting/IEP process. For a very small number of students, participation in an alternative MCAS portfolio is recommended; for others, standard and/or non-standard accommodations are warranted. In all cases, parents provide written consent regarding recommendations made by the Team.

To enhance support to all students in mathematics, the RJ Grey math department is working closely with special education staff, with Academic Support and Title I staff, with sixth grade teachers and with math teachers at the High School to increase the coordination and articulation of our curricular content and our methods of delivery. The goal is to strengthen the presentation of basic skills and important concepts using a tier intervention model with age-appropriate, intellectually stimulating and research-based materials and strategies. We have increased supports through the purchase of new math books and have refined how we assess students in grade six for more accurate and appropriate leveling within our seventh grade math classes. Professional development programs have enhanced our teachers’ already strong foundation in math pedagogy for middle school age children with a wide range of learning styles. All these elements have proven effective. In addition, special educators are restructuring small group special education math classes that will offer re-teaching and direct practice of MCAS concepts. We are confident that our efforts to improve what is already a strong math program at R.J.Grey will have a positive impact on all our students, as well as meet the state’s expectations for the performance levels of each subgroup of our population.

Anti-Bullying Initiatives

<i>Update</i>	<p>School based bullying prevention programs vary a great deal in their target population, their comprehensiveness, and the specific approaches they take. RJ Grey administrators and staff recognize the need to customize bullying prevention programs for our junior high students, including strong family involvement and student training. RJ Grey counselors have worked to enhance an already strong bullying curriculum to be taught within all 7th grade classrooms; one that includes cyber safety as a top priority. RJ Grey participation on the Anti-Bullying Task Force, including parents, teachers, counselors and administrators will further examine the existing policies on bullying and hazing and develop a coordinated set of procedures to be used for both the elementary and secondary schools. As a result, the RJ Grey handbook will have updated guidelines and procedures which will provide further specificity regarding current student issues (cyberspace, all types of harassment, etc.).</p>
----------------------	--

Applying the Wellness Policy and Procedures

<i>Update</i>	<p>In applying the district's Wellness Policy and Procedures, the RJ Grey Health Advisory Council will play an important role in applying the new Wellness policies and procedures; developing customized guidelines for the planning of snacks, celebrations and after-school events, and responding to life threatening food allergies as well. These will be our goal areas for the 2009-2010 school year. The goal is not to eliminate celebrations or team building activities, but to plan food events with healthy choices and food alternatives; all choices must increase health awareness and promote a healthy environment. Over the course of the fall, we will brainstorm, build consensus and agreement among ourselves and our parent representatives around this issue. We will also communicate with families so everyone will know what to expect.</p> <p>Pertaining to Life Threatening Allergies, we are committed, as a staff, to ask and answer the following question: How can the child participate fully and fairly? This requires a student centered analysis, as well as the provision of reasonable accommodations, i.e., providing an environment, within reason, that is free of allergens, to complete a person specific analysis and develop a plan; one that is protective of a students' immediate environment and inclusive as well. In these cases, the Principal and School Nurse are heavily involved in developing health plans, implemented by designated staff.</p>
----------------------	--

The Status of Mandarin

<i>Update</i>	<p>The junior high has been committed to expanding our world language offerings to include Mandarin Chinese. In reviewing student enrollment for the 2009-2010 school year, and despite multiple opportunities for registration, we realized that we could not offer the program as originally envisioned. As such, the RJ Grey has decided to make efforts to offer a Mandarin Chinese elective course to interested students; a course that would be similar to art, chorus, and band. Structured as a half-year elective, this course would meet every other day, and will be graded Pass/Fail. We are in the process of generating interest for Term 3 and an update will be provided by December, 2009. We continue to remain committed to the idea of introducing Mandarin Chinese at the junior high and recognize that the best initiatives often take more time than originally envisioned or anticipated.</p>
---------------	--

2009-2010 Parent Forums

<i>Update</i>	<p>A series of parent and guardian forums offered over the past several years have provided critical support to our families as they strive to understand the issues that confront our students today. The following titles reflect both staff and parent interest and are being considered for the 2009-2010 school year:</p> <ul style="list-style-type: none">• Haggling with Homework.....A Toolkit for Supporting Your Child• The World of the Adolescent: Stresses, Challenges and Self-Esteem.• Proactive Student Discipline at Home and at School
---------------	---

The Dragonfly Theatre – With Special Thanks

<i>Update</i>	<p>We are extremely grateful for the most generous gift from Mr. Bern Haan to be used to upgrade the RJ Grey auditorium (soon to be renamed the Dragonfly Theatre), and for the Performing Arts programs at Acton-Boxborough.</p> <p>As we begin the theatre upgrade process, Director of Facilities JD Head, ABRHS AV and Theatre Specialist Brendan Hearn, Open Door Board of Directors President Glenn Herdeg and I are working together to identify a consultant to help us navigate this process. Once identified, we hope to meet with the consultant, as well as Jeanne Goulet and Allen Warner, to review our options and formulate an action plan.</p>
---------------	---

ELL STUDENT POPULATION
Acton-Boxborough Regional School District
October 1, 2009

Category	Final Total as of 9/1/2009	Additions	Subtractions	Current Total as of 10/1/2009
RJG JHS	9	+1	0	10
ABRHS	10	0	0	10
ABRSD TOTALS	19	+1	0	20

To: Stephen Mills
From: Larry Dorey
Re: Discipline Report for September, 2009
Date: 10/1/09

There were 16 discipline referrals to the administration during the month of September. This total is down from 39 the year before. There was 1 student suspended this month, while 6 students were suspended during September, 2008.

Referral	2005	2006	2007	2008	2009
Abusive/Obscene Language				1	
Alcohol Use		1			
Disruptv./Uncoop/Behav.	1				
Drug Possession				2	1
Fighting	3	2			
Other	1			1	
Noncompliance w/school rules				1	
Physical Aggression	1				
Stealing	1	3			
Truancy Issues		1			
Vandalism				1	
Total	7	7	0	6	1

A comparison of the breakdown of other infractions/concerns appears on the back side of this page.

c: A. Callen

Other Infractions

Infraction	2005	2006	2007	2008	2009
Abusive/Obscene Language	1			1	
Alcohol Possession		1			
Chem H-Alcohol				1	
Chem H-Drugs			1		
Computer Use Violation	1		1		
Disrespectful				2	1
Disruptv./Uncoop/Behav.	8			1	2
Drug Possession				2	1
Fighting	3	2			
Forgery		1	1	1	
Forgery/Cheating	2		1		
Harassment	1	3	3	3	1
Leaving School Grounds	12	5	12	11	3
Non compliance w/school rules				1	1
Other	1			7	
Out-of-School Issue				2	
Parking Violations					4
Physical Aggression	3				
Stealing	2	3			
Tardy					1
Threatening			1		
Truancy	1	5	2	6	2
Vandalism				1	
Total	35	20	22	39	16

**JOINT
ACTON/ACTON-BOXBOROUGH REGIONAL SCHOOL COMMITTEE MEETING
DRAFT MINUTES (#4 of 5)**

Library
R.J. Grey Junior High School

August 6, 2009
9:05 – 10:30 pm (following AB meeting)

Members Present: Brigid Bieber, Jonathan Chinitz, Michael Coppelino, Terry Lindgren, Sharon Smith McManus, John Petersen
Others: Marie Altieri, Susan Horn, Liza Huber, Stephen Mills, Beth Petr

The Acton Public School Committee resumed for the Joint portion of the meeting at 9:05pm.

CHAIRPERSON’S INTRODUCTION

New Superintendent’s Entry Plan – Dr. Stephen Mills

Dr. Mills plans to meet with as many individuals and stakeholder groups as possible over the next three - four months, as a way to learn more about the community. In his first week, he has had a dozen of these confidential, one-on-one “listening sessions”. He will also be available for 30 – 45 minutes prior to each local School Committee meeting at the host school for parents/guardians and staff to meet informally with him. He will periodically report back to the School Committee on this plan.

APPROVAL OF JOINT MINUTES

The minutes of June 18, 2009 were approved as presented.
The minutes of July 1, 2009 were approved as presented.

PUBLIC PARTICIPATION

Nancy Sherburne and Bill Guthlein, Acton Boxborough Special Education Parent Advisory Council chairs gave folders to the Committee in preparation for their presentation at the September School Committee meeting. The material is also posted on the SPEDPAC website at: <http://www.abspedpac.org> Liza Huber thanked the SPEDPAC for their extensive work. A response from Pupil Services was posted on the school website.

UNFINISHED BUSINESS

1. ALG Report/FinCom Report

The Acton Finance Committee could present their “Point of View” document at the September School Committee meeting. They would like to hear the School Committee’s thoughts on it. Mike Coppelino has been collecting data from the Dept of Education website regarding towns we compare ourselves to. Mike will share that with the Committee next month.

Sharon McManus reported on the Acton Leadership Group (ALG)’s latest meeting on July 29. Should an Acton Fall Town Meeting be considered to close the \$600,000 budget gap (\$800 - \$200)? Terry Lindgren asked if the ALG spreadsheet could cover the next three years. John Petersen thought the Committee should take a more pessimistic view of the numbers. Jonathan Chinitz said the Committee should be having a conversation about expenses and the deficit, not about best guess revenue. He pointed out that ALG has the most up to date numbers.

2. BLF Report

Brigid Bieber said there has been no Boxborough Leadership Forum (BLF) since June. She invited Steve Mills to come to their next meeting.

3. FY’10 Budget Update

Marie Altieri reported on FY 10 in Tess Summers' absence. Tess will report next month. Great job was done closing out FY09. At the Region, \$525,000 will flow out to E&D and the Local resulted in \$400,000 for \$925,000 total as a result of all of the cost savings proposals for FY09. John Petersen noted that for FY10, without the stimulus money, we have a structural deficit. Liza Huber said that the circuit breaker funding is now at 40%, compared to 60% in the past, and it is not stable yet. The \$600,000 deficit needs to be resolved by December. If the budget is just going to be reduced, only the Regional Budget can be handled lowered without a Town Meeting vote. Jonathan Chinitz expressed urgency on this issue saying that a decision should be made in the next 30 days.

4. Health Insurance Trust

John Petersen reported on the Policy Workshop on Health Insurance.

5. SPED Financial Task Force Update

Liza Huber shared "The Process, Cost Drivers, and Cross-School Data Analysis of Special Education in the Acton Public and Acton –Boxborough Regional Schools – Fiscal Task Force Recommendations Through Action Plans". Mike Coppolino asked for Dr. Mills' opinion on this document after he has had time to review it and learn more about our system.

6. Posting School Contracts/Manuals

Marie Altieri reported that a large amount of information is now posted on the school website, under the "Human Resources" tab across the top. She thanked Priscilla Kotyk for posting all of the material.

NEW BUSINESS

Terry Lindgren asked members to voice their opinion on the Green Communities Act to Sharon and she will pass comments on the Paulina Knibbe (BOS). Grant deadline is Friday.

FOR YOUR INFORMATION

1. Grant Allocations for 2010 – *Susan Horn*
2. Solar Power Update – memo from JD Head
3. Staff Inservice Credit Info – *Susan Horn/Marie Altieri*

ISSUES FOR THE COMMITTEE

1. Members were invited to the New Teacher Luncheon on August 26 (12:30 pm at RJ Grey Junior High Library)
2. Members were invited to the First Day for All Staff on August 31 at ABRHS 7:45 – 8:45 am – Continental Breakfast; 9 am Welcome by the Superintendent
3. Open Meeting Law Complaint
 - July 15, 2009 Letter from Middlesex District Attorney
 - July 3, 2009 Email Complaint from Allen Nitschelm and Charles KadlecThe School District has received an extension until August 14 to respond to the Letter from the Middlesex District Attorney. The executive session minutes involved have all been released now.

The Acton-Boxborough Regional School Committee voted to adjourn at 10:30pm.
The Acton Public School Committee continued.

Respectfully submitted,
Beth Petr
Secretary

**JOINT
ACTON/ACTON-BOXBOROUGH REGIONAL SCHOOL COMMITTEE MEETING
DRAFT MINUTES**

Library
R.J. Grey Junior High School

August 12, 2009
7:00 pm

<i>Members Present:</i>	Brigid Bieber, Jonathan Chinitz, Michael Coppolino, Xuan Kong, Terry Lindgren, Sharon Smith McManus, Maria Neyland, Bruce Sabot (7:15)
<i>Members Absent:</i>	John Peterson
<i>Also Present:</i>	Marie Altieri, Steve Mills, Beth Petr

The meeting was called to order at 7:05 p.m. by Sharon McManus and Xuan Kong, respective Committee Chairs.

At 7:07 pm, the Acton-Boxborough Regional School Committee was polled and voted unanimously to go into Executive Session (Joint School Committee) according to Chapter 39 Section 23A Paragraph 3, "To discuss strategy with respect to litigation if an open meeting may have a detrimental effect on the litigating position of the governmental body."

At 7:08pm, the Acton Public School Committee was polled and voted unanimously to go into Executive Session (Joint School Committee) according to Chapter 39 Section 23A Paragraph 3, "To discuss strategy with respect to litigation if an open meeting may have a detrimental effect on the litigating position of the governmental body."

At 9:10pm, the Joint meeting resumed.

The Acton-Boxborough Regional School Committee Meeting adjourned at 9:11pm.
The Acton Public School Committee Meeting adjourned at 9:12pm.

Respectfully submitted,
Beth Petr
Secretary

Date: Sun, 27 Sep 2009 17:39:17 -0400

From: "John Petersen" <john.s.petersen@verizon.net>

Subject: Petersen comments/questions re 1 Oct packet

To: "Sharon Smith McManus" <ssmcmanus@rcn.com>

Cc: "Stephen Mills" <smills@mail.ab.mec.edu>,"Kong, Xuan (School Committee)" <XuanKongSC@gmail.com>

Sharon,

Thank you for working with Steve and his staff to get the packet out on Friday so that we could look at it over the weekend. I have the following questions/comments.

V.2.C "Class count summary"

While I very much appreciate the detail and extended history, I would like "data" handouts of this type to be accompanied by analysis and recommendations. In this case, analysis should include trends by subject matter and level. Impact of class sizes on our educational mission should be presented. Recommendations by subject area should be made. The diversity of our course offering should be discussed and a determination of whether or not we are providing a sufficiently diverse offering should be made. If the information is basically for the information of the committee this should be noted, if committee action is required a recommendation should be offered.


III.JT.1.a Solar Power Recommendation

It is exciting to have the opportunity to save money and become more green. However, given the length of the commitment period, any proposal must be subjected to the highest level of scrutiny. At the highest level this requires an understanding of the financial structure and viability of any solar provider. I looked at the web site for Nexamp <http://www.nexamp.com/> and found no financial statements (it appears to be privately held). Please ask JD to provide information regarding the financial structure of the company, information about the source of capital that would specifically finance the APS/AB project as well as information about contract termination/renegotiation in case of bankruptcy or significant financial weakness of the Nexamp business. Please ask JD to present the electric budget in total (ideally actuals for 3 yrs - \$ and Kwh), not just the expected change in the budget. Also, please have JD include a 3-year projection of electric costs if we do nothing. Finally, were our current providers contacted to see if they were interested in bidding on this opportunity?

Again, I very much appreciate the opportunity to have the weekend to review the packet.







John

From:  Beth Petr
JD Head

Thursday, October 01, 2009 9:22:29 AM 

Subject: Fwd(2): Re: Fwd: Petersen comments/questions re 1 Oct packet

To:  AB School Committee

Attachments:	 Acton Schools Tracking DOER elec.xls	157K
	 3 year projection 0 utility increase.xlsx	89K
	 3 year projection 0 utility increase ABRSD.xlsx	62K
	 Photo of RJ Grey Proposed design.doc	3.7M
	 Photo of Doug Proposed design.doc	2.4M
	 Photo of HS Proposed design.doc	2.2M

Forwarding per Sharon McManus.

----- Original Message -----

----- Original Message -----

Stephen Mills writes:

III.JT.1.a Solar Power Recommendation

It is exciting to have the opportunity to save money and become more green. However, given the length of the commitment period, any proposal must be subjected to the highest level of scrutiny. At the highest level this requires an understanding of the financial structure and viability of any solar provider. I looked at the web site for Nexamp <http://www.nexamp.com/> and found no financial statements (it appears to be privately held). Please ask JD to provide information regarding the financial structure of the company, information about the source of capital that would specifically finance the APS/AB project

I forwarded this question onto NexAmp and received the following response ...*Nexamp is a privately held company and will generate approximately \$10M in revenue this year. Nexamp Capital is fully owned subsidiary of Nexamp and we will finance this project off our own balance sheet.* . not sure if that one line is the level of detail you were looking for or not (my guess is not). I know this subject has come up in the FinnComm memo as well and I am sensitive to it. I can say as someone who pays very close attention to the industry and has been researching renewable energy for a few years now, I believe this is an outstanding company with brilliant senior leadership. I mean that. They are also DCAM (Department of Capital Asset Management, DCAM) certified by the State (I have a copy of their certification), with a 100 out of 100 rating and are permitted to take on projects up to 8 million dollars in size. This certification is a significant item as many of their competitors are certified DCAM electrical contractors, but not many are certified energy providers. NexAmp is certified in both. I also know that this company was the only company that gave me a project that I would even consider recommending to the committee and they had the same information as every other company. The difference is they listened, they understand the rebates and the Commonwealth Solar program better than anyone else, and they clearly have an interest in



servicing the client as a core competency. I feel 100 percent secure putting myself on the line in recommending this company.

information about contract termination/renegotiation in case of bankruptcy or significant financial weakness of the Nexamp business.

We discussed this in our meeting with NexAmp. This is their response...*To address your questions as to what happens in the event of a Nexamp bankruptcy or insolvency. The rule of law still applies, so the most likely scenario is that someone will buy or acquire the asset/contract from Nexamp and continue the agreement uninterrupted. The worst case scenario, however, would be that this entity would remove the asset from the roof. There would be little reason for them to do this unless you defaulted on your payment, since the contract would afford them a consistent revenue stream (the reason they would buy the contract in the first place).* Another item to keep in mind is that the panels and all associated hardware is recyclable and landfillable. Additionally the salvage value of the equipment is worth a great deal as the panels are made from Crystalline (very valuable rare resource) and the hardware is all Aluminum. That said, I think NexAmp is correct in that someone else would buy the recs and take on NexAmp's role as a PPA provider. Our PPA will protect us from price escalation, so regardless of who owns the system we would pay the same rate for the duration of the term. We also have a buy out clause at net present value, and we would have rights of first refusal to buy the system if NexAmp fell on hard times. If we ever bought out the system (something we may want to consider down the road regardless of NexAmp's health) the loan payment on the buy out may be less than savings we are generating by producing the energy.

Please ask JD to present the electric budget in total (ideally actuals for 3 yrs - \$ and Kwh), not just the expected change in the budget. Also, please have JD include a 3-year projection of electric costs if we do nothing. Finally, were our current providers contacted to see if they were interested in bidding on this opportunity?

Attached is our 3 year history. We don't have 3 year projections. Every year sit down with our consultant in the spring and try and predict our consumption for the next budget year based on our demand history and conservation measures we have put in place from one year to the next. In this situation we are actually locked in on a electrical contract until 2012, so unless the DOER changes the distribution charges our usage / demand and cost projections would be very similar to what was presenting in this years budget cycle. I hope that our conservation measures will allow us to begin projecting less consumption. Essentially if we do nothing we will not save 7K at APS and 4.5K at ABRSD. Meaning we will consume more energy at all locations than the panels will produce, so basically if we do nothing we will still consume and buy the energy, just at a higher rate and it will be a produced via fossil fuels. If we move forward in year one we will save 7K at APS and 4.5K at ABRSD, and the same until 2012. After 2012 the savings will increase because our utility electrical costs will increase, this is where NexAmp's projections in the packet come into play. I have also attached a three year analysis from NexAmp that may help as well.



Jonathan also asked about our long term liability.

I have thought a lot about this as I want a successful project more than anyone being the first one up the tree. I honestly don't see a great deal of long term risk as I look at a risk assessment of the project. I don't see the equipment on the roof being any different than all the equipment we currently have up there. The roofing membrane is not a great concern as they work directly with our warranty holders and the project does not void any warranties. We have a zero dollar capital investment. We can buy out if we ever have the capital to do so. Really I feel it is great as we are locked in for the next 20 or 25 years to purchase a guaranteed minimum 300,000 Kwh per year at a specific rate. I think the project scope in the presentation will shed more light on this. Please also let me know if there is a specific area of liability you had in mind and hopefully I could elaborate.

Also, to all committee members, please email me if you know you have questions that you want answered. My goal is to leave the meeting with a definitive yes or no on the project. A vote, if you are so inclined. I think a motion would read something like this: *The Administration recommends to vote the following: The APS Committee and the ABRSD Committee hereby approve the solar panel project as proposed by the NexAmp proposal dated 9/24/2009 and enter into a power purchase agreement with NexAmp not to exceed 25 years with the purpose of providing solar generated power to the Jr High School, High School, and Douglas School.* Language would need to be tightened up.

Also attached are scanned photos of the proposed layouts on the buildings which may help put things into context.

JD



NEXAMP Solar Power Purchase Agreement (PPA) Estimated Savings Analysis: Acton Douglas Elementary
DATA ENTRY AND FINANCIAL SUMMARY

Key

Entry Cells	
Calculation Cells (Not for Entry)	
Term of Power Purchase Contract and Option	 25 Years
Solar System Size	 103.750 kW (DC STC)
Annual Net Coefficient Factor	 12.50% kW (DC STC) to kWh AC
Annual Solar Production	 113,584 kWh
Current Utility Electricity Price (Year 1)	 \$ 0.150 \$/kWh
Nexamp PPA Electricity Price (Year 1)	 \$ 0.0690 \$/kWh
Annual Nexamp Price Contract Annual Inflation	 \$ 0.00% per annum
Initial Payment	 \$ -
Annual Production Degradation	 0.5%

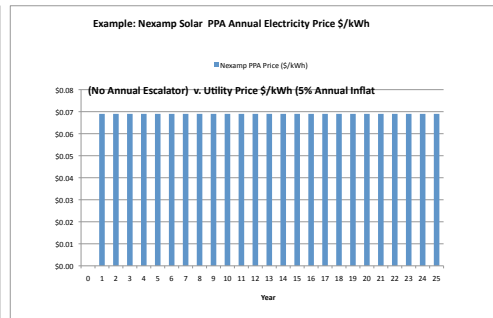
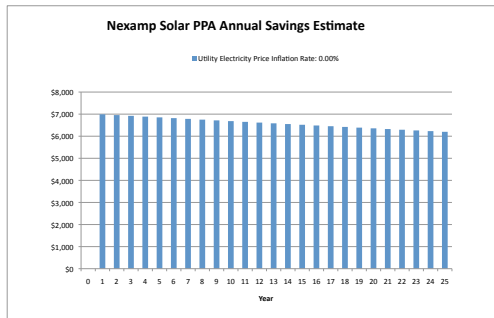
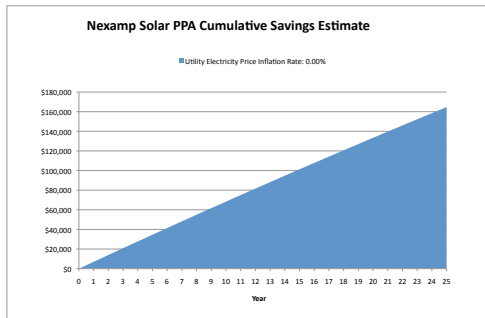


	Year 0	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12	Year 13	Year 14	Year 15	Year 16	Year 17	Year 18	Year 19	Year 20	Year 21	Year 22	Year 23	Year 24	Year 25	
Nexamp PPA Price (\$/kWh)	\$ 0.0690	\$ 0.0690	\$ 0.0690	\$ 0.0690	\$ 0.0690	\$ 0.0690	\$ 0.0690	\$ 0.0690	\$ 0.0690	\$ 0.0690	\$ 0.0690	\$ 0.0690	\$ 0.0690	\$ 0.0690	\$ 0.0690	\$ 0.0690	\$ 0.0690	\$ 0.0690	\$ 0.0690	\$ 0.0690	\$ 0.0690	\$ 0.0690	\$ 0.0690	\$ 0.0690	\$ 0.0690	\$ 0.0690	\$ 0.0690
Annual Electricity Generation (kWh)	113,584	113,016	112,451	111,889	111,330	110,773	110,219	109,668	109,120	108,574	108,031	107,491	106,954	106,419	105,887	105,357	104,831	104,306	103,785	103,266	102,750	102,236	101,725	101,216	100,710		
PPA Electricity Payment	\$ 7,837	\$ 7,798	\$ 7,759	\$ 7,720	\$ 7,682	\$ 7,643	\$ 7,605	\$ 7,567	\$ 7,529	\$ 7,492	\$ 7,454	\$ 7,417	\$ 7,380	\$ 7,343	\$ 7,306	\$ 7,270	\$ 7,233	\$ 7,197	\$ 7,161	\$ 7,125	\$ 7,090	\$ 7,054	\$ 7,019	\$ 6,984	\$ 6,949		

SCENARIO ANALYSIS: ANNUAL SAVINGS

Utility Electricity Price Inflation Rate: 0.00%

	Year 0	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12	Year 13	Year 14	Year 15	Year 16	Year 17	Year 18	Year 19	Year 20	Year 21	Year 22	Year 23	Year 24	Year 25	
Avoided Utility Electricity Price (\$/kWh)	\$ 0.1306	\$ 0.1306	\$ 0.1306	\$ 0.1306	\$ 0.1306	\$ 0.1306	\$ 0.1306	\$ 0.1306	\$ 0.1306	\$ 0.1306	\$ 0.1306	\$ 0.1306	\$ 0.1306	\$ 0.1306	\$ 0.1306	\$ 0.1306	\$ 0.1306	\$ 0.1306	\$ 0.1306	\$ 0.1306	\$ 0.1306	\$ 0.1306	\$ 0.1306	\$ 0.1306	\$ 0.1306	\$ 0.1306	\$ 0.1306
Avoided Utility Electricity Payment	\$ 14,829	\$ 14,755	\$ 14,681	\$ 14,608	\$ 14,535	\$ 14,462	\$ 14,390	\$ 14,318	\$ 14,246	\$ 14,175	\$ 14,104	\$ 14,034	\$ 13,964	\$ 13,894	\$ 13,824	\$ 13,755	\$ 13,686	\$ 13,618	\$ 13,550	\$ 13,482	\$ 13,415	\$ 13,348	\$ 13,281	\$ 13,215	\$ 13,148	\$ 13,082	\$ 13,016
Nexamp PPA Electricity Payment	\$ -	\$ 7,837	\$ 7,798	\$ 7,759	\$ 7,720	\$ 7,682	\$ 7,643	\$ 7,605	\$ 7,567	\$ 7,529	\$ 7,492	\$ 7,454	\$ 7,417	\$ 7,380	\$ 7,343	\$ 7,306	\$ 7,270	\$ 7,233	\$ 7,197	\$ 7,161	\$ 7,125	\$ 7,090	\$ 7,054	\$ 7,019	\$ 6,984	\$ 6,949	
Annual Savings/(Loss)	\$ -	\$ 6,992	\$ 6,957	\$ 6,922	\$ 6,888	\$ 6,853	\$ 6,819	\$ 6,785	\$ 6,751	\$ 6,717	\$ 6,684	\$ 6,650	\$ 6,617	\$ 6,584	\$ 6,551	\$ 6,518	\$ 6,486	\$ 6,453	\$ 6,421	\$ 6,389	\$ 6,357	\$ 6,325	\$ 6,293	\$ 6,262	\$ 6,231	\$ 6,200	
Cumulative Savings/(Loss)	\$ -	\$ 6,992	\$ 13,949	\$ 20,871	\$ 27,759	\$ 34,612	\$ 41,431	\$ 48,216	\$ 54,967	\$ 61,684	\$ 68,368	\$ 75,018	\$ 81,635	\$ 88,219	\$ 94,770	\$ 101,288	\$ 107,774	\$ 114,227	\$ 120,648	\$ 127,036	\$ 133,393	\$ 139,718	\$ 146,012	\$ 152,274	\$ 158,504	\$ 164,704	



Sensitivity Analysis: Utility Electricity Price Inflation Rate

Utility Inflation Rate	Total Savings	Average Annual Savings
0.00%	\$ 164,704	\$ 6,588
0.00%	\$ 164,704	\$ 6,588
0.00%	\$ 164,704	\$ 6,588

NEXAMP Solar Power Purchase Agreement (PPA) Estimated Savings Analysis: Acton Boxborough HS and JHS
DATA ENTRY AND FINANCIAL SUMMARY

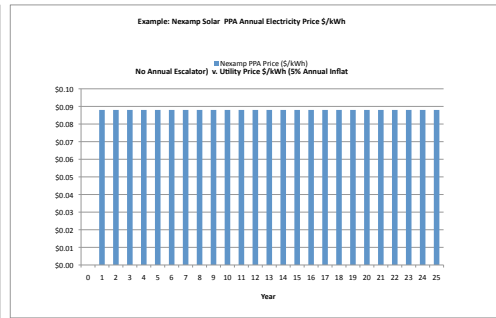
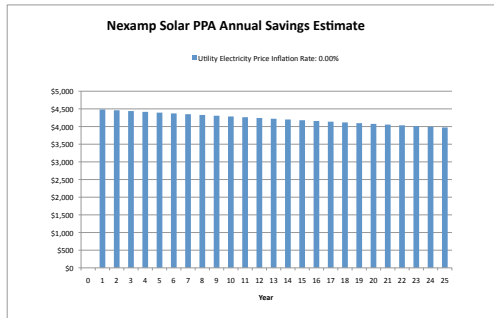
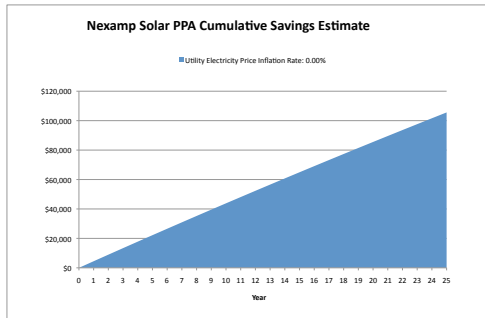
Key

Entry Cells	
Calculation Cells (Not for Entry)	
Term of Power Purchase Contract and Option	25 Years
Solar System Size	206,230 Watts (DC STC)
Annual Net Coefficient Factor	12.40% kW (DC STC) to kWh AC
Annual Solar Production	224,015 kWh
Current Utility Electricity Price (Year 1)	\$ 0.1080 \$/kWh
Nexamp PPA Electricity Price (Year 1)	\$ 0.0880 \$/kWh
Annual Nexamp Price Contract Annual Inflation	0.00% per annum
Initial Payment	\$ -
Annual Production Degradation	0.5%



Year	Year 0	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12	Year 13	Year 14	Year 15	Year 16	Year 17	Year 18	Year 19	Year 20	Year 21	Year 22	Year 23	Year 24	Year 25	
Nexamp PPA Price (\$/kWh)		\$ 0.0880	\$ 0.0880	\$ 0.0880	\$ 0.0880	\$ 0.0880	\$ 0.0880	\$ 0.0880	\$ 0.0880	\$ 0.0880	\$ 0.0880	\$ 0.0880	\$ 0.0880	\$ 0.0880	\$ 0.0880	\$ 0.0880	\$ 0.0880	\$ 0.0880	\$ 0.0880	\$ 0.0880	\$ 0.0880	\$ 0.0880	\$ 0.0880	\$ 0.0880	\$ 0.0880	\$ 0.0880	\$ 0.0880
Annual Electricity Generation (kWh)		224,015	222,995	221,780	220,674	219,568	218,470	217,378	216,291	215,210	214,133	213,063	211,997	210,936	209,883	208,833	207,789	206,750	205,717	204,686	203,655	202,646	201,633	200,625	199,622	198,624	198,624
PPA Electricity Payment		\$ 19,713	\$ 19,615	\$ 19,517	\$ 19,419	\$ 19,322	\$ 19,225	\$ 19,129	\$ 19,034	\$ 18,938	\$ 18,844	\$ 18,750	\$ 18,656	\$ 18,563	\$ 18,470	\$ 18,377	\$ 18,285	\$ 18,194	\$ 18,103	\$ 18,013	\$ 17,922	\$ 17,833	\$ 17,744	\$ 17,655	\$ 17,565	\$ 17,475	\$ 17,385

SCENARIO ANALYSIS: ANNUAL SAVINGS		Year 0	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12	Year 13	Year 14	Year 15	Year 16	Year 17	Year 18	Year 19	Year 20	Year 21	Year 22	Year 23	Year 24	Year 25
Utility Electricity Price Inflation Rate:		0.00%																									
Avoided Utility Electricity Price (\$/kWh)		\$ 0.1080	\$ 0.1080	\$ 0.1080	\$ 0.1080	\$ 0.1080	\$ 0.1080	\$ 0.1080	\$ 0.1080	\$ 0.1080	\$ 0.1080	\$ 0.1080	\$ 0.1080	\$ 0.1080	\$ 0.1080	\$ 0.1080	\$ 0.1080	\$ 0.1080	\$ 0.1080	\$ 0.1080	\$ 0.1080	\$ 0.1080	\$ 0.1080	\$ 0.1080	\$ 0.1080	\$ 0.1080	\$ 0.1080
Avoided Utility Electricity Payment		\$ 24,196	\$ 24,075	\$ 23,954	\$ 23,835	\$ 23,716	\$ 23,597	\$ 23,479	\$ 23,362	\$ 23,245	\$ 23,129	\$ 23,013	\$ 22,898	\$ 22,783	\$ 22,669	\$ 22,556	\$ 22,443	\$ 22,331	\$ 22,219	\$ 22,108	\$ 21,998	\$ 21,888	\$ 21,778	\$ 21,669	\$ 21,561	\$ 21,453	\$ 21,345
Nexamp PPA Electricity Payment		\$ 19,713	\$ 19,615	\$ 19,517	\$ 19,419	\$ 19,322	\$ 19,225	\$ 19,129	\$ 19,034	\$ 18,938	\$ 18,844	\$ 18,750	\$ 18,656	\$ 18,563	\$ 18,470	\$ 18,377	\$ 18,285	\$ 18,194	\$ 18,103	\$ 18,013	\$ 17,922	\$ 17,833	\$ 17,744	\$ 17,655	\$ 17,565	\$ 17,475	\$ 17,385
Annual Savings/(Loss)		\$ -	\$ 4,483	\$ 4,460	\$ 4,438	\$ 4,416	\$ 4,394	\$ 4,372	\$ 4,350	\$ 4,328	\$ 4,306	\$ 4,285	\$ 4,263	\$ 4,242	\$ 4,221	\$ 4,200	\$ 4,179	\$ 4,158	\$ 4,137	\$ 4,116	\$ 4,096	\$ 4,075	\$ 4,055	\$ 4,035	\$ 4,015	\$ 3,994	\$ 3,974
Cumulative Savings/(Loss)		\$ -	\$ 4,483	\$ 8,943	\$ 13,390	\$ 17,796	\$ 22,190	\$ 26,561	\$ 30,911	\$ 35,239	\$ 39,545	\$ 43,830	\$ 48,094	\$ 52,336	\$ 56,556	\$ 60,756	\$ 64,935	\$ 69,093	\$ 73,230	\$ 77,346	\$ 81,442	\$ 85,517	\$ 89,572	\$ 93,607	\$ 97,622	\$ 101,616	\$ 105,590



Sensitivity Analysis:		
Utility Electricity Price Inflation Rate		
Utility Inflation Rate	Total Savings	Average Annual Savings
0.00%	\$ 105,590	\$ 4,224
0.00%	\$ 105,590	\$ 4,224
0.00%	\$ 105,590	\$ 4,224
0.00%	\$ 105,590	\$ 4,224

TO: Acton-Boxborough Regional School Committee
FROM: Dr. Stephen Mills, Superintendent of Schools
DATE: October 1, 2009
RE: AB Revised Transportation Revenues and Assessments

Acton Boxborough Revised Transportation Revenues and Regional Assessment

The assessment brought to Town Meeting included a projected transportation number of \$768,337. The actual transportation money received was \$924,145, which we used in the revised assessment found within your packet. Early this week, the Department of Revenue notified the district that we could not use the higher transportation number.

To make up this difference, we are recommending that we use an additional \$104K of stimulus. Given this updated information, the Regional Budget must now be reduced by \$494K which will reduce the Acton share of the regional budget by \$390K. We will still be able to preserve \$472K of stimulus (APS and AB combined) for FY '11 or 9C cuts. See attached stimulus spreadsheet.

I am requesting your vote on the attached assessment.:

Reductions and Readjustments	
Eliminate one Central Office Position (Salary and Health Insurance)	\$35,000
Freeze 5% of materials and supplies	\$35,000
Reduction In Overtime Spending.	\$40,000
Elimination of Special Ed Bus Monitor	\$5,000
Stop printing lamplighter; move to electronic version.	\$5,000
Savings due to freezing payroll position.	\$3,000
Reduction in utilities due to summer energy turnoff	\$10,000
Reduced premiums for casualty and liability and worker's comp insurance.	\$41,000
Special Education Assistant	\$4,000
Reduction in health insurance due to actual September enrollment.	\$75,000
Total	\$253,000

Stimulus Offsets	
Stimulus to offset reduction in regional chapter 70.	\$137,057
Stimulus to offset reduction in Transportation	\$104,563
Total	\$241,620

Total Budget Reductions	AB
Budget Cuts and Readjustments	\$253,000
Total Stimulus Offsets using ARRA Ch 70 Stabilization	\$241,620
Total	\$494,620
Acton Share (78.85%)	\$390,007

Dr. Stephen E. Mills
Superintendent of Schools
Acton Public Schools
Acton-Boxborough Regional School District
16 Charter Road
Acton, MA 01720
978-264-4700 x 3211

DATE: October 1, 2009
TO: Acton-Boxborough Regional School Committee
FROM: Steve Mills
RE: **REVISED Recommendation for FY'10 Acton-Boxborough Regional School District Budget and Assessments for October 1, 2009 School Committee Meeting**

REVISED Recommendation for FY'10 Acton-Boxborough Regional School District Budget and Assessments for October 1, 2009 School Committee Meeting

Attached is a copy of the revised Analysis of Assessments for FY'10.

The Administration recommends that the total appropriation for the Acton-Boxborough Regional School District for the fiscal year of July 1, 2009 through June 30, 2010 be set at \$36,906,104 and that member towns be assessed in accordance with the Education Reform Law and the terms of the Agreement and amendments thereto as follows: Acton \$23,111,857, Boxborough \$6,048,037, remainder to be accounted for by the Anticipated Chapter 70 Aid in the amount of \$6,370,593, Anticipated Charter School Aid in the amount of \$80,123, Transportation Aid, Chapter 71, Section 16C in the amount of \$768,337, a transfer from E&D in the amount of \$450,000, a transfer from the Junior High School Project Premium on Loan in the amount of \$658, and a transfer from MSBA Reimbursement for Legal Services in the amount of \$76,499.

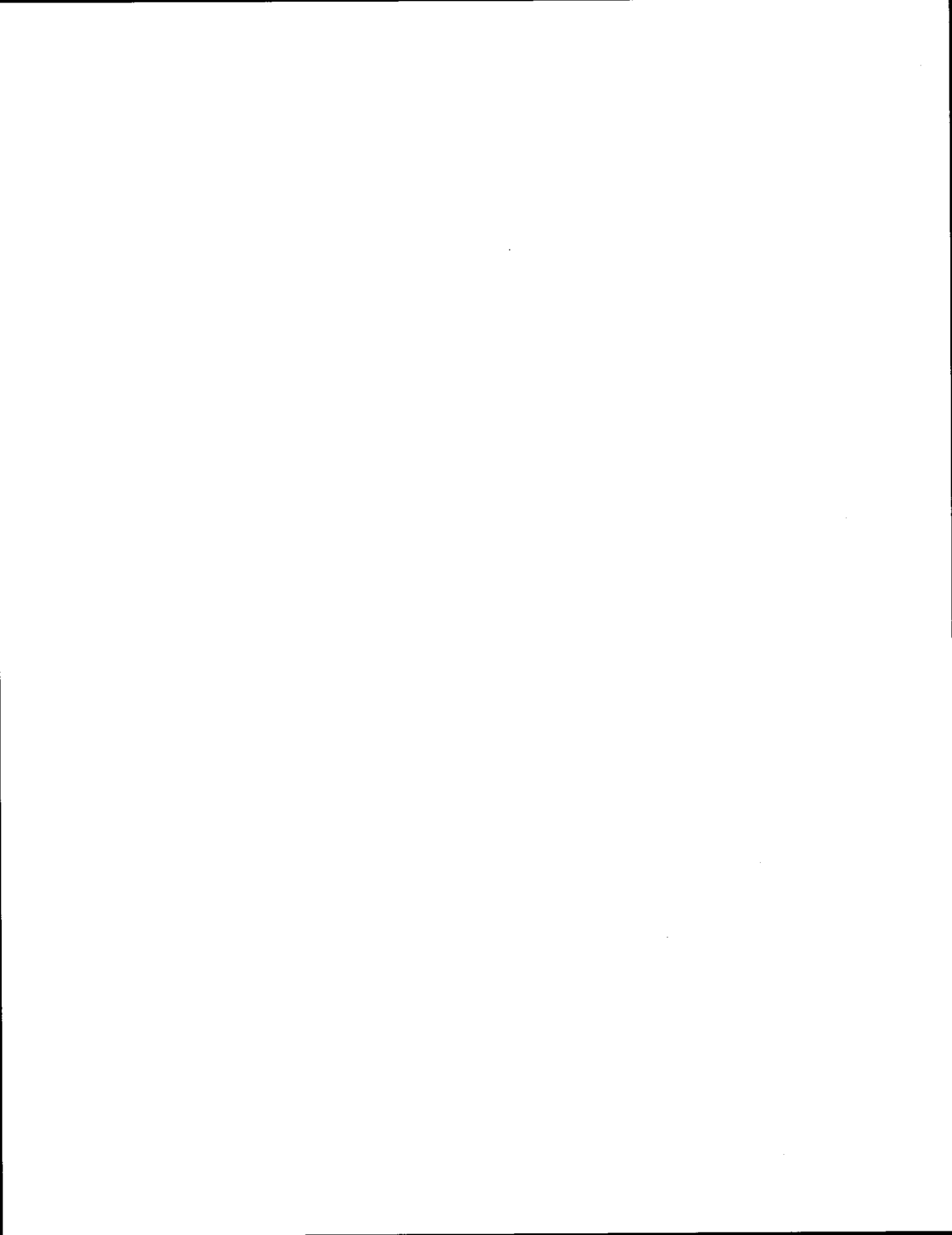
cc: Susan Horn, Assistant Superintendent
Marie, Altieri, Director of Personnel
Sharon Summers, Director of Finance

**Revised Table 6
ACTON-BOXBOROUGH RSD
Analysis of Assessments
School Year 2009-2010**

	GROSS BUDGET 2009-2010	ACTON 78.85%	BOXBOROUGH 21.15%
INSIDE DEBT LIMIT:			
OPERATING BUDGET	\$32,930,946	\$25,966,051	\$6,964,895
REGULAR TRANSPORTATION	\$1,314,241	\$1,105,802	\$208,439
SPED TRANSPORTATION	\$728,036	\$574,056	\$153,980
TOTAL INSIDE DEBT LIMIT	\$34,973,223	\$27,645,910	\$7,327,313
OUTSIDE DEBT LIMIT:			
CONST DEBT SERVICE (JHS&SHS/OUTSIDE 2 1/2)			
JH CONSTRUCTION/RENOVATION	\$461,768	\$387,192	\$74,576
SH CONSTRUCTION/RENOVATION	\$1,423,444	\$1,193,558	\$229,886
TOTAL OUTSIDE DEBT LIMIT	\$1,885,212	\$1,580,750	\$304,462
GROSS BUDGET	\$36,858,435	\$29,226,660	\$7,631,775
DEFERRAL OF TEACHER SALARIES	\$47,669	\$37,587	\$10,082
TOTAL BUDGET INCLUDING DEFERRAL	\$36,906,104	\$29,264,247	\$7,641,857
OTHER FINANCING SOURCES:			
CHAPTER 70 BASE AID	\$6,715,773	\$5,295,387	\$1,420,386
CHOICE/CHARTER SCHOOL ASSESSMENT	(\$345,180)	(\$272,174)	(\$73,006)
CHARTER SCHOOL AID	\$80,123	\$63,177	\$16,946
TRANSPORTATION (Act 84.14 Box 15.86)	\$768,337	\$646,479	\$121,858
MSBA REIMBURSEMENT FOR LEGAL SERVICES	\$76,499	\$64,144	\$12,355
TRANSFER FROM PREMIUM ON LOAN-JHS	\$658	\$552	\$106
TRANSFER FROM E&D	\$450,000	\$354,825	\$95,175
TOTAL OTHER FINANCING SOURCES	\$7,746,210	\$6,152,389	\$1,593,821
ASSESSMENTS	\$29,159,894	\$23,111,857	\$6,048,037
INCREASE OVER FY'09 ADJUSTED ASSESSMENT	\$420,594	\$416,598	\$3,996
PERCENTAGE INCREASE	1.5%	1.84%	0.07%
FY09 ADJUSTED ASSESSMENT	\$28,739,300	\$22,695,259	\$6,044,041

*Premium must be used to reduce debt service costs.

Updated 01/28/09 Cherry Sheet info
Updated 01/29/09 Level V cuts
Updated 02/04/09 add'l Level V cuts
Updated 02/25/09 add'l Health Insurance Reductions (Per Trustee Vote)
Updated 3/5/09 IDEA Federal Stimulus Grant
Updated 9/16/09 Chapter 70 reductions (\$137,057)
Updated 9/16/09 Central Office Personnel (\$35,000)
Updated 9/16/09 Supplies reduction (\$35,000)
Updated 9/16/09 Transportation aid - actual FY09
Updated 9/24/09 Other reductions (\$424,400)



Stimulus Use Summary as of 10/1/09

By Xuan Kong

	Acton Public Schools					Acton-Boxborough Regional Schools			
	Variance	SFSF	IDEA	Subtotal		Variance	SFSF	IDEA	Subtotal
FY2009									
SFSF FY2009		\$ 549,814	\$ -	\$ 549,814		\$ 720,673	\$ -	\$ 720,673	
Ch70 W/H FY2009	\$ (549,814)	\$ (549,814)	\$ -	\$ -		\$ (720,673)	\$ -	\$ -	
Balance	\$ (549,814)	\$ -	\$ -	\$ -		\$ (720,673)	\$ -	\$ -	
FY2010									
Cherry Sheet FY2010		\$ 357,131	\$ 286,963	\$ 644,094		\$ 646,234	\$ 334,715	\$ 980,949	
Circuit Breaker Budget	\$ 500,738				\$ 1,031,608				
Circuit Breaker Actual	\$ 321,575				\$ 643,580				
Circuit Breaker Reimb Deficit	\$ (179,163)	\$ (35,682)	\$ (143,481)	\$ -		\$ (388,028)	\$ (220,670)	\$ (167,358)	\$ -
SPED Assistants	\$ (143,482)	\$ -	\$ (143,482)	\$ -		\$ (167,357)	\$ -	\$ (167,357)	\$ -
SPED Assistants						\$ (32,643)	\$ (32,643)		
Chapter 70 Budget	\$ 5,228,141				\$ 6,852,830				
Chapter 70 Actual	\$ 5,123,578				\$ 6,715,773				
Chapter 70 Shortfall			\$ -	\$ -		\$ (137,057)	\$ (137,057)	\$ -	\$ -
Transportation Shortfall						\$ (104,563)	\$ (104,563)		
Chapter 70 Cut (10/2009)	0.0%	\$ -			0.0%	\$ -			
Balance	\$ (322,645)	\$ 321,449	\$ -	\$ 321,449		\$ (829,648)	\$ 151,301	\$ -	\$ 151,301
				OK					OK

Total AB/APS \$ 472,750

FY10 ARRA IDEA Grant

	<i>APS</i>	<i>ABRSD</i>	<i>K-12</i>
Circuit Breaker Deficit @ 40%*	\$143,482	\$167,358	\$310,840
SPED Assistants	\$143,481	\$167,358	\$310,839
Total FY'10 ARRA IDEA Grant	\$286,963	\$334,716	\$621,679

FY'10 Recommended Use of ARRA Federal Fiscal Stabilization Grant (Chapter 70)

	<i>APS</i>	<i>ABRSD</i>	<i>K-12</i>
ARRA State Stabilization Chapter 70 Grant	\$357,131	\$646,234	\$1,003,365
Circuit Breaker Deficit	(\$35,681)	(\$220,670)	(\$256,351)
SPED Assistant Deficit	\$0	(\$32,643)	(\$32,643)
Chapter 70 Deficit (Conference Committee)		(\$137,057)	(\$137,057)
Transportation Deficit		(\$104,563)	(\$104,563)
ARRA (Chapter 70) Balance	\$321,450	\$151,301	\$472,751

Revised

Acton Public Schools
Acton-Boxborough Regional School District
Acton, MA 01720

APS/ABRSD FY'11 Operating Budget Assumptions/Key Decisions

=====

The following budget assumptions/key decisions are not listed in priority order.

1. Work with both towns to determine the revenues (e.g., state, local, including reserves, etc.) that will be available for the FY'11 operating budget(s), including fluctuating circuit breaker reimbursement.
2. Conduct negotiations with all major unions to produce fiscally responsible settlements.
3. Coordinate with the Town of Acton/health insurance trust the FY'11 health insurance premiums/rates as early as possible.
4. Determine whether the APS Capital Plan (e.g., continuation of Phase II – Roof replacement) should go forward and, if so, what funding mechanism (e.g., debt inside Proposition 2 1/2, debt exclusion override, one-time revenue, etc.) should be used.
5. Administration will review the feasibility of accepting new Choice students (grades 7-12) for FY'11 and make a recommendation to the School Committee.
6. Key decisions that need to be resolved:
 - Decide on the appropriate number of sections at elementary grade levels.
 - Review/determine elementary (K-6) classroom assistant staffing levels.
 - Review/determine appropriate staffing levels at Senior and Junior High Schools.
 - Review/determine K-12 staffing (e.g., counselors, nurses, custodians, monitors, etc.) needs.
 - Review/determine funding for textbook replacement (K-12).
 - Review/recommend any CPA requests for funding.
 - Review PTO funded operating/capital/school costs.
 - Review/determine ELL staffing as recommended in the Coordinated Program Review.
7. Determine if existing user fees should be increased and new fees instituted.
8. Develop "A" (level service) and "B" (reduction) proposed budgets to meet changing revenues and to understand and explain reduced educational services and programs
9. Discuss and articulate underlying philosophical assumptions regarding all budget reductions (e.g. programs, class size, etc.)

10/1/09