

ACTON-BOXBOROUGH REGIONAL SCHOOL COMMITTEE (ABRSC) MEETING
Minutes (approved 2/2/17)

Library
R.J. Grey Junior High School

January 12, 2017
6:15 p.m. Executive Session
7:00 p.m. Open Business Meeting

Members Present: Diane Baum (6:20 p.m.), Brigid Bieber, Mary Brolin, Amy Krishnamurthy, Paul Murphy, Kathleen Neville, Maria Neyland, Deanne O'Sullivan, Kristina Rychlik (left at 7:10 p.m.)
Members Absent: Maya Minkin, Eileen Zhang
Others: Marie Altieri, Dawn Bentley (7:15 p.m.), Deborah Bookis (7:15 p.m.), Glenn Brand, Clare Jeannotte, Beth Petr

Chair Mary Brolin called the ABRSC to order at 6:17 p.m.

EXECUTIVE SESSION

At 6:22 p.m., it was moved, seconded and unanimously,

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

(YES – Baum, Bieber, Brolin, Krishnamurthy, Murphy, Neville, Neyland, O'Sullivan, Rychlik)

Mary Brolin stated that an open meeting may have a detrimental effect on the bargaining position of the Board and the Committee would return to open session at approximately 7:00 p.m.

The ABRSC returned to Open Session at 7:15 p.m.

OPEN MEETING

1. **Chairman's Introduction –**

1.1. Welcome to the High School Student Representatives - Arnav Mehra, Lee Dong, and Benjamin Lin
Arnav read a statement that was very well received.

1.2. Annual Spring Town Elections

- Acton deadline to submit papers - February 7 –
Paul Murphy is considering running for reelection. Amy Krishnamurthy and Maya Minkin are definitely running again.
- Boxborough deadline to submit papers - March 28
Maria Neyland is not running for reelection. Kathleen Neville is running again.

2. **Statement of Warrant & Approval of Minutes**

2.1. ABRSC Meetings of 11/17/16, 12/1/16 and 12/15/16

Maria Neyland moved, Amy Krishnamurthy seconded and it was unanimously,

VOTED: to approve the minutes as written.

2.2. The warrants were reviewed and signed by the Committee members. See attached list.

3. **Public Participation - none**

4. **FY18 Revolving Budgets and Fees**

4.1. Food Services – First Read – *Kirsten Nelson*

Kirsten presented on the Food Services Department - "A well fed child is ready to learn." She is not recommending any change to the prices/fees charged for next school year. In response to a question, Kirsten described some of the work she does in the classrooms including talking about the importance of sleep, and about breakfast working with Deb Rimpas' class. She also has worked with Parindar Miller

creating smoothies and developing recipes that can be offered at the café at the High School. There is also a cooking club at the junior high. Regarding lunch prices, she has been able to operate at the same price for several years. She described the tiered pricing at the junior high and high school. A committee member asked if microwaves could be provided in the cafeteria for students to bring their lunch and heat it up. Kirsten will check with the Board of Health. She has to be sure that food temperature is always correct. Eileen Zhang will talk to Kirsten more about providing microwaves.

- 4.2. Recommendation to Accept Anonymous Donation to Food Services Dept – **VOTE** – *Glenn Brand*
Paul Murphy moved, Brigid Bieber seconded and it was unanimously,
VOTED: to accept this gift with gratitude.

5. **Acton Boxborough Education Association (ABEA) Contract Update** – *Maria Neyland*

5.1. 2017-2018 Elementary Early Release Thursdays – First Read

Eileen Zhang recused herself and left the room for this item because she runs a business that would be affected by this issue. Marie Altieri handed out a document that was also posted online at that time with the meeting materials. She reviewed the proposal to have early release every Thursday for all elementary schools, and start the elementary school day 20 minutes earlier. Staff would be required to work on Thursday afternoons in scheduled activities. This consistent schedule would also be easier on families. Increasing student instructional time would allow us to meet the state requirement for time on learning. The ABEA has reviewed this proposal and voted to approve the contractual changes involved.

Committee members commented on how many benefits these changes would bring. Mary Brolin thanked the negotiations subcommittee (NSC) for their productive results and the staff for working together with the NSC. Marie will send this information to all families. The Committee will be asked to vote on this at their meeting on 2/2/16. Comments or questions should be sent to Mary, Marie, Maria and Glenn asap.

6. **FY18 Budget Pres. #3 - “Superintendent’s Recommended Budget”** – *Glenn Brand, Clare Jeannotte*

6.1. FY18 Superintendent’s Recommended Budget Request

6.2. Director of Finance FY18 Budget Overview Memo

6.3. Budget Line Item Detail (*posted separately*)

6.3.1. FY18 Revenue Summary Report

6.3.2. FY18 Character Code Summary and Detail Reports

Dr. Brand and Clare Jeannotte presented the recommended budget. They outlined how the FY18 budget priorities correspond to the Long Range Strategic Plan and the approximately \$55,000 net cost increase from the 12/15/16 presentation. The proposed operating budget results in a 3.42% increase. The FY18 Capital Budget of \$770,725 and the shift in the Minuteman Tech assessments were outlined. A correction was made to slide 18, “and forward” was deleted from the last line referring to FY21.

6.4. ABRSC FY18 Budget Saturday Agenda – January 21, 2017 8:30 a.m.

The Budget Binders for this meeting were distributed to the School Committee members. The online binder will be posted to the website tomorrow. The public was urged to attend.

7. **Departmental FY18 Budget Presentations**

7.1. Student Services – *Dawn Bentley*

Dawn Bentley presented an overview of the department’s budget and program priorities for FY18, including a staffing summary from FY15 through F&18. Maria Neyland thanked Dawn for everything she has helped the community deal with during the past week. Dawn replied that these difficult events have given her a chance to learn more about our staff and families, in a way that would have taken much longer in ordinary times.

7.2. Educational Technology – *Amy Bisiewicz*

Amy Bisiewicz presented her overview and also introduced the new Technology Planning Committee. Five subcommittees are being proposed: Learning, Teaching & Professional Learning, Leadership/Culture, Productivity and Infrastructure. Meetings are scheduled for January 19, March 2 and May 4. Interested parent volunteers should call Amy.

7.3. Facilities and Transportation – *JD Head*

JD stated that a significant amount of time will be dedicated to this topic at Budget Saturday on 1/21/17. He pointed out that much of the 12.3% increase in operation expenses from FY17 to FY18 is due to the District's desire to increase capital funding for next year. He also noted decreases in electricity due to continued reductions in consumption and rate structure changes. In response to a question, JD explained the lighting on some of the local fields and why lights sometimes seem to be on at the Lower Field when no one is playing. FOLF uses a scheduling computer system based on field rental that controls the lighting. If a renter cancels and the program is not updated, the lights will still go on. JD and his staff are working on this. Paul Murphy remarked on the drop in natural gas usage. JD replied that the new boilers at the junior high are doing really well and there has been a lot of staff effort to keep resource usage down. Having several full time staff for HVAC, plumbing, electrical etc. also saves the district money. Brigid Bieber asked about staffing for bus drivers. JD said that there is still a need for drivers. The District currently has 30 drivers.

7.4. Teaching and Learning – *Deborah Bookis*

New priorities for FY18 include Challenge Success work and the Multi-tiered Support Systems (MTSS), in addition to continued support of previous priorities. A total increase of \$22,900 is being proposed made up of supplies, software, instructional dues/fees/memberships, conferences/travel/workshops and training and Education to support Challenge Success and MTSS.

8. **MCAS Results Presentation** - *Deborah Bookis, Dawn Bentley*

8.1. Presentation Slides

Using a series of guiding questions, Deborah Bookis and Dawn Bentley presented the FY16 results. They reviewed the Every Student Succeeds Act (ESSA) regarding accountability. They emphasized that standardized tests will only be used in concert with a diverse set of measures to capture how well our students are doing at a given time.

8.2. MA Association of School Superintendents (MASS) Proposal regarding the State Accountability System

9. **Minuteman Technical High School Update (MMT)** – *Mary Brolin*

9.1. Intergovernmental Agreement Between MMT and ABRSD – **Second Read** – **VOTE** - *Glenn Brand*

Maria Neyland moved, Paul Murphy seconded and it was unanimously,

VOTED: to approve the Agreement as presented.

10. **ABRSD Master Plan Update** – *Glenn Brand*

10.1. District Master Plan Review Committee (DMPRC) Update –*Mary Brolin, Chair*

10.1.1. Meeting on Tuesday, 1/17/17 at 7:00 p.m. in the Jr High Library

Membership of the DMPRC includes:

Chair: Mary Brolin

School Committee Members: Amy Krishnamurthy, Kathleen Neville, Kristina Rychlik

Parents/Guardians: Adam Klein, Jack Kline, Matt Mehler, Jon Roland

Community Members: Peter Berry, Jason Cole, Leah Lally

Ex-officio members: Glenn Brand, Marie Altieri, Deborah Bookis, JD Head, Lynne Newman (Gates School Principal), Chris Whitbeck (Douglas Principal), Andrew Shen (Junior High Principal), Vanessa Mann (Merriam Teacher) and Melissa Hubbell (Douglas Teacher)

10.2. Community Presentation by Dore & Whittier, 12/8/16

10.2.1. See <http://actontv.org/on-demand/post-video/master-plan-visioning-phase-2-12-8-16>

11. **Subcommittee Reports**

11.1. Budget – *12/21/16 meetings* – *Maria Neyland*

The January meeting was cancelled. On 12/21/16, they discussed the Boxborough Leadership Forum (BLF), Acton Leadership Group (ALG) and Finance Committees' recent discussions, a possible Boxborough 3-Board Meeting Update, the FY17 & FY18 Budget Status and the Capital Improvement Plan (C.I.P.).

11.2. Policy

11.2.1. Consent Agenda – Second Read – **VOTE** - Brigid Bieber read the name of each policy and there were no holds.

11.2.1.1. Annual Budget, File: DB

11.2.1.1.1. Budget – Apportionment of Expenses, File: DB-R (procedures)

11.2.1.2. Budget Deadlines and Schedules, File: DBC

11.2.1.3. Food Services: Free and Reduced Price, File: EFC

Brigid Bieber moved, Kathleen Neville seconded and it was unanimously,

VOTED: to approve the policies in the consent agenda as proposed.

11.2.2. Equal Educational Opportunities, File: JB – First Read - Dawn Bentley explained this update was needed to make this policy consistent with the wording of our Nondiscrimination policy.

11.3. Outreach (including PTO Co-chairs)

Deanne O’Sullivan reported that the PTO chairs made a list of outreach suggestions and she will forward it to Mary Brolin and Dr. Brand for consideration. It includes having information at the upcoming Kindergarten Registration Nights, Merriam’s Annual Camp Fair and the Winter Carnivals in both Acton and Boxborough.

12. School Committee Member Reports

12.1. Acton Leadership Group (ALG) – *Amy Krishnamurthy, Paul Murphy*

12.1.1. Materials from 1/5/17 meeting

12.2. Boxborough Leadership Forum (BLF) – *Mary Brolin*

12.2.1. ABRSD Capital Planning Update to Boxborough Selectmen & Finance Committee, 12/19/16

12.2.2. Boxborough Three-Board Meeting on Wed, February 1, 2017

12.3. Acton Finance Committee – *Amy Krishnamurthy, Deanne O’Sullivan*

The school administration was asked to pull their one time capital expenses and the MMT piece, out of their operating budget and report them separately so they could be seen more clearly.

12.4. Acton Board of Selectmen – *Eileen Zhang*

The Acton Chinese Group will lead Acton Clean Up Day this year. It will last for a full week.

12.5. Minuteman Technical High School (MMT) Update – *Diane Baum*

The School Committee will vote on the Agreement. The MMT Building Committee hired a Building Manager who claims they can do their project a year faster and \$6 million cheaper.

13. 2017-2018 School Committee Meetings – DRAFT – First Read – Mary Brolin

With no school on 9/21/17 for Rosh Hashana, the usual first and third Thursdays for School Committee meetings is not possible. The Committee discussed options. There was some consensus that Tuesday 9/19/17 would work for the second September meeting date. They will vote at their next meeting.

14. Superintendent’s Report/Updates – *Glenn Brand*

14.1. Director of Finance Search Update

14.2. School Start Time Committee Memo includes members.

14.3. Recommendation to Accept \$16,000 Donation from the Friends of the Acton Libraries – **VOTE** -

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

VOTED: to accept this gift with gratitude.

The ABRSC adjourned at 10:08 pm

Respectfully submitted,

Beth Petr

List of Documents Used:

- See agenda,
- Memo from M. Altieri, M. Neyland, P. Murphy, A. Krishnamurthy “Elementary Early Release Schedule” dated 1/5/17