



Acton-Boxborough Regional School District

15 Charter Road Acton, MA 01720

978-264-4700

www.abschools.org

Acton-Boxborough Regional School Committee Meeting

November 16, 2023 Executive Session at 7:00 p.m./ Open Meeting at 7:30 p.m.

Administration Building Auditorium To view only: <https://www.youtube.com/actontv1>

1. CALL TO ORDER (7:00)

EXECUTIVE SESSION (7:00)

To be convened under:

- MGL Ch 30A, sec.21(a) Purpose 3: to discuss strategy with respect to collective bargaining with the Acton-Boxborough Office Support Association (ABOSA) and American Federal of State, County, and Municipal Employees (AFSCME), and Acton-Boxborough Education Association (ABEA) because an open meeting may have a detrimental effect on the bargaining position of the Committee.

OPEN MEETING (approximately 7:30)

2. CHAIRPERSON'S WELCOME - *Adam Klein*

- a. Public Participation
- b. Superintendent's Update - *Peter Light*

3. GUESTS & PRESENTATIONS (7:55)

- a. [October 1 Enrollment and Class Size Update](#) - *Andrew Shen*
- b. [High School Course Leveling Recommendation](#) (First Read) - *Peter Light*
 - i. [High School Course Leveling Recommendation Memo](#)
 - ii. [Year-by-Year Course Leveling Plan](#)

4. NEW BUSINESS (8:30)

- a. Finance Update - *Sheri Matthews*
 - i. FY23 End-of-Year Report
 - ii. [1st Quarter FY24 Report](#)
 - iii. [FY25 Budget Discussion and Guidelines](#) (Second Read) - **VOTE** - *Adam Klein*

5. ONGOING BUSINESS (8:45)

- a. School Committee Communication Goal Update - *Adam Klein*
- b. [Health Insurance Trust \(HIT\)](#) - *Peter Light and Andrew Shen* - **Possible VOTE**
- c. Subcommittee and Member Reports
 - i. Policy Subcommittee - *Liz Fowlks, Nov. 7*
 - ii. Budget Subcommittee - *Rebecca Wilson, Nov. 13*
 - iii. School Resource Officer Subcommittee - *Rebecca Wilson, Nov. 14*
- d. Consent Agenda/Action Items - **VOTE** - *Adam Klein*
 - i. Approval of [Society for Science Regeneron Award \\$2000 check](#) for Science Department
- e. Statement of Warrants and Recommendation to Approve [11/16/23](#) - **VOTE** - *Adam Klein*

6. ADJOURN (9:00)

FYI

- [Monthly Student Enrollment](#), 11/1/23
- Community Coffee (virtual), November 17, 2023 at 8:30 a.m.

Posted on November 8, 2023 at 4:00 p.m./ Reposted on November 13, 2023 at 4:00 p.m.

NEXT MEETINGS: December 7 and January 4, 2024 at ABRSC at 7:00 p.m. in the Administration Building Auditorium

To develop engaged, well-balanced learners through collaborative, caring relationships.

WELLNESS • EQUITY • ENGAGEMENT



Acton-Boxborough Regional School Committee Meeting Agenda Item Summary

MEETING DATE	11-16-2023	AGENDA ITEM NUMBER	2.
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AGENDA ITEM TITLE	Chairperson's Welcome
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PRESENTER(S)	Adam Klein
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SUMMARY OF TOPIC	<p>The Chair welcomes members and the public to the meeting. The Chair is also required to state if the meeting is being taped. Acton TV tapes and broadcasts most School Committee meetings.</p> <p>Individuals who wish to view the meeting, but do not wish to speak may do so by using the YouTube Link posted on the agenda.</p>
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WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?	
<input checked="" type="checkbox"/>	No action requested - this is a short update or presentation of information
<input type="checkbox"/>	Request input and questions from the School Committee, but no vote required
<input type="checkbox"/>	Request formal action with a specific vote:
	If formal action is requested, is this item being presented:
	<input type="checkbox"/> for the first time, with a request that the School Committee vote at a subsequent meeting or
	<input type="checkbox"/> with the request that the School Committee take action immediately

If formal action is requested, include a suggested motion or contact Julie LaLumiere.

APPROX AGENDA TIME	5 min
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FOLLOW-UP	
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Acton-Boxborough Regional School Committee Meeting Agenda Item Summary

MEETING DATE	11-16-2023	AGENDA ITEM NUMBER	2.a
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AGENDA ITEM TITLE	Public Participation
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PRESENTER(S)	Adam Klein, Chairperson
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SUMMARY OF TOPIC	Per School Committee Policy <u>BEDH</u> , permits members of the public to speak for up to 3 minutes. We will dedicate a maximum of 20 minutes to public participation. Speakers must be recognized by the Chair before speaking. The committee does not typically respond to comments during public participation.
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<u>WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?</u>	
<input checked="" type="checkbox"/>	No action requested - this is a short update or presentation of information
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<input type="checkbox"/>	Request formal action with a specific vote:
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If formal action is requested, include a suggested motion or contact Julie LaLumiere.

SUGGESTED MOTION	
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APPROX. AGENDA TIME	20 min.
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ATTACHMENTS	none
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Acton-Boxborough Regional School Committee Meeting Agenda Item Summary

MEETING DATE	11-16-2023	AGENDA ITEM NUMBER	2.b
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AGENDA ITEM TITLE	Superintendent's Update
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PRESENTER(S)	Peter Light
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SUMMARY OF TOPIC	Bi-weekly Superintendent's Update. This is brought to the meeting and posted to our website for families and the community the following day.
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WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?

<input checked="" type="checkbox"/>	No action requested - this is a short update or presentation of information
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	Request input and questions from the School Committee, but no vote is required
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	Request formal action with a specific vote:
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	If formal action is requested, is this item being presented:	
		for the first time, with a request that the School Committee vote at a subsequent meeting OR
		with the request that the School Committee take action immediately

If formal action is requested, include a suggested motion or contact Julie LaLumiere.

SUGGESTED MOTION	
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FOLLOW-UP	
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APPROX. TIME FOR THE AGENDA ITEM (MIN.)	5 min.
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ATTACHMENTS	Brought to meeting
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Acton-Boxborough Regional School Committee Meeting Agenda Item Summary

MEETING DATE	11-16-2023	AGENDA ITEM NUMBER	3.a
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AGENDA ITEM TITLE	Guests & Presentations
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PRESENTER(S)	Andrew Shen
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SUMMARY OF TOPIC	October 1 Enrollment and Class Size Update
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WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?	
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	<input type="checkbox"/> with the request that the School Committee take action immediately

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APPROX AGENDA TIME	10 mins
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FOLLOW-UP	
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ATTACHMENTS	Memo
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Acton-Boxborough Regional School Committee Meeting Agenda Item Summary

MEETING DATE	11-16-2023	AGENDA ITEM NUMBER	3.b
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AGENDA ITEM TITLE	Guests & Presentations
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PRESENTER(S)	Peter Light
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SUMMARY OF TOPIC	High School Course Leveling Recommendation
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WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?	
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X	Request formal action with a specific vote:
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X	for the first time, with a request that the School Committee vote at a subsequent meeting or
	with the request that the School Committee take action immediately

If formal action is requested, include a suggested motion or contact Julie LaLumiere.

APPROX AGENDA TIME	10 mins
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FOLLOW-UP	
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ATTACHMENTS	Memo from Peter Light, Memo from Joanie Dean, Year-by-year Course Level Plan
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Acton-Boxborough Regional School Committee Meeting Agenda Item Summary

MEETING DATE	11-16-2023	AGENDA ITEM NUMBER	4.a
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AGENDA ITEM TITLE	New Business
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PRESENTER(S)	Peter Light, Sheri Matthews
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SUMMARY OF TOPIC	Finance Update FY23 End-of-Year Report 1st Quarter FY24 Report FY25 Budget Discussion and Guidelines - Second Read - VOTE
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WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?	
	No action requested - this is a short update or presentation of information
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X	Request formal action with a specific vote:
	If formal action is requested, is this item being presented:
	<input type="checkbox"/> for the first time, with a request that the School Committee vote at a subsequent meeting or
	X with the request that the School Committee take action immediately

If formal action is requested, include a suggested motion or contact Julie LaLumiere.

APPROX AGENDA TIME	30 mins.
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FOLLOW-UP	
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ATTACHMENTS	Memo, FY25 Budget Guidelines
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Acton-Boxborough Regional School Committee Meeting Agenda Item Summary

MEETING DATE	11-16-2023	AGENDA ITEM NUMBER	5.a
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AGENDA ITEM TITLE	Ongoing Business
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PRESENTER(S)	
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SUMMARY OF TOPIC	School Committee Communication Goal Update
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WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?	
<input checked="" type="checkbox"/>	No action requested - this is a short update or presentation of information
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<input type="checkbox"/>	with the request that the School Committee take action immediately

If formal action is requested, include a suggested motion or contact Julie LaLumiere.

APPROX AGENDA TIME	5 mins.
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FOLLOW-UP	
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ATTACHMENTS	
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Acton-Boxborough Regional School Committee Meeting Agenda Item Summary

MEETING DATE	11-16-2023	AGENDA ITEM NUMBER	5.b
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AGENDA ITEM TITLE	Ongoing Business
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PRESENTER(S)	Peter Light and Andrew Shen
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SUMMARY OF TOPIC	Health Insurance Trust
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WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?	
	No action requested - this is a short update or presentation of information
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X	Request formal action with a specific vote:
	If formal action is requested, is this item being presented:
X	for the first time, with a request that the School Committee vote at a subsequent meeting or
	with the request that the School Committee take action immediately

If formal action is requested, include a suggested motion or contact Julie LaLumiere.

APPROX AGENDA TIME	10 mins.
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FOLLOW-UP	
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ATTACHMENTS	
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Acton-Boxborough Regional School Committee Meeting Agenda Item Summary

MEETING DATE	11-16-2023	AGENDA ITEM NUMBER	5.c
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AGENDA ITEM TITLE	Ongoing Business
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PRESENTER(S)	
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SUMMARY OF TOPIC	Subcommittee and Members' Report
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WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?	
<input checked="" type="checkbox"/>	No action requested - this is a short update or presentation of information
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<input type="checkbox"/>	with the request that the School Committee take action immediately

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APPROX AGENDA TIME	15 mins.
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FOLLOW-UP	
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ATTACHMENTS	
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Acton-Boxborough Regional School Committee Meeting Agenda Item Summary

MEETING DATE	11-16-2023	AGENDA ITEM NUMBER	5.d
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AGENDA ITEM TITLE	CONSENT AGENDA: Donations
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PRESENTER(S)	Chairperson
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SUMMARY OF TOPIC	Items on the Consent Agenda do not usually require discussion and are approved with one vote. After members are asked if any items should be held out for individual consideration, a motion to approve the consent agenda is made, seconded, and voted on. Any items held from the consent agenda are then discussed and voted on separately.
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WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?	
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SUGGESTED MOTION	"Move that the ABRSC approve the consent agenda as proposed/amended."
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FOLLOW-UP	
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APPROX. TIME FOR THE AGENDA ITEM (MIN.)	5 min.
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ATTACHMENTS	Society for Science Regeneron Award check
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Acton-Boxborough Regional School Committee Meeting Agenda Item Summary

MEETING DATE	11-16-2023	AGENDA ITEM NUMBER	5.e
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AGENDA ITEM TITLE	Statement of Warrants and Recommendation to Approve
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PRESENTER(S)	Chairperson
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SUMMARY OF TOPIC	Warrants are the listing of all payments made by the school district for the period, including payroll, vendors and others. The School Committee approves these at every meeting.
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SUGGESTED MOTION	See motion in memo in the packet from S. Matthews
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FOLLOW-UP	
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APPROX. TIME FOR THE AGENDA ITEM (MIN.)	2 min
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ATTACHMENTS	Summary memo from S. Matthews and posted folder of individual warrants.
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Acton-Boxborough Regional School Committee Meeting Agenda Item Summary

MEETING DATE	11-16-2023	AGENDA ITEM NUMBER	FYI
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AGENDA ITEM TITLE	For Your Information (FYI)
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PRESENTER(S)	The Chairperson and/or Superintendent may highlight individual items
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SUMMARY OF TOPIC	A variety of items may be found in the FYI: announcements, awards, publicity, reference materials, etc. that do not need discussion.
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SUGGESTED MOTION	
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FOLLOW-UP	
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APPROX. TIME FOR THE AGENDA ITEM (MIN.)	
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ATTACHMENTS	various
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