



Acton-Boxborough Regional School District

15 Charter Road Acton, MA 01720

978-264-4700

www.abschools.org

Acton-Boxborough Regional School Committee Meeting

January 4, 2024 7:00 p.m./ Executive Session 9:30 p.m.

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

1. **CALL TO ORDER (7:00)**

2. **CHAIRPERSON'S WELCOME - Adam Klein**
 - a. ABRHS Student Representative Update - Molly Norris '25, Julia Zhou '26, Diksha Mhatre '26, Nikhil Nomula '26, Jadon Yang '26
 - b. Public Participation
 - c. Superintendent's Update - Peter Light

3. **GUESTS & PRESENTATIONS (7:30)**
 - a. [Campaign Finance Training](#) - Jason Tait, MA Office of Campaign Finance
 - b. Audit Report Presentation - Frank Serreti, CPA Partner Powers & Sullivan
 - i. [Management Letter](#)
 - ii. [Report on Examination of Basic Financial Statements](#)
 - iii. [RSD FY2023 SEFA](#)

4. **NEW BUSINESS (8:45)**
 - a. [School Calendar 2024-2025](#) - (First Read) - Peter Light

5. **ONGOING BUSINESS (9:00)**
 - a. School Committee Communication Goal Update - Adam Klein
 - b. [High School Course Leveling](#) - **VOTE** - Adam Klein
 - i. [High Course Leveling Recommendation Memorandum](#)
 - ii. [Year by Year Course Leveling Plan](#)
 - iii. [High School Principal Memo Regarding Budget Implications](#)
 - c. Health Insurance Update
 - i. [Memorandum of Understanding with Health Insurance Trust](#) (HIT) and Town of Acton - **VOTE** - Adam Klein
 - ii. [Engagement Letter](#) with Russell Dupere for Representation regarding Health Insurance - **VOTE** - Adam Klein
 - d. [Student Use of Electronic Communication Devices Policy](#) - (Second Read) **Possible VOTE** - Andrew Shen
 - e. Subcommittee and Member Reports
 - i. Capital Subcommittee - Ben Bloomenthal, Dec. 13
 - ii. Policy Subcommittee - Liz Fowlks, Dec. 14, Jan. 4
 - iii. Joint PTSO - Lakshmi Kaja, Dec. 14
 - iv. Budget Subcommittee - Rebeccah Wilson, Dec, 15
 - v. Acton Leadership Group - Tori Campbell, Rebeccah Wilson, Dec. 18
 - vi. Health Insurance Trust (HIT), Andrew Schwartz, Jan. 4
 - f. Consent Agenda/Action Items - **VOTE** - Adam Klein
 - i. [ABRPTSO \\$1500 donation](#) to ABRHS Community Service program
 - ii. [Mark Lawrence Photography \\$2767](#) commission check to RJ Grey Junior High Student Activities
 - iii. [Basketball uniform \\$1699.60 donation](#) to RJ Grey
 - g. Statement of Warrants and Recommendation to Approve [1-4-24](#) - **VOTE** - Adam Klein

6. **EXECUTIVE SESSION (9:30)**

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



Acton-Boxborough Regional School Committee

Meeting Agenda Item Summary

To be convened under MGL Ch 30A, sec.21 (a) Purpose 2: to conduct strategy sessions in preparation for negotiations with nonunion personnel, or to conduct contract negotiations with nonunion personnel. The Committee will not return to open session.

7. ADJOURN (9:45)

**FYI - [Conant MSBA Notice](#)
[Monthly Student Enrollment](#), 1/02/24**

Posted on January 2, 2024 at 2:00 p.m./ Reposted on January 2, 2024 at 4:00 p.m.

NEXT MEETINGS: January 18, 2024 and February 1, 2024 at ABRSC at 7:00 p.m. in the Administration Building Auditorium

Next Community Coffee with Superintendent ABRSC Chair via zoom: January 30, 2024 at 7:00 p.m.

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Acton-Boxborough Regional School Committee Meeting Agenda Item Summary

MEETING DATE	1-04-24	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	1-04-24	AGENDA ITEM NUMBER	2.a
AGENDA ITEM TITLE	ABRHS Student Representative Update		
PRESENTER(S)	Molly Norris '25, Diksha Mhatre '26, Julia Zhou '26, Nikhil Nomula '26, Jadon Yang '26		
SUMMARY OF TOPIC	Our reps report at the first meeting each month and share some student perspectives on current events at the High School.		

WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?	
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	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	
FOLLOW-UP	
APPROX. TIME FOR THE AGENDA ITEM (MIN.)	5 min.
ATTACHMENTS	none

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Acton-Boxborough Regional School Committee Meeting Agenda Item Summary

MEETING DATE	1-04-24	AGENDA ITEM NUMBER	2.b
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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	<p>Policy BEDH, permits members of the public to speak for up to 3 minutes on items not included on the agenda. Comments regarding items on the agenda would be made during that part of the meeting. The Committee/Administration typically does not respond to comments during public participation.</p>
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<input checked="" type="checkbox"/>	No action requested - this is a short update or presentation of information
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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	1-04-24	AGENDA ITEM NUMBER	2.c
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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?	
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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	1-04-24	AGENDA ITEM NUMBER	3.a
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AGENDA ITEM TITLE	Campaign Finance Training
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PRESENTER(S)	Jason Tait, Office of Campaign Finance
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SUMMARY OF TOPIC	
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WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?	
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APPROX AGENDA TIME	45 mins
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FOLLOW-UP	
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ATTACHMENTS	Handout
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Acton-Boxborough Regional School Committee Meeting Agenda Item Summary

MEETING DATE	1-04-24	AGENDA ITEM NUMBER	3.b
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AGENDA ITEM TITLE	Audit Report Presentation
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PRESENTER(S)	Frank Serreti, CPA Partner Powers & Sullivan
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SUMMARY OF TOPIC	
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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	
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Acton-Boxborough Regional School Committee Meeting Agenda Item Summary

MEETING DATE	1-04-24	AGENDA ITEM NUMBER	4.a
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AGENDA ITEM TITLE	School Calendar 2024-2025
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PRESENTER(S)	Peter Light
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SUMMARY OF TOPIC	
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WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?	
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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	2024-2025 Academic Calendar
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Acton-Boxborough Regional School Committee Meeting Agenda Item Summary

MEETING DATE	1-04-24	AGENDA ITEM NUMBER	5.a
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AGENDA ITEM TITLE	School Committee Communication Goal Update
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PRESENTER(S)	Adam Klein
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SUMMARY OF TOPIC	The school committee set a communication goal for the 2023-24 school year. This is a standing agenda item for ongoing discussion of actions in support of the goal.
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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
X	Request input and questions from the School Committee, but no vote is required
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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	1-04-24	AGENDA ITEM NUMBER	5.b
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AGENDA ITEM TITLE	High School Course Leveling
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PRESENTER(S)	Peter Light
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SUMMARY OF TOPIC	
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WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?	
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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
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Acton-Boxborough Regional School Committee Meeting Agenda Item Summary

MEETING DATE	1-04-24	AGENDA ITEM NUMBER	5.c
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AGENDA ITEM TITLE	Health Insurance Trust
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PRESENTER(S)	Peter Light
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SUMMARY OF TOPIC	
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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:
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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	10 mins.
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FOLLOW-UP	
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ATTACHMENTS	Memo, Memorandum of Understanding, Engagement Letter
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Acton-Boxborough Regional School Committee Meeting Agenda Item Summary

MEETING DATE	1-04-24	AGENDA ITEM NUMBER	5.d
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AGENDA ITEM TITLE	Student Use of Electronic Communication Devices Policy
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PRESENTER(S)	Andrew Shen
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SUMMARY OF TOPIC	The policy subcommittee has developed a draft Student Use of Electronic Communication Devices Policy. This is a second read of the proposed policy with a possible vote.
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<u>WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?</u>	
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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
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Acton-Boxborough Regional School Committee Meeting Agenda Item Summary

MEETING DATE	1-04-24	AGENDA ITEM NUMBER	5.e
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AGENDA ITEM TITLE	Subcommittee and Members' Report
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PRESENTER(S)	School Committee Liaisons
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SUMMARY OF TOPIC	School Committee members provide the committee with updates from various subcommittees.
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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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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	1-04-24	AGENDA ITEM NUMBER	5.f
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AGENDA ITEM TITLE	CONSENT AGENDA: Approval of Donations, Annual Authorization
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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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X	with the request that the School Committee take action immediately

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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	ABRPTSO donation to ABRHS Community Service program/ Mark Lawrence Commission check to RJG
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Acton-Boxborough Regional School Committee Meeting Agenda Item Summary

MEETING DATE	1-04-24	AGENDA ITEM NUMBER	5.g
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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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WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?	
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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	1-04-24	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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WHAT ACTION (if any) DO YOU WISH SCHOOL COMMITTEE TO TAKE?	
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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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