

Boxborough Leadership Forum

Meeting Agenda
January 28, 2015 7PM
Boxborough Library
427 Mass Ave.
Boxborough, MA 01719

1. Call to Order (Bieber)
2. Introductions
3. Accept Minutes (Bieber)- December
4. Discussion of FY16 Budget Draft #2 and Schedule (Barrett)
5. Update on Minute Man (BOS and Mahoney)
6. School Committee Update- 2016 Budget (Bieber)
7. BOS Update
8. Fincom Update
9. Library Update
10. Proposed Schedule for Future BLF Meetings and which Committee will take over (please bring your calendars)
11. Other business
12. Adjourn

**FY2016 Financial Model
Town of Boxborough**

	FY16 Submitted Budget	FY15 Budget	FY15 vs FY16	FY15 vs FY16
Summary of Expenditures				
Town Government	\$ 1,012,808	\$ 867,020	\$ 145,788	17%
Protection	\$ 2,421,916	\$ 2,387,284	\$ 35,824	2%
Public Works	\$ 1,056,109	\$ 1,037,784	\$ 18,325	2%
Health Services	\$ 124,247	\$ 90,111	\$ 34,136	38%
Culture & Recreation	\$ 408,426	\$ 375,831	\$ 32,595	9%
Subtotal - Town Government	\$ 5,023,506	\$ 4,758,030	\$ 266,668	6%
A/B Regional School	\$ 11,262,407	\$ 10,594,577	\$ 667,830	6%
Minuteman Technical	\$ 165,414	\$ 147,254	\$ 18,160	12%
Subtotal - Education	\$ 11,427,821	\$ 10,741,831	\$ 18,160	0%
Debt Service	\$ 1,123,004	\$ 902,897	\$ 220,107	24%
Employee Benefits	\$ 1,303,523	\$ 1,335,044	\$ (31,521)	-2%
Reserve Fund	\$ 185,000	\$ 185,000	\$ -	0%
Subtotal - Other	\$ 2,611,527	\$ 2,422,941	\$ 188,586	8%
Total Budget	\$ 19,062,854	\$ 17,922,802	\$ 473,414	3%
ATM 2016 Warrant Articles Within 2 1/2	\$ 1,673,835	\$ -	\$ 1,673,835	-4%
ATM 2015 Warrant Articles Within 2 1/2	\$ -	\$ 1,693,694	\$ (1,693,694)	
STM 2015 Warrant Articles Within 2 1/2	\$ -	\$ 50,300	\$ (50,300)	
One Time Capital Exclusion Articles	\$ -	\$ -	\$ -	
Snow and Ice Deficit	\$ -	\$ -	\$ -	0%
Overlay Reserve (known after tax rate setting)	\$ 175,000	\$ 171,546	\$ 3,454	2%
Total Budget, Articles, Overlay	\$ 20,911,689	\$ 19,838,342	\$ 406,710	2%

**FY2016 Financial Model
Town of Boxborough**

	FY16 Submitted Budget	FY15 Budget	FY15 vs FY16	FY15 vs FY16
Sources of Funds				
Estimated State Aid	\$ 237,938	\$ 237,938	\$ -	0%
State Aid (Cherry Sheet Assessments)	\$ (66,388)	\$ (67,287)	\$ 899	-1%
State Aid (Construction Reimbursement -school)	\$ 284,091	\$ 284,092	\$ (1)	0%
Total Estimated State Aid	\$ 455,641	\$ 454,743	\$ 898	0%
Estimated Local Receipts	\$ 1,437,000	\$ 1,380,000	\$ 57,000	4%
Total State Aid and Local Revenue	\$ 1,892,641	\$ 1,834,743	\$ 57,898	3%
Prior Year Levy Limit	\$ 17,823,560	\$ 17,199,968	\$ 623,592	4%
Allowed 2 1/2 Growth - Revenue Tax Increase	\$ 445,589	\$ 429,999	\$ 15,590	4%
Tax Rate	16.65	17.69		
New Growth (estimate determined by Town Policy Makers)	3,000,000	10,943,603	\$ (143,642)	-74%
Current Year Levy Limit	\$ 18,319,099	\$ 17,823,560	\$ 495,539	3%
One Time Capital Exclusion Articles	\$ -	\$ -	\$ -	0%
Exempt Debt Service (Net of State Reimbursement)	\$ 610,824	\$ 652,335	\$ (41,511)	-6%
Maximum Allowable Levy	\$ 18,929,923	\$ 18,475,895	\$ 454,028	2%
Exclude Allowable 2 1/2 Growth	\$ (445,589)	\$ (429,999)		
Adjusted Maximum Allowable Levy	\$ 18,484,334	\$ 18,045,895		
Total Available Funds (Excluding Allowable 2 1/2 Growth)	\$ 20,376,975	\$ 19,880,638	\$ 496,336	2%
Total Funds Required to meet Total Expenses (w Adjusted Tax Levy)	\$ 534,714	\$ (42,297)	\$ 577,011	-1364%

**FY2016 Financial Model
Town of Boxborough**

	FY16 Submitted Budget	FY15 Budget	FY15 vs FY16	FY15 vs FY16
For Tax Rate Calculation				
Operating Budget	\$ 19,062,854	\$ 17,922,802	\$ 1,140,052	6%
ATM 2016 Warrant Articles within 2 1/2	\$ 1,673,835	\$ -	\$ 1,673,835	-4%
ATM 2015 Warrant Articles within 2 1/2	\$ -	\$ 1,693,694	\$ (1,693,694)	
STM 2015 Warrant Articles within 2 1/2	\$ -	\$ 50,300	\$ (50,300)	
Overlay Reserve - raised on tax recap	\$ 175,000	\$ 171,546	\$ 3,454	2%
Snow and Ice Deficit - raised on tax recap	\$ -	\$ -		
Other Deficit Funds - raised on tax recap	\$ -	\$ 7,445		
Less: Funding Sources				
Available Funds - Free Cash (to fund budget)	\$ -	\$ -	\$ -	
Available Funds - Free Cash (Warrant Articles)	\$ -	\$ (401,551)	\$ 401,551	
Available Funds - Stabilization (Warrant Articles)	\$ -	\$ -	\$ -	
Available Funds - Overlay Surplus	\$ -	\$ (45,000)	\$ 45,000	
Available Funds - CPA Funds	\$ -	\$ -	\$ -	
Available Funds - Transfer Unexpended Prior Year Articles	\$ -	\$ (75,249)	\$ 75,249	
Available Funds - Unexpended Bond Proceeds	\$ -	\$ -	\$ -	
To be Borrowed	\$ (650,000)	\$ (1,222,194)	\$ 572,194	
State Aid (Cherry Sheets - Assessments)	\$ (171,550)	\$ (170,651)	\$ (899)	1%
State Aid (Construction Reimbursement - School)	\$ (284,091)	\$ (284,092)	\$ 1	0%
Local Receipts	\$ (1,437,000)	\$ (1,380,000)	\$ (57,000)	4%
(Estimated) Amount to be Raised by Tax Levy	\$ 18,369,048	\$ 16,267,050	\$ 2,109,443	13%
Total Valuation (Assessor sets tax rate)	\$ 979,999,303	\$ 976,999,303	\$ 3,000,000	0%
Estimated tax rate	\$ 18.74	\$ 16.65	\$ 2.09	13%

**FY2016 Budget Summary
Town of Boxborough**

	FY16 Submitted Budget	FY15 Budget	FY15 vs FY16	FY15 vs FY16	FY15 YTD	FY14 Budget	FY14 Actual
100 Total Salary	0	0	0	0%	0	0	0
100 Total Other	11,700	0	11,700	3%	5,700	11,340	11,340
100 Total General Gov't	11,700	0	11,700	3%	5,700	11,340	11,340
114 Total Salary	0	0	0	0%	0	0	0
114 Total Other	50	50	0	0%	47	50	47
114 Total Moderator	50	50	0	0%	47	50	47
119 Total Salary	0	0	0	0%	0	0	0
119 Total Other	175	175	0	0%	57	175	97
119 Total Town Constable	175	175	0	0%	57	175	97
122 Total Salary	2,000	2,000	0	0%	1,000	2,000	2,000
122 Total Other	2,119	2,136	(17)	-1%	1,591	2,149	24,663
122 Total Selectmen	4,119	4,136	(17)	0%	2,591	4,149	26,663
123 Total Salary	108,750	105,000	3,750	4%	49,307	101,500	101,500
123 Total Other	2,875	2,825	50	2%	1,400	2,825	2,813
123 Total Town Administrator	111,625	107,825	3,800	4%	50,707	104,325	104,313
131 Total Salary	0	0	0	0%	0	0	0
131 Total Other	500	455	45	10%	226	450	336
131 Total Town Finance Comm	500	455	45	10%	226	450	336
135 Total Salary	66,908	64,311	2,597	4%	30,061	70,810	68,136
135 Total Other	36,708	26,968	9,740	36%	3,008	26,666	31,185
135 Total Accountant	103,616	91,279	12,337	14%	33,069	97,476	99,320
141 Total Salary	66,908	64,311	2,597	4%	30,061	39,700	44,084
141 Total Other	11,564	13,113	(1,549)	-12%	7,720	9,023	7,936
141 Total Assessor	78,472	77,424	1,048	1%	37,780	48,723	52,020
145 Total Salary	67,908	65,311	2,597	4%	31,061	71,810	80,217
145 Total Other	8,350	8,350	0	0%	3,456	12,495	17,805
145 Total Treasurer	76,258	73,661	2,597	4%	34,517	84,305	98,022

**FY2016 Budget Summary
Town of Boxborough**

	FY16 Submitted Budget	FY15 Budget	FY15 vs FY16	FY15 vs FY16	FY15 YTD	FY14 Budget	FY14 Actual
146 Total Salary	67,676	65,087	2,589	4%	30,956	62,574	62,743
146 Total Other	11,381	20,118	(8,737)	-43%	20,352	17,076	16,653
146 Total Collector	79,057	85,205	(6,148)	-7%	51,308	79,650	79,396
151 Total Salary	0	0	0	0%	0	0	0
151 Total Other	53,500	53,500	0	0%	8,830	64,000	61,788
151 Total Legal	53,500	53,500	0	0%	8,830	64,000	61,788
152 Total Salary	0	0	0	0%	0	0	0
152 Total Other	320	260	60	23%	320	260	200
152 Total Personnel Board	320	260	60	23%	320	260	200
156 Total Salary	0	0	0	0%	0	0	0
156 Total Other	141,819	27,994	113,825	407%	11,009	0	0
156 Total Technology	141,819	27,994	113,825	407%	11,009	0	0
161 Total Salary	46,006	44,259	1,747	4%	21,220	42,562	42,676
161 Total Other	2,120	2,178	(58)	-3%	182	2,320	1,970
161 Total Town Clerk	48,126	46,437	1,689	4%	21,403	44,882	44,646
162 Total Salary	4,028	4,762	(734)	-15%	2,844	2,601	2,478
162 Total Other	5,632	6,070	(438)	-7%	3,186	4,355	4,173
162 Total Elect. & Registr.	9,660	10,832	(1,172)	-11%	6,030	6,956	6,650
171 Total Salary	0	0	0	0%	0	0	0
171 Total Other	2,150	2,150	0	0%	639	2,150	1,885
171 Total Conservation Comm	2,150	2,150	0	0%	639	2,150	1,885
175 Total Salary	67,453	64,856	2,597	4%	30,333	71,355	71,245
175 Total Other	7,330	5,775	1,555	27%	5,959	8,900	8,511
175 Total Planning Board	74,783	70,631	4,152	6%	36,292	80,255	79,756
176 Total Salary	0	0	0	0%	0	0	0
176 Total Other	335	335	0	0%	0	335	82
176 Total ZBA	335	335	0	0%	0	335	82

**FY2016 Budget Summary
Town of Boxborough**

	FY16 Submitted Budget	FY15 Budget	FY15 vs FY16	FY15 vs FY16	FY15 YTD	FY14 Budget	FY14 Actual
179 Total Salary	0	0	0	0%	0	0	0
179 Total Other	200	200	0	0%	0	200	0
179 Total Ag Comm	200	200	0	0%	0	200	0
192 Total Salary	172,420	168,116	4,304	3%	71,049	176,450	152,888
192 Total Other	43,723	45,355	(1,632)	-4%	19,271	58,582	75,969
192 Total Town Hall	216,143	213,471	2,672	1%	90,320	235,032	228,858
199 Total Salary	0	0	0	0%	0	0	0
199 Total Other	200	1,000	(800)	-80%	753	200	110
199 Total Energy Comm	200	1,000	(800)	-80%	753	200	110
Total Salaries - Town Government	670,057	648,013	22,044	3%	297,892	641,362	627,966
Total Other - Town Government	342,751	219,007	123,744	57%	93,706	223,551	267,564
Total Town Government	1,012,808	867,020	145,788	17%	391,598	864,913	895,531

**FY2016 Budget Summary
Town of Boxborough**

	FY16 Submitted Budget	FY15 Budget	FY15 vs FY16	FY15 vs FY16	FY15 YTD	FY14 Budget	FY14 Actual
210 Total Salary	1,011,041	1,008,200	2,841	0%	474,882	952,389	961,884
210 Total Other	138,940	137,290	1,650	1%	98,995	140,799	157,709
210 Total Police	1,149,981	1,145,490	4,491	0%	573,877	1,093,188	1,119,593
215 Total Salary	256,725	250,302	6,423	3%	118,742	249,037	272,443
215 Total Other	41,798	36,020	5,778	16%	26,407	36,910	34,591
215 Total Dispatch	298,523	286,322	12,201	4%	145,148	285,947	307,034
220 Total Salary	774,301	765,214	9,087	1%	326,821	739,496	722,904
220 Total Other	109,350	103,498	5,852	6%	45,589	105,703	91,994
220 Total Fire	883,651	868,712	14,939	2%	372,410	845,199	814,898
241 Total Salary	69,863	68,393	2,662	4%	30,812	65,427	63,846
241 Total Other	2,275	2,250	25	1%	1,142	2,442	2,278
241 Total Building Insp	72,138	70,643	2,687	4%	31,954	67,869	66,124
291 Total Salary	2,746	2,705	41	2%	0	2,682	2,681
291 Total Other	450	400	50	13%	161	400	393
291 Total ACO	3,196	3,105	91	3%	161	3,082	3,074
292 Total Salary	11,507	11,292	215	2%	5,211	11,007	1,006
292 Total Other	2,850	1,625	1,225	75%	1,080	1,625	1,289
292 Total ACO Dog & Cat	14,357	12,917	1,440	11%	6,292	12,632	2,296
299 Total Salary	45	45	0	0%	45	45	45
299 Total Other	25	50	(25)	-50%	0	50	6
299 Total Field Driver	70	95	(25)	-26%	45	95	51
Total Salaries - Protection	2,126,228	2,106,151	21,269	1%	956,513	2,020,083	2,024,809
Total Other - Protection	295,688	281,133	14,555	5%	173,375	287,929	288,260
Total Protection	2,421,916	2,387,284	35,824	2%	1,129,887	2,308,012	2,313,070

**FY2016 Budget Summary
Town of Boxborough**

	FY16 Submitted Budget	FY15 Budget	FY15 vs FY16	FY15 vs FY16	FY15 YTD	FY14 Budget	FY14 Actual
310 Total Salary	0	0	0	0%	0	0	0
310 Total Other	165,414	147,254	18,160	12%	95,716	177,558	177,558
310 Total Minuteman	165,414	147,254	18,160	12%	95,716	177,558	177,558
320 Total Salary	0	0	0	0%	0	0	0
320 Total Other	11,262,407	10,594,577	667,830	6%	5,297,292	11,366,956	11,104,420
320 Total ABRSD	11,262,407	10,594,577	667,830	6%	5,297,292	11,366,956	11,104,420
Total Salaries - Education	0	0	0	0%	0	0	0
Total Other - Education	11,427,821	10,741,831	685,990	6%	5,393,008	11,544,514	11,281,978
Total Education	11,427,821	10,741,831	685,990	6%	5,393,008	11,544,514	11,281,978

**FY2016 Budget Summary
Town of Boxborough**

	FY16 Submitted Budget	FY15 Budget	FY15 vs FY16	FY15 vs FY16	FY15 YTD	FY14 Budget	FY14 Actual
422 Total Salary	518,195	505,987	12,208	2%	235,697	489,932	471,526
422 Total Other	89,500	87,590	1,910	2%	44,870	85,040	107,877
422 Total DPW	607,695	593,577	14,118	2%	280,567	574,972	579,403
423 Total Salary	54,276	53,121	1,155	2%	6,906	51,336	57,210
423 Total Other	116,610	107,765	8,845	8%	40,106	109,550	133,371
423 Total Snow & Ice	170,886	160,886	10,000	6%	47,012	160,886	190,581
424 Total Salary	0	0	0	0%	0	0	0
424 Total Other	3,000	3,000	0	0%	1,130	3,000	2,401
424 Total Street Lighting	3,000	3,000	0	0%	1,130	3,000	2,401
425 Total Salary	0	0	0	0%	0	0	0
425 Total Other	27,400	22,400	5,000	22%	21,322	27,120	18,067
425 Total Hager Well	27,400	22,400	5,000	22%	21,322	27,120	18,067
429 Total Salary	0	0	0	0%	0	0	0
429 Total Other	96,575	97,250	(675)	-1%	46,612	97,250	97,046
429 Total Fuel	96,575	97,250	(675)	-1%	46,612	97,250	97,046
431 Total Salary	0	0	0	0%	0	0	0
431 Total Other	0	10,000	(10,000)	-100%	9,275	0	0
431 Total Hazardous Waste	0	10,000	(10,000)	-100%	9,275	0	0
433 Total Salary	0	0	0	0%	0	0	0
433 Total Other	140,100	140,850	(750)	-1%	57,433	142,000	115,094
433 Total Transfer Station	140,100	140,850	(750)	-1%	57,433	142,000	115,094
491 Total Salary	8,953	8,821	132	1%	0	8,733	8,732
491 Total Other	1,500	1,000	500	50%	119	1,000	861
491 Total Cemetery	10,453	9,821	632	6%	119	9,733	9,593
Total Salaries - Public Works	581,424	567,929	13,495	2%	242,602	550,001	537,469
Total Other - Public Works	474,685	469,855	4,830	1%	220,867	464,960	474,717
Total Public Works	1,056,109	1,037,784	18,325	2%	463,470	1,014,961	1,012,185

**FY2016 Budget Summary
Town of Boxborough**

	FY16 Submitted Budget	FY15 Budget	FY15 vs FY16	FY15 vs FY16	FY15 YTD	FY14 Budget	FY14 Actual
505 Total Salary	988	988	0	0%	494	988	988
505 Total Other	98	100	(2)	-2%	0	100	95
505 Total Animal Inspector	1,086	1,088	(2)	0%	494	1,088	1,082
511 Total Salary	500	500	0	0%	250	501	417
511 Total Other	39,290	36,390	2,900	8%	8,026	37,178	35,936
511 Total BoH	39,790	36,890	2,900	8%	8,276	37,679	36,353
529 Total Salary	24,320	0	24,320	New Positio	1,433	0	0
529 Total Other	680	0	680	New Positio	2,019	0	0
529 Total Community Services	25,000	0	25,000	New Positio	3,452	0	0
541 Total Salary	47,908	46,051	1,857	4%	23,468	43,981	41,374
541 Total Other	6,100	4,700	1,400	30%	3,825	14,390	14,390
541 Total COA	54,008	50,751	3,257	6%	27,293	58,371	55,764
543 Total Salary	4,008	1,027	2,981	290%	0	670	670
543 Total Other	355	355	0	0%	0	355	1,322
543 Total Veterans	4,363	1,382	2,981	216%	0	1,025	1,992
Total Salaries - Health Services	77,724	48,566	29,158	60%	24,212	46,140	43,448
Total Other - Health Services	46,523	41,545	4,978	12%	11,851	52,023	51,743
Total Health Services	124,247	90,111	34,136	38%	36,063	98,163	95,191

**FY2016 Budget Summary
Town of Boxborough**

	FY16 Submitted Budget	FY15 Budget	FY15 vs FY16	FY15 vs FY16	FY15 YTD	FY14 Budget	FY14 Actual
610 Total Salary	234,065	214,309	19,756	9%	97,499	206,521	203,824
610 Total Other	129,329	119,012	10,317	9%	45,867	116,435	123,484
610 Total Library	363,394	333,321	30,073	9%	143,366	322,956	327,308
630 Total Salary	26,722	26,471	251	1%	19,262	25,954	22,912
630 Total Other	9,800	9,400	400	4%	5,526	9,600	8,828
630 Total Rec Comm	36,522	35,871	651	2%	24,788	35,554	31,740
670 Total Salary	0	0	0	0%	0	0	0
670 Total Other	1,500	1,000	500	50%	2,190	500	500
670 Total Steele Farm	1,500	1,000	500	50%	2,190	500	500
691 Total Salary	0	0	0	0%	0	0	0
691 Total Other	4,545	3,174	1,371	43%	1,082	3,169	3,193
691 Total Hist Comm	4,545	3,174	1,371	43%	1,082	3,169	3,193
692 Total Salary	0	0	0	0%	0	0	0
692 Total Other	965	965	0	0%	17	965	671
692 Total Public Celebr	965	965	0	0%	17	965	671
699 Total Salary	0	0	0	0%	0	0	0
699 Total Other	1,500	1,500	0	0%	0	1,500	386
699 Total AB Cultural Council	1,500	1,500	0	0%	0	1,500	386
Total Salaries - Culture & Rec	260,787	240,780	20,007	8%	116,761	232,475	226,736
Total Other - Culture & Rec	147,639	135,051	12,588	9%	54,682	132,169	137,061
Total Culture & Rec	408,426	375,831	32,595	9%	171,443	364,644	363,797

**FY2016 Budget Summary
Town of Boxborough**

	FY16 Submitted Budget	FY15 Budget	FY15 vs FY16	FY15 vs FY16	FY15 YTD	FY14 Budget	FY14 Actual
710 Total Salary	0	0	0	0%	0	0	0
710 Total Other	981,694	740,000	241,694	33%	610,000	745,000	745,000
710 Total Retirement of LT Debt	981,694	740,000	241,694	33%	610,000	745,000	745,000
751 Total Salary	0	0	0	0%	0	0	0
751 Total Other	141,310	162,897	(21,587)	-13%	85,171	440,673	440,668
751 Total Debt Interest	141,310	162,897	(21,587)	-13%	85,171	440,673	440,668
830 Total Salary	0	0	0	0%	0	0	0
830 Total Other	597,202	612,822	(15,620)	-3%	612,822	592,504	592,504
830 Total County Retirement Assmt	597,202	612,822	(15,620)	-3%	612,822	592,504	592,504
912 Total Salary	0	0	0	0%	0	0	0
912 Total Other	62,600	60,279	2,321	4%	50,857	68,302	52,075
912 Total Other Insurance	62,600	60,279	2,321	4%	50,857	68,302	52,075
915 Total Salary	0	0	0	0%	0	0	0
915 Total Other	562,330	583,303	(20,973)	-4%	354,508	1,322,710	1,160,019
915 Total Employee Benefits	562,330	583,303	(20,973)	-4%	354,508	1,322,710	1,160,019
945 Total Salary	0	0	0	0%	0	0	0
945 Total Other	81,391	78,640	2,751	3%	63,396	90,000	82,687
945 Total Liability Insurance	81,391	78,640	2,751	3%	63,396	90,000	82,687
Total Salaries - Administration	0	0	0	0%	0	0	0
Total Other - Administration	2,426,527	2,237,941	188,586	8%	1,776,754	3,259,189	3,072,953
Total Administration	2,426,527	2,237,941	188,586	8%	1,776,754	3,259,189	3,072,953
132 Total Salary	0	0	0	0%	0	0	0
132 Total Other	185,000	185,000	0	0%	15,974	185,000	185,532
132 Total Reserve Fund	185,000	185,000	0	0%	15,974	185,000	185,532

**FY2016 Budget Summary
Town of Boxborough**

	FY16 Submitted Budget	FY15 Budget	FY15 vs FY16	FY15 vs FY16	FY15 YTD	FY14 Budget	FY14 Actual
Total Salaries - Town Government	670,057	648,013	22,044	3%	297,892	641,362	627,966
Total Salaries - Protection	2,126,228	2,106,151	21,269	1%	956,513	2,020,083	2,024,809
Total Salaries - Public Works	581,424	567,929	13,495	2%	242,602	550,001	537,469
Total Salaries - Health Services	77,724	48,566	29,158	60%	24,212	46,140	43,448
Total Salaries - Culture & Rec	260,787	240,780	20,007	8%	116,761	232,475	226,736
Total Salaries	3,716,220	3,611,439	105,973	3%	1,637,980	3,490,061	3,460,429
Total Other - Town Government	342,751	219,007	123,744	57%	93,706	223,551	267,564
Total Other - Protection	295,688	281,133	14,555	5%	173,375	287,929	288,260
Total Other - Public Works	474,685	469,855	4,830	1%	220,867	464,960	474,717
Total Other - Health Services	46,523	41,545	4,978	12%	11,851	52,023	51,743
Total Other - Culture & Rec	147,639	135,051	12,588	9%	54,682	132,169	137,061
Total Town Other	1,307,286	1,146,591	160,695	14%	554,481	1,160,632	1,219,345
Total Town Government	1,012,808	867,020	145,788	17%	391,598	864,913	895,531
Total Protection	2,421,916	2,387,284	35,824	2%	1,129,887	2,308,012	2,313,070
Total Public Works	1,056,109	1,037,784	18,325	2%	463,470	1,014,961	1,012,185
Total Health Services	124,247	90,111	34,136	38%	36,063	98,163	95,191
Total Culture & Rec	408,426	375,831	32,595	9%	171,443	364,644	363,797
Total Town Expenses	5,023,506	4,758,030	266,668	6%	2,192,462	4,650,693	4,679,774
Total Other - Education	11,427,821	10,741,831	685,990	6%	5,393,008	11,544,514	11,281,978
Total Other - Administration	2,426,527	2,237,941	188,586	8%	1,776,754	3,259,189	3,072,953
Total Reserve Fund	185,000	185,000	0	0%	15,974	185,000	185,532
Total Other Costs	14,039,348	13,164,772	874,576	7%	7,185,735	14,988,703	14,540,463
Total Expenses	19,062,854	17,922,802	1,141,244	6%	9,378,197	19,639,396	19,220,237

**FY2016 Proposed Articles
Town of Boxborough**

	Dept	Description	Amount	
Transfers:	100	Transfer to Stabilization Fund	100,000	
	171	Conservation: Transfer to Conservation Trust for Future Purchase	5,000	
	950	Transfer to OPEB Trust Fund	100,000	
Salary: (plus)	141	Assessor: Certification Stipend	1,000	
	210	Police: Promote 1 Sgt to LT	21,125	
	215	Additional Dispatcher	9,034	Add Health
	220	Additional Firefighter/Shift Restructuring	25,627	Add Health
	422	Additional DPW Worker	34,049	Add Health
	610	Additional Library Hours/PT staffing	Budget (pending)	14,162 est
Other Exp:	161	Town Clerk: Record Books Conservation (3 year project, average 11K per year) - will approach CPC for funding	30,000	
	192	Town Hall: Renovation of Foyer into Grange Hall	35,000	
	210	Police: Department Accreditation	14,000	
	210	Police: Body Worn Cameras	12,000	
	210	Police: Bullet Proof Vests	12,000	
	210	Police: Palm Scanner	25,000	
	220	Fire: Pumper Truck	650,000	
	220	Fire: Turnout Gear (Personal Protective Equipment)	140,000	
	422	DPW: 3/4 Ton Pickup Truck	40,000	
	422	DPW: Road Paving	300,000	
	630	Recreation: Skate Park	40,000	
	670	Steele Farm: Exterior Repairs	80,000	
		Total		<u>1,673,835</u>
Non-Appropriation Financial:	141	Assessor: Personal Exemption Percentage		
	541	COA: New Revolving Acct for Programs	15,000	Cap
	610	Library: New Revolving Acct for Copy Machine Funds	1,500	Cap
	220	Fire Alarm Revolving Cap Increase	to 10,000	

**FY2016 Available Funds
Town of Boxborough**

	Amount
Unexpended Articles: ATM08, Art13	Capital Equipment (Bond Issuance) 1,680.11
ATM11, Art21	Blanchard: Consultant 313.00
ATM12, Art24	Blanchard: Masonry 9,213.99
ATM13, Art14	Fire: AirPaks 10,861.00
STM14, Art2	Police: CBA (Retro) 2,081.08
	Total Available 24,149.18
Free Cash:	
	FY13 Certification 1,087,863
	Additional Revenue (under-estimated) 298,774
	Unexpended Funds GF Budget 509,510
	Uses (Articles ATM14 & STM14) (401,551)
	Additional Returns, Income, Transfers in 445,818
	FY14 Certification 1,940,414
Stabilization:	
	FY14 Balance 1,119,293
	Additions (ATM14) 100,000
	Uses -
	Interest (Est YTD) 8,411
	FY15 Balance 1,227,704
Local Revenues:	
	FY14 Estimates 1,366,000
	FY14 Actual 1,664,774
	FY15 Estimates 1,380,000
	FY15 Actual (YTD 12/20/14) 559,777
	FY16 Estimate 1,437,000 (Includes year 1 Gutierrez Building Permits)

DRAFT TABLE 6 - 1/22/15
 ACTON-BOXBOROUGH REGIONAL SCHOOL DISTRICT
 Analysis of Assessments
 Projected State Aid Numbers
 School Year 2015-2016

	GROSS BUDGET 2015-2016	ACTON 84.58% 83.22%	BOXBOROUGH 15.42% 16.78%	<i>K to 12 7 to 12</i>
EXPENDITURES INSIDE DEBT LIMIT:				
OPERATING BUDGET	\$77,221,512	\$65,313,955	\$11,907,557	
OPEB TRUST FUND CONTRIBUTION	\$700,000	\$592,060	\$107,940	
LOWER FIELDS CONSTRUCTION DEBT SERVICE	\$118,118	\$104,204	\$13,914	
CAPITAL OUTLAY - BUILDINGS	\$355,200	\$300,428	\$54,772	
TOTAL INSIDE DEBT LIMIT	\$78,394,830	\$66,310,647	\$12,084,183	
EXPENDITURES OUTSIDE DEBT LIMIT (PREVIOUSLY AUTHORIZED BY REGION):				
CONSTRUCTION DEBT SERVICE (FOR JHS & SHS/AUTHORIZED OUTSIDE PROP 2 1/2)	\$382,164	\$337,145	\$45,019	
SH CONSTRUCTION/RENOVATION	\$1,420,461	\$1,253,131	\$167,330	
	\$1,802,625	\$1,590,276	\$212,349	
GROSS BUDGET-Subtotal	\$80,197,455	\$67,900,922	\$12,296,533	
EXPENDITURES OUTSIDE DEBT LIMIT (PREVIOUSLY AUTHORIZED BY ACTON OR BOXBOROUGH):				
BUILDING ADDITION BLANCHARD SCHOOL (Authorized FY06)	\$378,900	\$320,474	\$58,426	
SBAB REIMBURSEMENT BUILDING ADDITION BLANCHARD SCHOOL (Authorized FY06)	(\$284,091)	(\$240,284)	(\$43,807)	
HAGER WELL (WATER & SEWER) (Authorized FY00)	\$105,948	\$89,610	\$16,337	
TWIN SCHOOLS (Authorized FY03)	\$1,510,700	\$1,277,750	\$232,950	
SBAB REIMBURSEMENT TWIN SCHOOLS (Authorized FY03)	(\$922,673)	(\$780,397)	(\$142,276)	
TOTAL OUTSIDE DEBT LIMIT	\$788,784	\$667,153	\$121,630	
SCHOOL RELATED DEBT SERVICE AUTHORIZED BY BOXBOROUGH TOWN MEETING:				
COMBINATION: (REPLACEMENT OF PORTION OF BLANCHARD MEMORIAL ROOF (Authorized FY12)	\$15,600	\$13,194	\$2,406	
REPLACEMENT OF WINDOWS (Authorized FY13)	\$6,240	\$5,278	\$962	
SECURITY UPGRADES AT BLANCHARD MEMORIAL SCHOOL (Authorized FY13))	\$5,200	\$4,398	\$802	
TOTAL TOWN OF BOXBOROUGH SCHOOL DEBT SERVICE	\$27,040	\$22,870	\$4,170	
SCHOOL RELATED DEBT SERVICE AUTHORIZED BY ACTON TOWN MEETING:				
ACTON SCHOOL (Authorized FY10)	\$24,101	\$20,385	\$3,716	
SCHOOL FACILITIES (Authorized FY10)	\$75,555	\$63,904	\$11,651	
DOUGLAS ROOF (Authorized FY09)	\$24,313	\$20,564	\$3,749	
TOTAL TOWN OF ACTON SCHOOL DEBT SERVICE	\$123,969	\$104,853	\$19,116	
CREDIT FOR SCHOOL RELATED DEBT SERVICE TO BE PAID FROM MUNICIPAL BUDGETS	(\$939,792)	(\$711,996)	(\$227,797)	
GROSS BUDGET-TOTAL	\$80,197,455	\$67,983,803	\$12,213,652	
OTHER FINANCING SOURCES:				
CHAPTER 70 BASE AID	\$14,393,376	\$12,173,917	\$2,219,459	
CHOICE/CHARTER SCHOOL ASSESSMENT	(\$546,513)	(\$462,241)	(\$84,272)	
CHARTER SCHOOL AID	\$26,761	\$22,634	\$4,127	
REGIONAL SCHOOL TRANSPORTATION (Cherry Sheet)	\$1,266,283	\$1,071,022	\$195,261	
REGIONAL BONUS AID	\$111,200	\$94,053	\$17,147	
TRANSFER FROM PREMIUM ON LOAN-JHS	\$7,526	\$6,365	\$1,161	
TRANSFER FROM RESERVES (Excess & Deficiency)	\$200,000	\$169,160	\$30,840	
TOTAL OTHER FINANCING SOURCES	\$15,458,633	\$13,074,912	\$2,383,721	
TOWN ASSESSMENTS	\$64,738,822	\$54,908,891	\$9,829,931	

Calculation of Final Assessments Per Appendix A to Revised Regional Agreement - FY16

Description	TOTAL	ACTON	BOXBOROUGH	Steps
Project Total Benefit Amount	\$1,873,119			1
Base Budgets	\$64,533,396	\$53,398,447	\$11,134,949	2
Benefit Percentage Shares		87.5%	12.5%	3
Share of Benefits	\$1,873,119	\$1,638,979	\$234,140	4a
Reduce Base Budgets By Benefit Shares	\$62,660,277	\$51,759,468	\$10,900,809	4b
Recalculated Assessment Percentages Based On Benefit Shares Applied To Base Budget	100.00%	82.60%	17.40%	4c
Input Table 6 Result From FY16 Actual Budget	\$64,738,822	\$54,908,891	\$9,829,931	4d
Assessment Percentages With Actual Budget		84.82%	15.18%	4d
Shift In Percentage Shares		2.21%	-2.21%	4d
Final Assessment	\$64,738,822	\$53,476,415	\$11,262,407	4d
FY15 Assessments	\$60,284,722	\$49,690,145	\$10,594,577	
FY15 additional assessment MCRS	\$451,297	\$384,255	\$67,042	
	\$60,736,019	\$50,074,400	\$10,661,619	
increase	4,002,803	3,402,015	\$600,787.97	
%	6.6%	6.8%	5.6%	

Acton-Boxborough Regional School District
Preliminary FY16 Budget

Clare Jeannotte
Interim Director of Finance

1/22/15
(slight revision as marked)

Budget Overview

Acton-Boxborough Regional School District
Summary Operating Budget and Assessments
Preliminary-for discussion purposes 1/22/15

	FY15 Revised Budget	FY16 Prelim Budget	\$ Increase (Decrease)	%
Operating Budget:				
OPEB Trust Fund Contribution	506,000	700,000	194,000	38.3%
Middlesex Retirement Contribution - Transition	451,297		(451,297)	-100.0%
Middlesex Retirement Contribution	1,304,911	2,059,997	755,086	57.9%
Capital	552,629	520,459	(32,170)	-5.8%
Debt paid by ABRSD	1,847,734	1,920,743	73,009	4.0%
Transportation Budget	2,479,446	2,622,108	142,662	5.8%
All Other	69,313,106	72,374,148	3,061,042	4.4%
Total Operating Budget	76,455,123	80,197,455	3,742,332	4.9%
Non-Assessment Revenues:				
Ch. 70 State Aid	14,254,476	14,393,376	138,900	1.0%
Ch. 71 16C Regional Transportation	1,537,078	1,266,283	(270,795)	-17.6%
Ch. 71 16D (g) Regional Bonus Aid	139,000	111,200	(27,800)	-20.0%
Transfer Loan Premium-JHS	658	7,526	6,868	1043.8%
Transfer from reserve - E&D	300,000	200,000	(100,000)	-33.3%
	16,231,212	15,978,385	(252,827)	-1.6%
Revenue offsets:				
School Choice Assessment	(91,711)	(103,099)	(11,388)	12.4%
Charter School Assessment	(541,005)	(430,739)	110,266	-20.4%
Charter School Reimbursement	133,282	26,761	(106,521)	-79.9%
Special Education Assessment	(12,675)	(12,675)	-	0.0%
	(512,109)	(519,752)	(7,643)	1.5%
Total Non-Assessment Revenues	15,719,103	15,458,633	(260,470)	-1.7%
Required Assessments to Towns	60,736,020	64,738,822	4,002,802	6.6%
Assessment by Member Towns:				
Acton	49,690,145	53,476,415	3,786,270	7.6%
Boxborough	10,594,577	11,262,407	667,830	6.3%
Member Town contrib to Middlesex Retirement				
Acton	384,255	-	(384,255)	-100.0%
Boxborough	67,042	-	(67,042)	-100.0%
Total Assessment:				
Acton	50,074,400	53,476,415	3,402,015	6.8%
Boxborough	10,661,619	11,262,407	600,788	5.6%

Acton-Boxborough Regional Schools
FY16 Preliminary Proposed Budget

Character Code Description	FY15 Revised Budget	FY16 Recommended Budget	Increase (Decrease)	
			\$	%
Salaries, Teaching - 01	31,924,482.00	33,078,855.00	1,154,373	3.6%
Salaries, Principals - 02	2,109,446.00	2,188,065.00	78,619	3.7%
Salaries, Central Administration - 03	1,048,045.00	1,068,125.00	20,080	1.9%
Salaries, Support Staff - 04	8,464,011.00	9,040,355.00	576,344	6.8%
Salaries, Athletics - 05	511,539.00	520,643.00	9,104	1.8%
Salaries, Buildings - 06	709,164.00	719,691.00	10,527	1.5%
Salaries, Custodial - 07	1,495,839.00	1,471,234.00	(24,605)	-1.6%
Salaries, Home Instruction - 08	17,044.00	20,000.00	2,956	17.3%
Salaries, Miscellaneous Pupil Services - 09	1,411,089.00	1,499,675.00	88,586	6.3%
Salaries, Subs Miscellaneous - 11	186,093.00	222,781.00	36,688	19.7%
Salaries, Subs Instructional - 12	524,516.00	530,508.00	5,992	1.1%
Salaries, Overtime - 13	242,855.00	242,855.00	-	0.0%
Stipends, Curriculum/Instruction - 14	117,775.00	168,283.00	50,508	42.9%
Fringe, Course Reimbursement - 15	56,000.00	56,000.00	-	0.0%
Fringe, Health Insurance - 16	7,842,791.00	8,360,695.00	517,904	6.6%
Fringe, Health Insurance, Retiree - 17	904,093.00	924,241.00	20,148	2.2%
Fringe, Life/Disability Insurance - 18	28,583.00	38,000.00	9,417	32.9%
Fringe, Unemployment Insurance - 19	25,000.00	25,000.00	-	0.0%
Fringe, Workers Compensation - 20	339,446.00	348,412.00	8,966	2.6%
Fringe, Middlesex County Retirement System - 21	1,756,208.00	2,059,997.00	303,789	17.3%
Fringe, Medicare - 22	817,453.00	846,064.00	28,611	3.5%
Contributions, OPEB Trust Fund - 23	506,000.00	700,000.00	194,000	38.3%
Instruction Supplies - 24	916,498.00	1,116,075.00	199,577	21.8%
Instruction Textbooks - 25	262,485.00	278,710.00	16,225	6.2%
Instructional, Library - 26	57,725.00	59,435.00	1,710	3.0%
Other, Capital Outlay - 27	552,629.00	520,459.00	(32,170)	-5.8%
Other, Debt Service - 29	1,847,734.00	1,920,743.00	73,009	4.0%
Other, Property/Casualty - 30	98,924.00	106,369.00	7,445	7.5%
Other, Maint Buildings/Grounds - 31	582,748.00	765,048.00	182,300	31.3%
Other, Maintenance Equipment - 32	209,906.00	210,470.00	564	0.3%
Other, Legal Service - 34	128,650.00	150,000.00	21,350	16.6%
Other, Admin Supplies - 35	814,388.00	841,198.00	26,810	3.3%
Other, Athletic Supplies - 36	53,666.00	53,666.00	-	0.0%
Other, Custodial Supplies - 37	145,984.00	157,984.00	12,000	8.2%
Other, Sped Transportation - 38	1,340,411.00	1,528,647.00	188,236	14.0%
Other, Student Transportation - 39	937,937.00	938,300.00	363	0.0%
Other, Travel, Conferences - 40	88,504.00	89,186.00	682	0.8%
Other, Sped Tuition - 41	5,213,514.00	5,269,951.00	56,437	1.1%
Other, Utilities - 42	1,730,472.00	1,630,499.00	(99,973)	-5.8%
Other, Telephone - 43	148,285.00	144,045.00	(4,240)	-2.9%
Other, Sewer - 44	287,191.00	287,191.00	-	0.0%
GRAND TOTAL	76,455,123.00	80,197,455.00	3,742,332.00	4.9%



Acton-Boxborough Regional School District
Superintendent's Office
16 Charter Road
Acton, MA 01720
978-264-4700 www.abschools.org

Glenn A. Brand
Superintendent of Schools

To: Acton Boxborough Regional School Committee
From: Glenn A. Brand
Date: 01/16/15
Re: FY16 Budget Memo

Please find enclosed the *FY16 Superintendent's Proposed Preliminary* budget by line item reporting along with a revised *Table 6 Assessment* report. This financial data has been assembled through a report generated from our MUNIS financial accounting system. All comparisons are between the FY16 proposed budget and the FY15 revised budget, as re-voted at the November 6, 2014 School Committee Meeting. That revision increased the FY15 budget revenues and expenditures by \$451,297 to reflect the additional Middlesex Retirement Contribution from each town not included in the initial voted budget, due to timing of data from the retirement system reflecting the full impact of the expanded Region.

The budget request represents an increase of 4.89% or \$3,742,332 in overall expenses, from \$76,455,123 the current fiscal year (FY15) to \$80,197,455 in FY16. This operational increase translates to an overall increase in the total assessment to member towns of 6.6%, and increases for the Town of Acton of 6.8% and for the Town of Boxborough of 5.6%.

This reflects a change from the previous preliminary budget that you received at your January 8th School Committee meeting which reflected a 5.25% increase or \$4,014,018 above the current year's operating budget. The revisions within this version captures changes as the result of the administration's opportunity to more thoroughly review each of the hundreds of line items, categories and departments. This accompanying budget does not reflect any recommended programmatic reductions at this time.

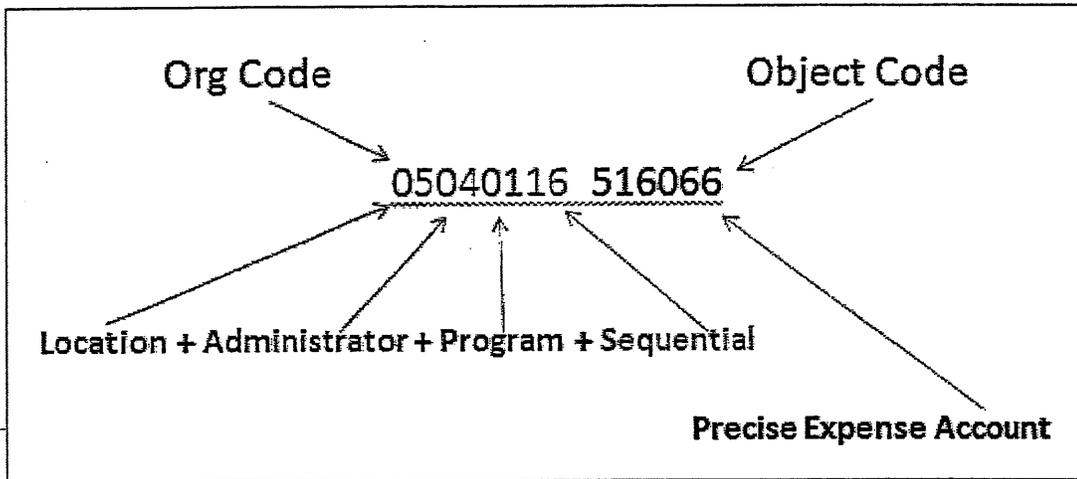
It must also be pointed out that as a result of full regionalization, there is limited historical data from previous years in which to compare operational expenses. In fact, with the common agreement held by both the administration and members of the School Committee that comparing expenses between FY14 (the fiscal year prior to regionalization) to that of FY15 (the current fiscal year and the first year of regionalization) is not an accurate means to compare, there is no FY14 data included within this report. As a result, as we enter the budget development phase for FY16 the only true source of comparative data is that of this current year.

Our Mission is to prepare all students to attain their full potential as life-long learners, critical thinkers, and productive citizens of our diverse community and global society.

ABRSD Chart of Accounts Key

Each ABRSD account number is made up of an **Organization (Org) Code and an Object Code**. Each **Organization Code** is coded using the following logic. The first two digits of each account represent the location number of the account. The next two numbers represent the Administrator responsible for the account. The next two digits of the account number reflect the program code for each account. The next two digits are sequential.

For example, the account CO PERSONNEL ADMIN TRAINER - CPR is coded as 05040116 516066: 05040116 > **05** for Central Office, **04** for Personnel Director, **01** for Admin, **16** is sequential. Each ABRSD account number is also made up of an **Object Code** that represents the type of DESE expense that the account is made up of. Each Object Code is linked to a unique character code which groups similar expenses together for presentation purposes.



Location Codes

<u>Code</u>	<u>Description</u>	<u>Short Description</u>
05	CENTRAL OFFICE	CO
11	ADMIN BLDG	AD
12	MAINTENANCE SHED	MS
13	REGIONAL TRANSPORTATION	RT
14	DISTRICT WIDE	DW
15	SENIOR HIGH	SH
16	JUNIOR HIGH	JH
17	BLANCHARD	BL
18	CONANT	CN
19	DOUGLAS	DO
20	GATES	GA
21	MCCARTHY TOWNE	MC
22	MERRIAM	ME



ACTON-BOXBOROUGH REGIONAL SCHOOL DISTRICT

FY'16 SUPERINTENDENT'S PRELIMINARY BUDGET REQUEST

School Committee Meeting
January 22, 2015

2

FY'16 Budget – overview to date

- December 18th ABRSD School Committee meeting priorities around the FY'16 budget request were outlined
- Budget assumptions were defined and 5 year history of E&D, Town turnbacks, and the total budget levels were reviewed
- Budget drivers were identified and discussed
- January 8th ABRSD School Committee meeting totals of preliminary budget, funding sources, expenditures and preliminary assessments were presented
- Efficiencies and reductions were highlighted
- Requested but unbudgeted items (deferred needs) were identified

5

FY'16 Expenditures-updated

Category:	FY'15	FY16	Increase (Decrease)	
	Revised Budget	Preliminary Budget	\$	%
Salaries and other compensation	48,761,896	50,771,070	2,009,172	4.12%
Fringe benefit and related costs	12,275,574	13,358,409	1,082,835	8.82%
<i>Fringe as % of total compensation</i>	<i>25.2%</i>	<i>26.3%</i>		
Special Education tuition and transportation	6,553,925	6,798,598	244,673	3.73%
Capital outlay and debt service	2,400,363	2,441,202	40,839	1.70%
All other	6,463,363	6,826,176	364,813	5.64%
Total Expenditures:	\$ 76,455,123	\$ 80,197,455	\$ 3,742,332	4.89%

6

FY'16 Preliminary Assessments – Changes since 1/8/15:

Assessments:

	1/8/15	1/22/15	Decrease
•Acton	53,675,634	53,476,415	199,219
•Boxborough	<u>11,304,363</u>	<u>11,262,407</u>	<u>41,956</u>
•Total	<u>64,979,997</u>	<u>64,738,822</u>	<u>241,175</u>



ACTON-BOXBOROUGH REGIONAL SCHOOL DISTRICT

FY'16 SUPERINTENDENT'S PRELIMINARY BUDGET REQUEST

School Committee Meeting
January 8, 2015

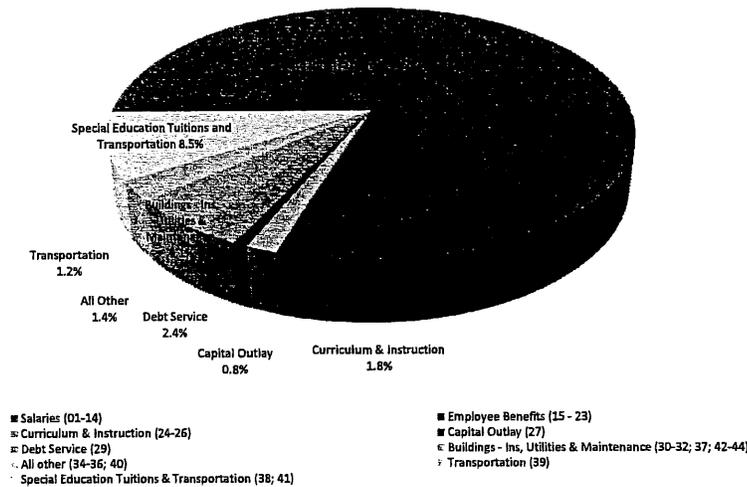
FY'16 Budget Priorities

- . At the December 18th ABRSD School Committee meeting the priorities around which the FY'16 budget request would be built were outlined.
- . Central to these requests includes meeting the needs of all of our students.
- . While overall enrollment is decreasing, the percentage of high needs students is growing rapidly.
- . These requests fall to those students receiving:
 - instruction for English Language Learning
 - individualized Special Education instruction
 - specialized services in support of students receiving mental health services

FY'16 Expenditures

Category:	FY'15	FY'16	Increase (Decrease)	
	Revised Budget	Preliminary Budget	\$	%
Salaries and other compensation	48,760,920	50,875,082	2,114,162	4.34%
Fringe benefit and related costs (includes OPEB)	12,275,574	13,357,929	1,082,355	8.82%
<i>Fringe as % of total compensation</i>	<i>25.2%</i>	<i>26.3%</i>		
Special Education tuition and transportation	6,553,925	6,796,374	242,449	3.70%
Capital outlay and debt service	2,413,527	2,577,272	163,745	6.78%
All other	6,451,177	6,862,484	411,307	6.38%
Total Expenditures:	\$ 76,455,123	\$ 80,469,141	\$ 4,014,018	5.25%

FY'16 Distribution of Preliminary Budget



FY'16 Preliminary Budget: Proposed Personnel Increases

The following represent proposed personnel increases included within the FY'16 preliminary budget:

- 0.6 FTE ELL Teacher (Elementary)
- 1.0 SpEd ETL, Transition & Academic Support (JHS)
- 0.6 Special Education Teacher (Elementary)
- 19 hour ODP Assistant (SHS)
- 0.4 School Psychologist (Elementary)
- 19 hour Office Support (Pupil Services)

Total: \$239,303 or 3.8 FTEs

Meeting the Needs of All Students

- Growing range & number of diverse student needs.
- Faculty/staff are striving to meet these demands in a wide variety of programs including regular education, Special Education and our English Language Education (ELE).
- Effectively meeting these needs cannot be achieved solely through professional learning or new teaching practices but requires additional resources.
- FY'16 request provides for additional capacity in direct instruction to students as well as student support.

English Language Learners (ELL)

- This program area continues to grow in number of students and regulatory demands.
- The current staffing pattern makes it difficult for us to meet recommended guidelines.
- The district is required to have in place administrative support from a licensed ELL administrator.
- This FY'16 request includes a 0.6 additional FTE to expand direct service to students and help secure the necessary administrative position funded in the FY'15 budget.

Additional Personnel Requests

Elementary Psychologist (0.4 FTE)

- Increased demands of specialized assessments are currently completed by Guidance Counselors which impacts direct service to students.
- According to a review of both outside professionals a review of other district practices it is not a desired practice for GCs to complete cognitive testing.
- Although the recommendation was for a 1.0 FTE only a 0.4 FTE is being recommended.

Jr. High Special Education ETL, Transition & Academic Support (1.0 FTE)

- This position addresses two needs: i) Assists with the building-based needs in relation to the transition of Spec. Ed. Students; ii) also addresses the expansion of the 0.5 Reading/Academic support position.

Existing Conditions Study

- The FY16 budget includes a project line of \$200,000 to complete an *Existing Conditions Study*.
- Estimate based upon an industry estimate of square footage.
- Study will examine a wide-range of areas:
 - i) *Evaluation of Existing Conditions*
 - Deferred Maintenance
 - Code Required Upgrades
 - ii) *Educational Programming*
 - Demographic Projections
 - Comparisons to MSBA Guidelines
 - Evaluation of Curriculum vs. Building Space Needs
 - iii) *Options Development for District*

FY16 Operating Budget: Deferred Needs

There are additional requests that were also submitted from the administration but are not recommended at this time due to financial resources. They represent requests that will need to be considered as part of a future budget request:

- 2nd Elementary Literacy Specialist/Coach
- 0.6 Elementary Psychologist
- 0.2 Speech & Language Chair Increase
- 1.0 ELL teacher Direct Instruction
- 3.2 Elementary Special Education

Office of the Superintendent
Acton-Boxborough Regional School District
Acton, MA 01720
(978) 264-4700 x 3206
<http://abschools.org>

TO: Acton-Boxborough Regional School Committee Members
FROM: Glenn A. Brand, Superintendent of Schools
DATE: 12/16/14
RE: FY16 Preliminary Budget

The Administration is currently engaged in the development of the FY16 (2015-16) operating budget for the Acton-Boxborough Regional School District. This proposed plan will be presented at your January 8th School Committee meeting and will detail the total request alongside the percentage increase over the current budget year.

The delivery of an operating budget for a school district centers on a larger 'story.' Some of this story must put into perspective our historical past alongside an understanding of the resources necessary to support our district's mission of *preparing all students to attain their full potential as life-long learners, critical thinkers, and productive citizens of our diverse community and global society.*

Consideration of this historical data represents a critically important element of budgetary development. However, given the combined effort of transitioning from three (3) separate school districts into one (1) the ability to make true line-by-line comparisons is simply not possible in all areas. Within the pages that follow efforts have been made to establish as clearly as possible a budgetary history that puts into context the fiscal reality of the last few years.

This information also seeks to provide a basis upon which we begin to build our budget planning for the next school year. Before we begin to focus on any significant increases that are designed to provide program improvement or enhancement, the budgetary drivers that create the foundation upon which this budget is built must be considered. Such things as insurance costs, Middlesex Retirement, OPEB and the like represent significant commitments that the administration must contend with as we seek to establish our budget. In many respects as significant as maintaining our current human resources, they contribute largely to the foundation of the budget that we must look to establish and support and attention to these fiscal realities must be observed.

ACTON-BOXBOROUGH REGIONAL
SCHOOL DISTRICT

FY16 BUDGET PRESENTATION #1:
SETTING THE STAGE
December 18, 2014

Setting the Stage

- The administration is engaged in the development of the 2015-16 (FY16) operating budget for the full PreK-12 regional district
- This first presentation attempts to set the foundation upon which the FY16 budget request is being built

Enrollment Snapshot:

Highlights:

- Enrollment continues to be a factor to watch closely
- Enrollment is down in both Acton and Boxborough this year following recent trends and projections
- As we look to FY16 we are projecting some minor reductions

	Acton PK-5	Acton K-5	Acton K-12	Boxborough PK-5	Boxborough K-5	Boxborough K-12
2014-15	2352	765	1596	376	150	332
2015-16	2327	754	1569	368	141	304
2016-17	2292	717	1565	338	145	299

Does not include Choice or AB Staff

Enrollment Continued

- Within the FY16 budget the administration has carefully reviewed the data and has made reductions that reflect School Committee class size guidelines
- It is important to keep in mind that these changes, especially at the elementary level, are dispersed across six (6) elementary schools
- As we consider our long-term personnel needs, enrollment as a factor is not the only point to consider – but so too is the intensity of the growing needs of some of our student population.

FY16 Budget Building Assumptions

Excess & Deficiency Funds

- Every regional school district shall maintain an excess and deficiency fund
- A regional school committee may use all or part of the certified balance in the E & D fund as a revenue source for its proposed budget
- If the certified balance exceeds 5% of the proposed budget the Committee must use the amount in excess of the 5% as a revenue source for its proposed budget

FY16 Budget Building Assumptions

E & D continued

FY	ABRSD Budget	E & D	% of Budget
2010	\$36,858,436	\$1,711,823	4.6%
2011	\$38,228,410	\$1,925,118	5.0%
2012	\$38,502,351	\$1,892,727	4.9%
2013	\$39,114,804	\$1,510,041	3.9%
2014	\$41,571,900	\$1,100,000	2.6%
2015	\$76,003,826	\$1,100,000	1.4%

- FY14 is not certified; used \$500,000 for FY15

Current Assumptions for Revenues and other Funding Sources

- Governor's Budget will be released at the end of February
- Assuming Chapter 70 at \$25 per student minimum increase, roughly 1%
- Assuming Regional Transportation aid at FY'15 budgeted levels (consistent with possible 9C cuts)
- Assuming Circuit Breaker at 70%
- Minimize use of E&D – currently recommending \$250K

Budget Drivers

- OPEB
- Middlesex Retirement
- Health Insurance
- Salaries
- Debt Service
- Sped Transportation
- Sped Tuition

Health Insurance

- Current recommendation from the Health Insurance Trust
7% - 8%
- We put 8% for actives and retirees in the preliminary budget, hoping that it will be able to be reduced once the HIT votes actual rates
- The trust will be implementing a new retiree prescription drug plan (EGWP) which should lower rates

Salaries – FY '16

- Teachers' Salaries
1.5% COLA
plus 2.7% Steps/Lanes/Supermax
- Support Staff
Office Support, Custodians, Bus Drivers, Sped Assistants,
Classroom Assistants, Cafeteria, etc.
1.5% COLA
0.5% Steps

Added hours for Thursday afternoons and one extra professional day since these were approved after the FY '15 budget was voted

resubmitted to the retirement system for reconsideration and recalculation. The assessment was actually based upon a lower # of employees for the Region than it should have been, indicating our assessment could rise further if that alone is considered.

- Medicare (22) Increasing 3.5% or \$28,611, consistent with prior year budget assumptions.

OPEB Trust fund contribution (23) increasing \$194,000 or 38.3%

The District began funding this long term obligation in FY13 and has increased its contribution annually. The increase from \$506,000 to \$700,000 reflects a desire to comply with the OPEB working group's lower level of \$1,100,000 combined contribution by the Town of Acton and the District. Administration is committed to this funding this obligation by increasing it incrementally in a sustainable manner.

Instructional Supplies, Textbooks and Library/Media Center Supplies (24.25.26) is increasing \$217,512 or 17.6%

These categories represent \$1,454,220 combined to provide needed educational materials throughout the district. The increase is significantly due to reclassified items which used to be carried in the capital outlay budget lines, in accordance with DESE guidelines based upon unit values and useful lives.

Capital Outlay (27) is declining \$32,170, or 5.8%

This budget appears lower than the prior year due to the reclasses to the budgets discussed above. Included in the preliminary budget is a \$200,000 increase for a proposed facility evaluation study, and it is anticipated that the funds first reallocated to capital in FY15 of \$145,000 (from Utility savings) will be utilized to fund purchases requested in the FY16 budget process and supported by the Administration. These include: Structural Engineering - Conant School- Northeast Corner of Building, Bleachers - Lower Gym, Asbestos Abatement for Classroom Carpets, Cafeteria Tables, and Rug Removal & Replace with Linoleum Tiles.

Debt Service (29) is increasing \$73,009 or 4%

In FY16 the scheduled payments of principal and interest for JHS and SHS debt is nearly flat with FY15, at \$1,802,625. This debt was refinanced in FY14 resulting in significant savings for the District over the remaining term.

Also budgeted here is the District payment on Lower Field bond for \$118,117.50. In FY15, we allocated \$75,000 of this bond payment to the responsibility of Community Ed, on a one time basis, which accounts for the net increase in debt service in FY16.

Property/Casualty Insurance (30) Increasing 7.5% or \$7,445

This account is increasing 4% on FY15 actual, per recommendation of our insurance provider, MIIA. This represents coverage on buildings, and coverage on fleet is carried separately within our Transportation accounts (CC 39). This does not reflect any premium increase that may be required if we request building values be reviewed under the new expanded district.

Maintenance of Buildings & Grounds (31) increasing ^{31.3%} ~~23.1%~~ or \$182,300

Each facility separately accounts for maintenance costs for custodial services, HVAC, building supplies and contract services related to custodial and energy services. The Building and grounds increases of note include \$80,000 to begin addressing security at the district buildings without door access and

E&D for FY15 is expected to be approximately \$1.1M which would represent only 1.4% of our current budget. The administration has grappled with the need to grow this reserve, and the impact of reducing our reliance all in one year.

Revenue offsets on the cherry sheet have traditionally been shown against revenue in the budget, rather than as costs. These include assessments for District students who attend either choice or charter schools, net of facility aid reimbursement for charters, and special education assessment. The net change for all these items is only a slight increase to the assessments of \$7,643. These numbers are based on DESE data posted in December 2014, but enrollments for Choice and Charter are fluid and could result in much different amounts once student placements stabilize next year.

Total Expenditures: FY16 expenditures are rising \$3,742,332 or 4.9%, from \$76,455,123 to \$80,197,455.

A brief description of changes by "character code" rollup follows.

Total Salaries and other compensation (CC 01-14) up \$2,009,172 or 4.1%

- Salaries (01-09) are increasing 4% is for contractual salaries and hourly employees. Additional detail regarding the cost breakdown will be provided in the Budget Saturday backup material and presentation. Collective bargaining agreements are all settled for FY16.
- Stipends, CC 14, reflects an increase of \$50,508 to \$168,283. This is due to a budget transfer of initial FY15 budget funds which moved funds from stipends to contracted training and education (CC 35), and is being restored to its normal amount in the FY16 budget. It is not new spending.

Total Fringe Benefits (CC 15-22) increasing \$1,082,835 or 8.8%

Fringe benefits as a % of total salaries and other compensation is rising from 25.2% in FY15 to 26.3% in FY16. This is due predominantly to rising assessment from Middlesex County retirement (up 17.3%).

- Health Insurance Active and Retiree (16 and 17) – the FY16 budget increases 6.6% or ^{517,904} \$538,052 for Active employees and 2.2% or \$20,148 for Retirees, and reflects an anticipated 8% rate increase on all plans, calculated based upon our current census, adjusted for anticipated retirements and position changes known. The Health Insurance Trust may determine actual rates at the end of January, which may allow an adjustment in this area. The increase appears lower on the Retiree account because the current budget is running favorable.
- Life and Disability (18) – The budget increases \$9,417 or 32.9% as the FY15 budget is inadequate based upon current enrollments.
- Unemployment (19) – the budget is level funded at \$25,000. The district self- insures, and based upon current FY15 activity, this appears to be reasonable but not excessive.
- Workers Compensation (20) - This budget is increasing \$8,966 or 2.6%.
- Middlesex County Retirement System (21) –The FY16 budget is increasing \$303,789 or 17.3%. This is unrelated to the expansion of the Region, as the FY15-budget was revoked in November to reflect the added assessment for FY15 of \$451,297. The district, together with the Town of Acton and the Town of Boxborough, is contesting the new assessments for FY16 as they appear unjustifiably high (22% combined). The current assessments are per a new valuation report with an effective date of 1/1/14, which was to be adjusted to reflect the transfer of employees among the 3 legal entities for the expansion of the region on 7/1/14. A thorough review has been undertaken and data

camera systems, increasing the grounds maintenance budget \$12,000, and increases as recommended by the Director of Facilities for the preventive maintenance and care of the District's eight buildings.

Maintenance of Equipment (32) –level funded

The District budget of \$210,470 has increased \$564 and includes the maintenance of copiers, technology, library and media center equipment, music and office equipment.

Legal Services (34) increasing 16.6% or \$21,350.

The recommended increase for FY16 is to recognize the higher expense trend than actual in FY13, FY14, and continuing in FY15. While each year contained at least one "unique" case, it seems the prudent today to plan accordingly.

Administrative Supplies (35) increasing 3.3% or \$26,810

Professional services are increasing (Audit fee and Munis consultation) \$10,000 due to new personnel training needs and increased audit fee. A greater identification and classification of software license fees and leased equipment has been made resulting in reclassified costs.

Athletic Supplies (36) –level funded at \$53,666

The Athletic Director has level funded his request. Much financing of the athletic program has come from the Athletic fees, but there have been annual deficits.

Custodial Supplies (37) increasing 8.2% or \$12,000

The facility director has recommended increases of \$1,000 per elementary school and \$6,000 at the Junior High School.

Sped Transportation (38) increasing 14% or \$188,236

This increase includes the 4.7% preliminary increase to the CASE transportation assessment and an increase for transportation monitors and contract special transportation for specific students being serviced.

Student Transportation (39) –0% increase at \$938,300

The FY15 budget was revised to reflect the full cost of the new expanded bus leases, lot for parking, and property/liability insurance on the expanded fleet. Fuel is level funded at \$175,000. The minor changes in other accounts were offset by savings in an unnecessary monitor.

Travel, Conferences (40) – 0.8% increase at \$89,186

This category accounts for administrators and schools for tolls, workshops and professional learning. The FY15 budget was revised to reflect increased use of principal budgets reallocated from other line items in this category this allocation is continued in FY16.

Sped Tuition (41) (net of Circuit Breaker funds) –increase 1.1% to \$5,269,951

Tuitions have been projected with the Pupil Services Director based upon current placements and estimates of pending enrollments, where deemed likely for the upcoming school year. Tuitions at CASE collaborative are projected to rise 5%, but are not yet final. Other tuitions are estimated with 3%

increases. The total tuitions increase of \$652,879 to \$7,623,547 is nearly offset by an increase in Circuit Breaker reimbursement of \$596,422, to \$2,353,596. Circuit breaker reimbursement is estimated at 68% reimbursement rate.

Utilities (42) – Declining 5.8% to \$1,630,499

The Director of Facilities has reduced amounts required for electric bills by \$99,973 based upon reduced utilization. All other utility accounts have been level funded.

Telephone (43) – Declining 2.9% to 144,045

Level funded, with exception of reduction due to change in practices at Junior High (use of push to talk).

Sewer (44) –Level Funded at \$287,191

Based upon recent history, no changes anticipated for these accounts.



FY 2016 ASSESSMENT - VERSION 4.0
JANUARY 22, 2015

Total Required Assessments:	
Budget Assessment	
Required Minimum Contribution	\$ 5,646,239
Operating Portion	\$ 3,509,706
Transportation	\$ 1,468,699
LESS: Reg. Trans. Reimb.	\$ (846,202)
Debt and Capital Portion	\$ 1,111,055
Total Budget Assessment	\$ 10,889,497
Special Programs Assessment ¹	\$ 652,830
Total All Assessments	\$ 11,542,327

Town/City	Operating Assessment												Debt and Capital Assessment			Total Budget Assessment	Special Programs Assessment ¹			Total All Assessments	FY15 Assessments	Change - FY16 over FY15
	State Required Minimum Assessment ²				Special Education Assessment		Choice Adjustment	Transportation & Remaining Assessment Per District Agreement				Total Operating Assessment ⁴	Enrollment for Capital Assessment ³	Capital Assessment Share	Total Debt & Capital Assessment		Post-Graduate Assessment		Middle School			
	State Foundation Enrollment ³	MM Foundation Budget @ \$16,924/Student	State-Mandated Municipal Contribution %	ESTIMATED State Required Minimum Assessment ²	Special Ed Students ³	Special Ed Assessment @ \$4,500/Student	Total Grade 9-12 Enrollment ³	Transportation & Remaining Assessment Share	Transportation & Remaining Assessment Share	Total Remaining Operating Assessment	Post-Grad Students ³						Post-Grad Assessment @ \$3,375/Student	Total Middle School Assessment				
Acton	30	\$ 507,720	74.13%	376,349		\$ -	26	6.74%	41,984	\$ 236,712	\$ 655,045	26	6.61%	\$ 73,412	\$ 728,456	4	\$ 13,500	\$ 154,558	\$ 896,514	\$ 760,052	\$ 136,462	
Arlington	152	\$ 2,572,448	78.25%	2,012,994		\$ -	146	37.87%	235,758	\$ 1,329,227	\$ 3,577,979	146	37.10%	\$ 412,234	\$ 3,990,213	6	\$ 20,250	\$ -	\$ 4,010,463	\$ 3,788,615	\$ 221,848	
Belmont	31	\$ 524,644	82.60%	433,362		\$ -	29	7.52%	46,829	\$ 264,025	\$ 744,215	29	7.37%	\$ 81,882	\$ 826,097	2	\$ 6,750	\$ -	\$ 832,847	\$ 751,046	\$ 81,801	
Bolton	10	\$ 169,240	85.98%	145,512		\$ -	10	2.59%	16,148	\$ 91,043	\$ 252,703	10	2.54%	\$ 28,235	\$ 280,938		\$ -	\$ 148,793	\$ 429,731	\$ 385,740	\$ 43,991	
Boxborough	5	\$ 84,620	89.61%	75,824		\$ -	4	1.04%	6,459	\$ 36,417	\$ 118,700	5	1.27%	\$ 14,118	\$ 132,818	1	\$ 3,375	\$ 29,221	\$ 165,414	\$ 147,254	\$ 18,160	
Carlisle	8	\$ 135,392	89.60%	121,317		\$ -	8	2.08%	12,918	\$ 72,834	\$ 207,070	8	2.03%	\$ 22,588	\$ 229,658		\$ -	\$ -	\$ 229,658	\$ 327,521	\$ (97,863)	
Concord	16	\$ 270,784	85.65%	231,928		\$ -	12	3.11%	19,377	\$ 109,252	\$ 360,557	12	3.05%	\$ 33,882	\$ 394,439	4	\$ 13,500	\$ -	\$ 407,939	\$ 191,689	\$ 216,250	
Dover	3	\$ 50,772	89.25%	45,314		\$ -	3	0.78%	4,844	\$ 27,313	\$ 77,471	5	1.27%	\$ 14,118	\$ 91,589		\$ -	\$ -	\$ 91,589	\$ 37,798	\$ 53,791	
Lancaster	32	\$ 541,568	72.64%	393,411		\$ -	32	8.30%	51,673	\$ 291,337	\$ 736,421	32	8.13%	\$ 90,353	\$ 826,774		\$ -	\$ 126,717	\$ 953,491	\$ 699,343	\$ 254,148	
Lexington	43	\$ 727,732	86.66%	630,671		\$ -	41.5	10.77%	67,013	\$ 377,828	\$ 1,075,513	41.5	10.55%	\$ 117,176	\$ 1,192,689	3	\$ 10,125	\$ -	\$ 1,202,814	\$ 1,244,384	\$ (41,570)	
Lincoln	6	\$ 101,544	87.69%	89,046		\$ -	4	1.04%	6,459	\$ 36,417	\$ 131,922	5	1.27%	\$ 14,118	\$ 146,040	2	\$ 6,750	\$ -	\$ 152,790	\$ 138,243	\$ 14,547	
Needham	24	\$ 406,176	84.69%	343,972		\$ -	22	5.71%	35,525	\$ 200,295	\$ 579,792	22	5.59%	\$ 62,117	\$ 641,909	2	\$ 6,750	\$ -	\$ 648,659	\$ 893,211	\$ (244,552)	
Stow	19	\$ 321,556	85.53%	275,019		\$ -	18	4.67%	29,066	\$ 163,877	\$ 467,962	18	4.57%	\$ 50,823	\$ 518,786	1	\$ 3,375	\$ 102,416	\$ 624,577	\$ 657,204	\$ (32,627)	
Sudbury	25	\$ 423,100	86.42%	365,631		\$ -	24	6.23%	38,755	\$ 218,503	\$ 622,889	24	6.10%	\$ 67,764	\$ 690,653	1	\$ 3,375	\$ -	\$ 694,028	\$ 543,451	\$ 150,577	
Wayland	4	\$ 67,696	89.22%	60,395		\$ -	3	0.78%	4,844	\$ 27,313	\$ 92,552	5	1.27%	\$ 14,118	\$ 106,670	1	\$ 3,375	\$ -	\$ 110,045	\$ 203,026	\$ (92,981)	
Weston	3	\$ 50,772	89.60%	45,494		\$ -	3	0.78%	4,844	\$ 27,313	\$ 77,651	5	1.27%	\$ 14,118	\$ 91,769		\$ -	\$ -	\$ 91,769	\$ 110,127	\$ (18,358)	
TOTAL	411	\$ 6,955,764	81.17%	\$ 5,646,239	0	\$ -	385.5	100.00%	\$ 622,497	\$ 3,509,706	\$ 9,778,442	393.5	100.00%	\$ 1,111,055	\$ 10,889,497	27	\$ 91,125	\$ 561,705	\$ 11,542,327	\$ 10,878,704	\$ 663,623	

Footnotes:

- Special Programs Assessment provides funding for the Middle School Program to those communities that offer the program. Also includes 50% tuition costs for Post Graduate in-district students. Allocation of Middle School costs for Acton (83.6%) and Boxborough (16.4%) based on 10/1/14 enrollment at RJ Grey school.
- The State Required Minimum Assessments are based on estimated DESE Ch. 70 funding.
- All student enrollment numbers are based on FY15 enrollments as of October 1, 2014. Per the District Agreement, the minimum enrollment for capital expenses is 5 FTE students.
- The Total Operating Assessment equals the sum of the State Required Minimum assessment, the Transportation assessment, the Choice adjustment, and the remaining allocated assessment per the District Agreement.

January 20, 2015

Presented by:
Kevin F. Mahoney
Assistant Superintendent of Finance



FY16 BUDGET PROPOSAL

School Committee Public Hearing

A REVOLUTION IN LEARNING

Overall – FY16 Budget

Proposed FY16 Budget = \$19,831,003

- Increase in Overall Budget = 0.9%

Assessment Totals will be adjusted to reflect the Governor's budget proposal to be issued in February 2015

FY16 Budget Impacts

- Transition to a 628 student enrollment
- Implement 16 programs under the Educational Program plan
- Upgrade Instructional Equipment
- Implement Ed Tech Plan – Year 3
- Establish OPEB Trust
- Fund Critical Building Repairs



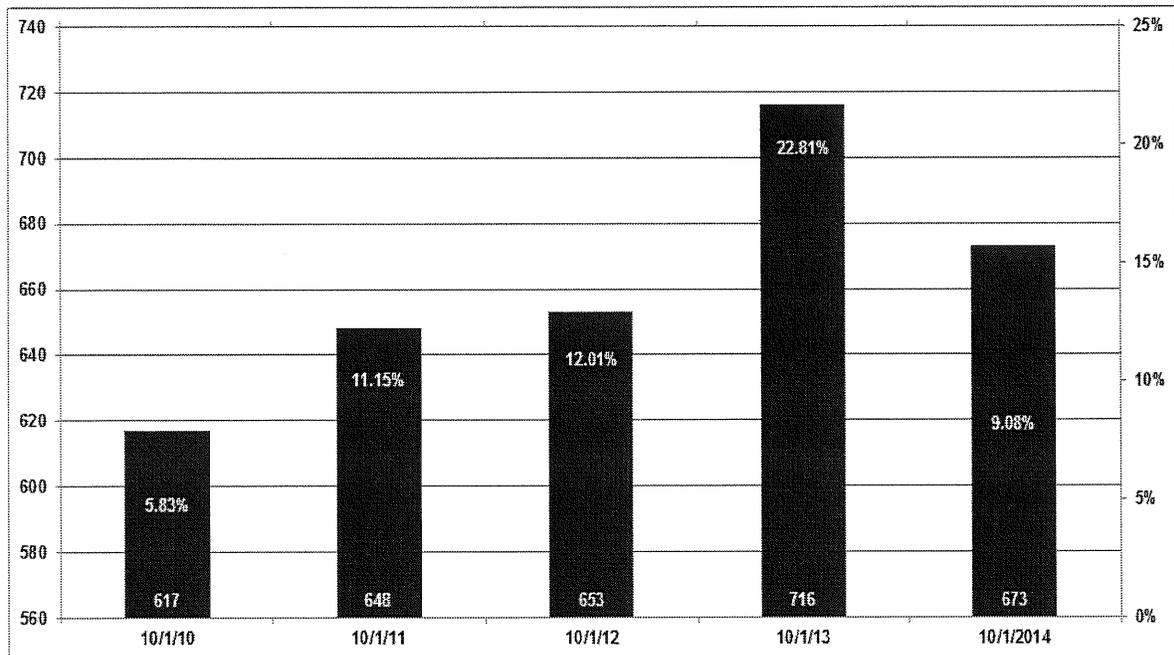
FY17 Budget Goals

- Meet the 628 enrollment target
- Establish 16 Programs
 - Close 2 programs, add 2 programs, and merge 2 programs
- Continue Reduction in overall enrollment
 - Focus on Increasing in-district enrollment
- Proceed with Program Closures

All program changes will have cost implications



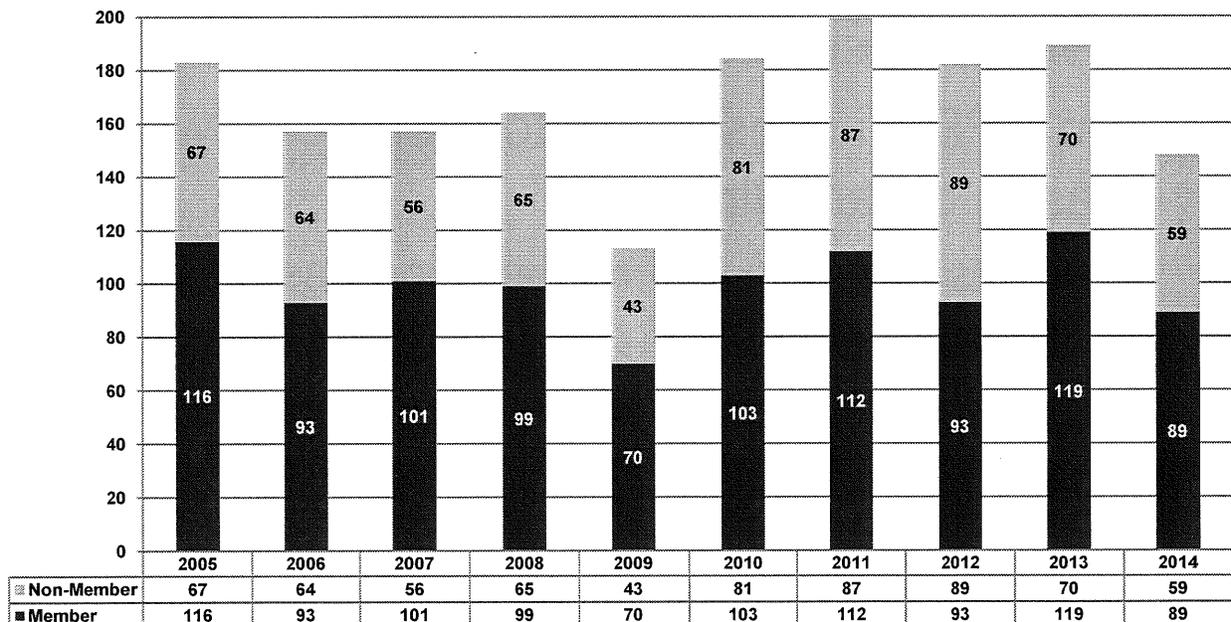
Total Enrollment and % Change Since 2010 for Grades 9-12



MINUTEMAN
A REVOLUTION IN LEARNING

[5]

10 Year Freshman Enrollment



MINUTEMAN
A REVOLUTION IN LEARNING

[6]

Revenue Plan

- Ch. 70 estimated increase of \$10,275
 - Based on \$25/student
- Reg. Transportation Reimb. inc. of \$85,961
 - 60% reimbursement of FY15 proj. expenses
- Decrease In Prior Yr. non-resident tuition (\$547,645)
 - Based on FY15 enrollment reduction
 - FY16 tuition rates are expected to be reduced



Assessments

- Overall Assessment increase = 6%
- No SPED assessment to member towns based on enrollment
 - Costs are included in Operating Assessment Share
 - Non-resident communities pay a per student fee based on prior year actual costs
 - FY15 cost - \$4,500/student
- Change based on DESE directive



Budget Considerations

- Collective Bargaining Agreement
- Health Insurance (7% Increase)
- Capital Needs
 - Building Repairs and Maintenance
 - Equipment
- School Bus Transportation contract
- OPED Funding - \$50,000



New Education Program Plan

Implementation of Education Program Plan

- .25 FTE Advanced Manufacturing Teacher
- .25 FTE Multi-Media Engineering Teacher
- DESE currently reviewing Program Plan
 - Other staffing decisions based on enrollment



Professional Development

Continue Initiatives from FY15

- Research for Better Teaching/Skillful Teacher Coursework
 - Supports the new Educator Evaluation Process
- Professional Development in Technology Utilization
- Strategic Marketing, Recruitment and Retention

Budget Consideration: Students Testing Below Grade Level in Math

YOG*	% At Least One Grade Level Below	Total # Students	Total # SPED	Active SPED %
2015	30%	190	103	54%
2016	37%	185	88	48%
2017	39%	186	93	50%
2018	53%	148	87	59%

* Year of Graduation

Curriculum, Instruction and Assessment

- FY15 - Additional Math Teacher
 - Results in Additional Class Sections and lower teacher-student ratios
 - Class sizes have been reduced approximately 30%
- Reading: 50% of Gr. 9 exceeded 1 qtr. Goals
 - Double what to typically expect
- Add .5 Instructional Technology Specialist
 - Currently .5 FTE
 - Assist in Teaching SPED Students (Integrate technology into daily instruction)



Special Education and Related Services

Continue initiatives funded in FY15:

- Special Education:
 - Hospitalization/Home Tutoring
 - Out Of District Interim Special Education Placement (placements/assessments funded by grants)
 - Summer Student Transition Process and Planning



Budget Considerations: Enrollment & Special Education

Totals & Percentages 2010-2014 for Grades 9-12*

	Oct. 1 2010	Oct. 1 2011	Oct. 1 2012	Oct. 1 2013	Oct. 1 2014
Total Enrollment	617	648	653	716	673
SPED Enrollment	287	304	324	341	335
SPED %	46.6%	47.0%	49.7%	47.7%	49.9%

*Based on October 1 Enrollment. Does not include AM or Post Grad Students.



MINUTEMAN
A REVOLUTION IN LEARNING

[15]

Career and Technical Education

- Reduce 1.5 CTE staff
 - Current FY15 staffing levels
- Transfer 2.5 CTE staff from Perkins grant
 - Use grant to fund instructional equipment
- Instructional Equipment – from Perkins
 - Auto Tech: Trainer/Simulators
 - Engineering: CNC Milling Machine
 - Carpentry: 22" Single Surface Planer
 - TeleComm: Environmental Controls

All equipment can be relocated to a new building



MINUTEMAN
A REVOLUTION IN LEARNING

[16]

Off-site Projects

- Habitat for Humanity – Wayland
 - 4 residential units
 - Electrical, Plumbing and HVAC students
- Renovation – 16 Mill St.
 - Carpentry & Horticultural students
- Joey's Park – Belmont
 - Construction of Steel Structure
 - Welding students



Education Technology – Year 3

Three Priority Areas:

- Redundancy: From the Internet Connection down to the switches
- Standardization: Replace older network components
 - Improve remote access
- Access: Implementation of Office 365
 - Enables learning to be extended beyond the school day



Operations Support

- Bldg. Maintenance Dept. to assume additional functions
 - Snow Removal
 - I/T Network Infrastructure
- Additional 2nd Shift Security
- Reduction of 2.5 FTE positions
 - Additional efficiencies anticipated



FY16 Proposed Budget By State Function Code

ACCOUNT CODE	ACCOUNT DESCRIPTION	FY2014 ACTUAL	FY2015 BUDGET	FY2016 PROPOSED	DIFFERENCE
1000	Administration	\$1,531,716	\$1,821,306	\$1,745,339	(\$75,967)
2000	Student Instructional Services	\$9,092,891	\$9,804,463	\$10,000,498	\$196,035
3000	Student Services	\$2,007,592	\$2,078,210	\$2,124,081	\$45,871
4000	Operation & Maintenance	\$1,844,858	\$1,835,044	\$1,833,095	(\$1,949)
5000	Insurance, Retirement, Leases	\$2,694,529	\$2,961,579	\$2,886,935	(\$74,644)
6000	Community Services	\$100,000	\$100,000	\$100,000	\$0
7000	Asset Acquisition & Improvement	\$772,731	\$550,985	\$590,973	\$39,988
8000	Debt Service	\$433,862	\$463,477	\$520,082	\$56,605
9000	Tuition Payments	\$61,523	\$30,000	\$30,000	\$0
GENERAL FUND		\$18,539,702	\$19,645,064	\$19,831,003	\$185,939



Estimated Revenue Plan

	FY2014 ACTUAL	FY2015 BUDGET	FY2016 PROPOSED	FY15-FY16 DIFFERENCE
Assessments	\$9,891,196	\$10,270,150	\$10,889,497	\$619,347
Chapter 70 Aid	\$2,150,902	\$2,166,677	\$2,176,952	\$10,275
Transportation Reimbursement	\$873,863	\$760,241	\$846,202	\$85,961
Prior Year Tuition	\$5,100,000	\$5,965,997	\$5,418,352	(\$547,645)
Current Year Tuition	\$600,000	\$382,000	\$400,000	\$18,000
Current Year Medicaid	\$28,323	\$0	\$0	\$0
Current Year Interest	\$5,765	\$0	\$0	\$0
E & D Budget Appropriation	\$100,000	\$100,000	\$100,000	\$0
TOTAL	<u>\$18,750,049</u>	<u>\$19,645,065</u>	<u>\$19,831,003</u>	<u>\$185,938</u>

Capital Expenditures

PROJECT	SCOPE OF WORK	ESTIMATED COST
Building and Grounds Repairs/Improvements	Road Repairs to access road /Parking lots	<u>\$276,000</u>
	Building Repairs as Necessary	
	TOTAL - Building and Grounds Repairs/Improvements	
Building Maintenance	Rehab Fire Alarm Equipment	\$22,000
	Replacement 2 sets of interior doors	\$16,000
	Replace Bldg Emergency Generator	\$14,500
	Replace Flooring -3N50 Hallway	<u>\$10,000</u>
TOTAL - Building Maintenance		\$62,500
Vehicles	15 Passenger Van (used)	\$20,970
	Trailer	\$7,000
	John Deere Tractor	<u>\$39,503</u>
TOTAL - Vehicles		\$67,473
Stabilization Fund	Annual Funding - Stabilization Fund	<u>\$100,000</u>
	TOTAL - Stabilization Fund	
TOTAL - Capital Repairs/Improvements		<u>\$505,973</u>



MINUTEMAN
A REVOLUTION IN LEARNING

Discussion

FY16 BUDGET PROPOSAL

A REVOLUTION IN LEARNING

Comparison of Assessments for Next 3 Years Assuming 4 Pupil Enrollment

Revised Agreement	(182,034 + 163,905 + 155,566) = 501,505	or \$41,792 per student
Current Agreement	(96,628 + 117,348 + 115,762) = 329,738	or \$27,478 per student
Difference	171,767	\$14,314

Minuteman Regional School District													
Boxborough													
<u>Current Agreement</u>			<u>Revised Agreement compared to Current Agreement</u>										
Per Pupil Cost:	FY15		FY15		FY16 Projected		FY16 Projected		FY17 Projected				
			Minuteman		Minuteman		Minuteman		Minuteman				
			High School Students Only		Revised		Current		Revised		Current		
October 1, 2013 enrollment		5.0	Enrollment - Operational Assessment		7.0	5.0	5.0	5.0	4.3	4.0			
SPED Students enrolled	0.0		Enrollment - Capital Assessment		7.0	5.0	5.0	5.0	5.0	5.0			
Minimum Required Contribution		74,696	Minimum Required Contribution		74,696		75,824						
LESS: Min. Req. Cont. - PG students	1	(14,939)	LESS: Min. Req. Cont. - PG students		1	(14,939)	1	(15,470)					
Min. Req. Contribution - HS students only		59,757	FY15 - Min. Req. Cont. - HS students		4	59,757	4	60,354	4	60,958	60,958		
Operating Assessment		18,646	FY15 - Operating Assessment		1.84%	51,386	1.84%	18,646	1.30%	45,789	1.09%	38,530	34,967
Transportation		5,958	Transportation		1.84%	11,159	1.84%	5,958 (3)	1.30%	8,121	1.09%	6,459	6,202
SPED Assessment		-	SPED Differential (1)										
Debt		12,267	Capital Assessment (Per model)			59,732	12,267	49,640	14,118	49,244	13,635		
Min. Cont. + Remaining Operating		96,628	TOTAL			182,034	96,628	163,905	117,348	155,566	115,762		
# of High School students		4	# of High School students		4	4	4	4	4	4	4		
Cost per Student		24,157	Per Pupil Cost - Actual Enrollment		45,509	24,157	40,976	29,337	38,892	28,941			
(1) Effective FY16 Assessment formula, SPED services will no longer be assessed on a per student basis. In-District SPED costs will be included as part of the Operating Assessment.													
(2) Capital Assessment based on preliminary total project cost estimate of \$125 Million with a 40% reimbursement rate from MSBA. Included in 'Revised' column only.													
Assumptions: Increase In-district enrollment 5% in FY17 Decrease Out-of-District enrollment by 10% in FY17 Increase in FY17 Assessments by 1% Increase Combined Effort by 1% in both FY16 and FY17													

Minuteman Regional School District									
Boxborough									
Current Agreement			Revised Agreement compared to Current Agreement						
Per Pupil Cost:	FY15	High School Students Only	FY15		FY16 Projected		FY17 Projected		
			Revised	Current	Revised	Current	Revised	Current	
October 1, 2013 enrollment	5.0	Enrollment - Operational Assessment	7.0	5.0	5.0	5.0	4.3	4.0	
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Please respond to Quincy

January 26, 2015

Dr. Edward Bouquillon
Superintendent-Director
Minuteman Regional Vocational School District
758 Marrett Road
Lexington, MA 02421

Re: Process for Withdrawal under the current Regional Agreement

Dear Dr. Bouquillon:

As we well know, the Minuteman Regional School Committee has submitted to the towns which currently are members of the Minuteman Regional School District (hereinafter "the District") a proposed Amended Regional Agreement (hereinafter the "Amended Agreement"). It is my understanding that the Town Meetings in ten (10) of the current member communities have voted to approve the Amended Agreement, and six (6) have not yet approved it. Because there appears to be some confusion on the part of local officials in some of the remaining six towns concerning the process by means of which a member community would be able to withdraw from the District under the current Regional Agreement, you have asked that I give an overview of that process, as well as the likely time lines for that process.

In regard to this question, there are two things that are controlling. The first is "Section IX Withdrawal" of the current Regional Agreement, which I have appended to this letter as Attachment A, and the second thing that must be factored in are regulations that have been promulgated by the Department of Elementary and Secondary Education (hereinafter "DESE"), appearing at 603 CMR 41.00 et seq., portions of which I will cite in the body of this letter.

MURPHY, HESSE, TOOMEY & LEHANE, LLP
Attorneys At Law

Dr. Edward Bouquillon
Superintendent-Director
January 26, 2015
Page 2

Under the terms of Section IX of the current Regional Agreement, the first step in the withdrawal process appears in the second sentence of subsection (A), and reads as follows: "Any member town seeking to withdraw shall by vote at an annual or special town meeting, request the committee to draw up an amendment to this agreement setting forth the terms by which such town may withdraw from the District..."¹ The term "committee" that appears in this sentence, and throughout the Regional Agreement, means the Regional District School Committee.

The second step in the process, which appears in the first sentence of subsection (B), calls for the clerk of the town seeking to withdraw to "...notify the Committee in writing that such town has voted to request the Committee to draw up an amendment to the agreement..." What makes this requirement somewhat ambiguous, however, is the parenthetical that appears at the end of this sentence that reads, "...(enclosing a certified copy of such amendment)..." (I have added the underlining for emphasis). The ambiguity arises from the fact that, based on the language of subsection (A), it is the District School Committee's job, and not the withdrawing town's job, to draft an amendment to the Agreement "setting forth the terms by which such town may withdraw from the District." The more likely the intention of the drafters of this language is that the town clerk would enclose a certified copy of the town meeting vote.

In any event, once the amendment has been drafted by the Committee, the second sentence of subsection (B) requires that the amendment be submitted to the Board of Selectmen in each member town (which presumably includes the Selectmen in the town which is seeking to withdraw). Upon receiving the amendment from the Committee, the second sentence of subsection (B) requires the following: "The selectmen of each member town shall include in the warrant for the next annual or special town meeting called for the purpose an article stating the amendment or the substance thereof." As noted earlier, this submission to town meetings presumably would include a submission to the town meeting in the town seeking to withdraw, because the earlier vote taken by this town would simply have been a vote to request that the Committee draft an amendment to the Regional Agreement setting forth the terms for the withdrawal, and was not, therefore, a vote on the amendment itself. The third sentence of subsection (B) then states: "Such amendment shall take effect upon its acceptance by all of the member towns acceptance by each town to be by a majority vote at a town meeting as aforesaid."

¹ It should be noted that the operative vote to be taken by the town seeking to withdraw would be a vote requesting that the District School Committee "...draw up an amendment to this agreement setting forth the terms under which such town may withdraw from the District..." The town conceivably could also take a vote to withdraw from the District, but such a vote would be irrelevant to the required withdrawal process and would not in any way accelerate the process.

MURPHY, HESSE, TOOMEY & LEHANE, LLP
Attorneys At Law

Dr. Edward Bouquillon
Superintendent-Director
January 26, 2015
Page 3

Despite this language of the third sentence of subsection (B) regarding when it is that the amendment would take effect, there is something else that needs to be taken into account, and that is the regulatory language appearing in 603 CMR 41.00 *et seq.* Under 603 CMR 41.03 (4), any amendment to a regional agreement needs to be approved by the Commissioner of Education, and this includes an amendment allowing a community to withdraw from a District. Additionally, 603 CMR 41.03 (2) allows admittance to or a withdrawal from a District to become effective only as of July 1 of a fiscal year, and this regulation requires that, "...all requisite approvals for such admission or withdrawal, including the Commissioner's approval, shall be obtained no later than the preceding December 31st."

In terms of a timetable, therefore, the fastest that the above process could realistically play out would be as follows. A member town at an upcoming 2015 spring town meeting could vote to request the Regional School Committee to draft an amendment setting out the terms for withdrawal. The process for the Committee to agree on the wording and content of an amendment will take some time. Once the draft of an amendment is approved by the Committee, it would then be submitted to the Selectmen in all sixteen towns. It is conceivable that some towns may act on the amendment at special town meetings in the fall of 2015, but it is likely that some may not act on it until their annual town meetings in the spring of 2016. If such were the case, and even if we were to assume that all sixteen town meetings were to approve the amendment by the spring of 2016, and even if we further assume that the Commissioner will then similarly approve it, the December 31 deadline that appears in 603 CMR 41.03 (2) means that the earliest that the withdrawal of the community could take effect would be July 1, 2017. Additionally, to note the obvious, this entire process would be stymied if even one town were to decline to approve the amendment setting forth the terms of the withdrawal.

During the above process the town in question would remain a member of the District, and, consistent with the language in Section IX, subsection (A), "...shall remain liable to the District for its share of the indebtedness of the District outstanding at the time of such withdrawal, and for interest thereon, to the same extent and in the same manner as though the town had not withdrawn from the District."² Because the town in question would remain a member of the District during this entire process, the town would not, under the terms of G.L. chapter 74, and the guidelines from DESE, be free to send its resident students to other regional vocational

² This responsibility for debt could be a very real burden for the withdrawing town into the future if the District were to gain approval for the incurring of debt for a new school via G.L. Chapter 71, section 16 (n), which involves a district-wide ballot question. Such an approval process could well go forward despite the protestations of an individual community, such as a community seeking to withdraw. Even if that community were allowed to withdraw, under the terms of the current agreement they would continue to share a portion of the indebtedness.

MURPHY, HESSE, TOOMEY & LEHANE, LLP
Attorneys At Law

Dr. Edward Bouquillon
Superintendent-Director
January 26, 2015
Page 4

school districts, and they would not realistically be able to become members of other regional vocational school districts.

The above elements in the current Regional Agreement clearly make it extremely difficult for a member community to withdraw from the District. Thus, one of the goals for the proponents of the proposed Amended Agreement has been to create a "clear path" for withdrawal for communities that want to leave the District. Under the language of Section IX of the proposed Amended Agreement, the withdrawal by a member community need only be approved by a majority of the other member communities (as compared to all of the member communities under the current Agreement) and, very importantly, under the Amended Agreement a failure of the legislative body of a member community to vote disapproval of a requested withdrawal written sixty (60) days would constitute approval of the withdrawal. Moreover, under the Amended Agreement a withdrawing community will have no responsibility for a share of debt that is incurred after the member has given a notice of withdrawal.

Thus, if the Amended Agreement is approved by the remaining six communities, the town meeting of any member community could vote to withdraw from the District.³ So long as the vote at that town meeting was by a two-thirds margin, and so long as the notification process in subsection (A) of Section IX is followed, the withdrawal will go forward to the Commissioner as long as it is approved by a majority of the other members, and a failure to disapprove within 60 days will constitute approval by a member. This is a much clearer path for withdrawal than exists under the current Agreement.

Please contact me should you desire additional reactions or comment.

Very truly yours,



Edward F. Lenox, Jr.

EFL/sjb
833038v1

³ Such a vote to withdraw could even be taken at the very same town meeting at which the Amended Agreement is approved. Such a combination of actions has already occurred in one of the member towns.

SECTION VIII ADMISSION OF NEW TOWNS

By an amendment of this Agreement adopted under and in accordance with Section VII above, any other town or towns may be admitted to the regional school district. The effective date for the admission of each such new member town shall be the July 1 following the adoption by the District of such an amendment and the acceptance by the town of this Agreement as so amended. Such admission also shall be subject to compliance with such provisions of law as may be applicable and such terms as may be set forth in such amendment.

(Amendment #2-2/20/79)

SECTION IX WITHDRAWAL

(A) Limitations

The withdrawal of a member town from the District may be effected by an amendment to this agreement in the manner hereinafter provided by this section. Any member town seeking to withdraw shall by vote at an annual or special town meeting, request the committee to draw up an amendment to this agreement setting forth the terms by which such town may withdraw from the District, provided that the said town shall remain liable to the District for its share of the indebtedness of the District outstanding at the time of such withdrawal, and for interest thereon, to the same extent and in the same manner as though the town had not withdrawn from the District.

(B) Procedure

The clerk of the town seeking to withdraw shall notify the Committee in writing that such town has voted to request the Committee to draw up an amendment to the agreement (enclosing a certified copy of such amendment). The selectmen of each member town shall include in the warrant for the next annual or a special town meeting called for the purpose an article stating the amendment or the substance thereof. Such amendment shall take effect upon its acceptance by all of the member towns acceptance by each town to be by a majority vote at a town meeting as aforesaid.

(C) Cessation of Terms of Office of Withdrawing Town's Members

Upon the effective date of withdrawal the terms of office of the member serving on the regional district school committee from the withdrawing town shall terminate and the total membership of the Committee shall be decreased accordingly.

(D) Apportionment of Capital Costs after Withdrawal

The withdrawing town's annual share of any future installment of principal and interest on obligations outstanding on the effective date of its withdrawal shall be not less than the average of such town's annual capital cost apportionment percentages for the three years next preceding the year in which its withdrawal becomes effective, or, in case such withdrawal becomes effective, the withdrawing town's annual share of such future installments of principal and interest shall be not less than the average of such town's annual capital cost apportionment percentage for such of the year or years preceding the year in which its withdrawal becomes effective for which an apportionment of capital costs shall have been made. The remainder of any such installment after subtracting the share of any town or towns which have withdrawn shall be apportioned to the remaining member town or towns in the manner provided in sub-section IV(D) or as may be otherwise provided in the amendment providing for such withdrawal.

SECTION X TUITION STUDENTS

The Committee may accept for enrollment in the regional district school pupils from towns other than member towns on a tuition basis. Income received by the District from tuition pupils and not previously deducted from operating costs shall be deducted from the total operating costs in the next annual budget to be prepared after the receipt thereof, prior to apportionment under subsection FV(E) to the member towns.

SECTION XI FISCAL YEAR

Except as may otherwise be provided by law, the fiscal year of the district shall be the same as the fiscal period of the member towns and the work year or fiscal year as it relates in this agreement to a fiscal or budget period shall mean the fiscal year of the District.

If the fiscal year of the District shall be other than the calendar year, the dates on or before which the respective percentages of the annual share of each member town shall be paid as provided in

**Decisions for Boxborough
January 14, 2015**

1. Should Boxborough ratify the revised Minuteman Regional Agreement?
 2. If the Revised Agreement is ratified, should Boxborough withdraw from the district?
-

Probable Outcomes:

A. If the Revised Agreement is Ratified

Option #A1: Boxborough Stays in the District

- Students from Boxborough continue to be treated equally with their peers from other member communities.
- Boxborough maintains a voice at the table to make policy decisions involving the future of education in the district.
- Boxborough is guaranteed access to career and technical education as an option for its high school age population.
- Boxborough and its residents, both young and old, continue to enjoy access to a wide range of educational programs and opportunities offered by Minuteman.
- Boxborough continues to support a viable educational option for the region.
- Boxborough continues to participate in project planning, district governance, and bonding decisions.
- Boxborough has guaranteed equal enrollment access with other district members.

Option #A2. Boxborough Leaves the District

- Boxborough loses all “say” over the future of career and technical education in the region.
- Boxborough ends a decades-long relationship with its regional vocational technical high school.
- Boxborough has no further role or responsibility for governance, capital planning, and bonding. The capital costs are those incurred after the vote to depart the region. Previous approved capital costs remain the town’s liability.
- Boxborough will need to make plans to provide vocational education options for Boxborough students who desire this form of education under the terms of Massachusetts General Laws Chapter 74.
- Students from Boxborough lose all access to the Minuteman in the Morning Program, a half-day program which enables high school students to earn a diploma at their

traditional high school at the same time they earn a vocational certificate from Minuteman.

- Boxborough loses any voice in the direction of the Minuteman Technology Outreach Program currently operating in Acton-Boxborough Regional School.
- Young women from Boxborough interested in pursuing careers in science, technology, engineering and math lose an opportunity to enroll, tuition free, in the Minuteman Women in STEM Initiative.
- Adults from Boxborough lose a 50% tuition discount when enrolling in Minuteman's post-graduate educational programs. Instead, adults from Boxborough would need to pay full tuition.
- Boxborough loses opportunities for Minuteman faculty and students to undertake municipal renovation and community service projects within the town.
- Qualified students from Boxborough could attend Minuteman on a space-available basis under the terms of an agreement between the Acton-Boxborough School Committee and the Minuteman School Committee. The cost will include state-mandated tuition *plus* a per-pupil share of capital costs, *plus* transportation, *plus* special education services required.
- Access to Minuteman programs by Boxborough students could be denied if Minuteman is at full enrollment and/or if the desired career & technical program is full with in-District students.
- Many towns have voted not to block an existing member town from leaving the District if the town elects to do so after the revised District Agreement is approved.

B. If the Revised Agreement is Not Ratified

- There is an increased likelihood that the Minuteman building project will fail, and that the district will lose an opportunity to secure at least a 40% state reimbursement.
- Boxborough will probably have no workable option to withdraw from the district. Without a change in the District Agreement, the town will need to secure approval from all 16 current members.
- Boxborough will continue to be responsible for governance and costs, including capital costs – with or without financial help from the state. District members will be responsible for maintaining Minuteman's buildings and campus. This means maintaining the existing facility and campus to meet student and staff safety requirements, town and state Code Requirements, and approved Educational Plan facilities upgrades. Capital costs will be included in Operation costs as they are now.

Selina Shaw

From: Simon C. Bunyard <Simon@SimonBunyard.com>
Sent: Wednesday, January 28, 2015 1:23 PM
To: 'Board of Selectmen'; 'Simon Bunyard'; bbieber@abschools.org; jgorman@tritonsystems.com; 'Dilip Subramanyam'; 'John Fallon'; 'Les Fox'; fincom@town.boxborough.ma.us; 'Neal Hesler'; Jim.ham@infi.com; 'Kathleen Neville'; mneyland@abschools.org; 'Selina Shaw'; tbbieber@verizon.net; tkail@sightlines.com; john.rosamond@verizon.net; eve_li@yahoo.com; mbrolin@abschools.org; kneville@abschools.org; gbrand@abschools.org; mstrapko@cwmars.org; 'jennifer campbell'; Kathy_luce@hotmail.com; bookmom22@yahoo.com; rmcneece@rcn.com; jbarrett@boxborough-ma.gov; 'Steven Ballard'; 'Susan Bak'; bstemple@verizon.net; mccullough.megan@verizon.net; bpetr@abschools.org; Cheryl Mahoney - private; Cheryl.Mahoney@town.boxborough.ma.us
Subject: Rational for Approving the Amended Minuteman District Agreement
Attachments: 1 FINAL CF Summary of Changes 3 11 14 ref BD.PDF; DistrictAgreement 10-7-83.pdf; Dr. E. Bouquillon LTR Re Process for Withdrawal under the current Regio....pdf; Minuteman Amended Agreement 3_11_14 ALL CHANGES_Color.pdf; Sudbury Report of the Vocational Education Options Committee.pdf

Hi Vince and the BoS,

I understand you will be updating the BLF regarding Minuteman High School tonight and then the BoS on Monday. I am not able to make either meeting, but wanted to share some more info with you to be sure you have the specifics on this. It's probably unnecessary, but this is an important issue so I wanted to be sure.

As I stated in my earlier email, it seems to me that if Boxborough wants to withdraw from the district (a move I disagree with, but more on that later) the only practical way is under the new amended agreement.

The language that governs withdrawal from the district is this:

In the current agreement (excerpted from attached 'DistrictAgreement 10-7-83.pdf'):

SECTION IX WITHDRAWAL

(A) Limitations

The withdrawal of a member town from the District may be effected by an amendment to this agreement in the manner hereinafter provided by this section. Any member town seeking to withdraw shall by vote at an annual or special town meeting, request the committee to draw up an amendment to this agreement setting forth the terms by which such town may withdraw from the District, provided that the said town shall remain liable to the District for its share of the indebtedness of the District outstanding at the time of such withdrawal, and for interest thereon, to the same extent and in the same manner as though the town had not withdrawn from the District.

(B) Procedure

The clerk of the town seeking to withdraw shall notify the Committee in writing that such town has voted to request the Committee to draw up an amendment to the agreement (enclosing a certified copy of such amendment). The selectmen of each member town shall include in the warrant for the next annual or a special town meeting called for the purpose an article stating the amendment or the substance thereof. Such amendment shall take effect upon its **acceptance by all of the member towns** acceptance by each town to be by a majority vote at a town meeting as aforesaid.

In the proposed amended agreement (excerpted from attached 'Minuteman Amended Agreement 3_11_14 ALL CHANGES_Color.pdf'):

SECTION IX WITHDRAWAL

(A) Procedure

The withdrawal of a community will be **allowed only if it is approved by a majority of the other member communities**. A failure of the legislative body of a member community to vote disapproval of a requested withdrawal within sixty (60) days of the notice of withdrawal being submitted to the Regional School Committee will constitute approval.

Among the attachments is a legal opinion from counsel to the School Committee describing the process of withdrawing from the district today under the current agreement, in case there is any confusion on how to read the language. The attached 'Summary of Changes' also spells all this out pretty concisely.

In short, it seems that withdrawing from the district would seem much easier with the majority vote required under the amended agreement than the unanimous consent required under the current agreement. And, as I explained earlier, for me, **the biggest concern is that the MSBA most likely will kill the building project if the amended agreement is not approved**. It seems counter to Boxborough's interests to not approve the amended agreement if it really does want to withdraw from the district, and it seems fatal for the school if it doesn't approve it.

Now, here are my thoughts on Boxborough staying in the district. This community and the economy needs more graduates with this kind of education, and we should be encouraging more students to take advantage of it. It should be seen as a clear option for all students. This is where the growth in jobs will be. The deplorable conditions at the school are not a reason to back away from it. They are just evidence that it's time to pay the Piper for neglecting it for so long and why we need a new agreement to make decision making on big capital expenditures more rational. We have to make a big investment in the school if we are to fulfill our obligation to create educational opportunities for ALL the students in this community. We should be supporting it, not backing away from it. We did for A-B, now it is Minuteman's turn. It really just comes down to how serious we are about vocational education. If we are serious, we should be committing to the district and giving our support to it

I have also attached a very enlightening report prepared for Sudbury on the need for and viability of vocational education options. It would be nice to see Boxborough take such a thorough review. In the absence of our own, Sudbury's has some strong messages that are nonetheless very applicable to us.

Just one man's opinion.

Thanks for hearing me out.

Simon

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