

SC Assignments and Subcommittees

Subcommittees of the School Committee

The School Committee has established a series of subcommittees relating to matters of governance to the school district. These committees meet to develop and make recommendations back to the full school school committee within their areas of purview.

Subcommittee	Description	Chair/ Liaison/ Members
Budget Subcommittee (Monday 2:30 before SC mtg)	The Budget Subcommittee is a standing subcommittee of the school committee. The subcommittee meets bi-weekly during the school year and provides oversight of financial matters of the school district and works with the Superintendent of School to provide guidance in the development of the annual budget proposal. While the budget subcommittee provides guidance in the development of the budget, official authority for the adoption of the budget rests with the full school committee. members of this committee serve as members of the Warrant Signature subcommittee.	Chair: Rebeccah Wilson Liaison: Sheri Matthews Adam Klein Andrew Schwartz Tori Campbell
Policy Subcommittee (Tues w/out SC mtg)	The Policy Subcommittee is a standing subcommittee of the school committee. The subcommittee meets bi-weekly during the school year and works to develop policies related to the governance of the school district. The subcommittee regularly reviews and revises existing policies and develops new policies. While policy subcommittee makes recommendations regarding policy to the full school committee, authority for adoption of policy rests with the full school committee.	Chair: Liz Fowlks Liaison: Andrew Shen Leela Ramachandran Ginny Kremer Lakshmi Kaja
Warrant Signature Subcommittee	MGL 71:16A allows regional school committees to establish a subcommittee of not less than three members to sign payroll and accounts payable warrants. This group doesn't meet in person. They are responsible for reviewing and approving warrants for payment in a timely manner. This is typically done over e-mail.	Budget Sub Members Liaison: Sheri Matthews

<p>Capital Improvement Subcommittee</p>	<p>The Capital Improvement Subcommittee is a standing subcommittee of the school committee. The subcommittee is composed of members of the school committee, district administration, and members of each town's finance committee. The subcommittee meets approximately four to five times each year. The subcommittee provides guidance around the prioritization of capital improvements included in the district's annual budget.</p>	<p>Chair: Ben Bloomenthal Liaison: Sheri Matthews Vikram Parik Yanxin Schmidt Liz Fowlks</p>
<p>School Building Committee (First Wed of each month 7:00-8:30 pm)</p>	<p>The School Building Committee was established to oversee the Douglas-Gates-Huebner building project. The committee is required in order to receive MSBA funding. The School Building Committee will continue to meet until the final project audit is submitted to MSBA.</p>	<p>Chair: Mary Brolin Liaison: Peter Light Adam Klein</p>
<p>School Resource Officer Subcommittee (Tues 6:00-7:30 pm/ monthly)</p>	<p>The SRO Subcommittee is an ad-hoc subcommittee established to study and make recommendations about the future of the School Resource Officer (SRO) program. The subcommittee is composed of school committee members, parents, students and school staff and administration.</p>	<p>Chair: Rebeccah Wilson Liaison: Peter Light Leela Ramachandran Lakshmi Kaja</p>

Liaison Responsibilities of the School Committee

School Committee members are often asked to serve as liaisons to boards and committees throughout the two communities. Members may have voting rights or serve as liaisons for communication purposes.

<p>Acton Leadership Group (ALG)</p> <p>(Thurs 12:00/ monthly)</p>	<p>The Acton Leadership Group is a joint advisory board composed of members of the Acton Selectboard, Finance Committee and School Committee and meets monthly during the school year. ALG seeks to develop consensus among the various boards around short and longer-term financial matters as they impact the Town of Acton. Two Acton School Committee Members serve on ALG.</p>	<p>Liaison: Rebecca Wilson Liaison: Tori Campbell</p>
<p>Acton Select Board Liaison</p>	<p>The Acton Select Board liaison attends Select Board meetings in order to facilitate the exchange of relevant information between the school committee and Acton Select Board. The liaison provides periodic updates to the school committee during meetings on topics of interest.</p>	<p>Ben Bloomenthal</p>
<p>Acton Finance Committee Liaison</p>	<p>The Acton Finance Committee liaison attends Finance Committee meetings in order to facilitate the exchange of relevant information between the school committee and Finance Committee. The liaison provides periodic updates to the school committee during meetings on topics of interest.</p>	<p>Yanxin Schmidt</p>
<p>Boxborough Leadership Forum (BLF)</p>	<p>The Boxborough Leadership forum is a joint board of the Boxborough Selectboard, Finance Committee and School Committee representatives. BLF meets monthly to share information across the three entities. All Boxborough elected school committee members are considered members of BLF.</p>	<p>All Boxborough Members</p>
<p>Boxborough Select Board Liaison</p>	<p>The Boxborough Select Board liaison attends Select Board meetings in order to facilitate the exchange of relevant information between the school committee and Boxborough Select Board. The liaison provides periodic updates to the school committee during meetings on topics of interest.</p>	<p>Liaison: Liz Fowlks Lakshmi Kaja</p>
<p>Boxborough Finance Committee Liaison</p>	<p>The Boxborough Finance Committee liaison attends Finance Committee meetings in order to facilitate the exchange of relevant information between the school committee and Finance Committee. The liaison provides periodic updates to the school committee during meetings on topics of interest.</p>	<p>Adam Klein</p>
<p>The Acton Health</p>	<p>HIT allows Acton to self-insure and offer health insurance to its current and retired employees including employees of the Acton- Boxborough Regional School District. One school committee member serves as a voting member of the OPEB Trust.</p>	<p>Liaison: Andrew Schwartz Alternate member: Yanxin Schmidt</p>

Insurance Trust (HIT) (Thurs 8:15-9:45 am/ monthly)	The school committee member is a voting member of this committee.	
Legislative Liaison	The legislative liaisons are responsible for outreach to the district's elected representatives in both state and federal government around areas in need of advocacy. The liaison provides periodic updates to the school committee during meetings on topics of interest.	Leela Ramachandran Ginny Kremer
OPEB Trust	The district pays into an Other Post Employment Benefits (OPEB) Trust, the funding source for future retiree benefits. The school committee chair serves as a voting member of the OPEB Trust.	Member: SC Chair
Special Education Parent Advisory Council	The Acton-Boxborough Special Education Parent Advisory Council(SEPAC) advocates and advises the district on matters as they pertain to special education students. One school committee member serves as a non-voting liaison to the SEPAC.	Vikram Parik
Joint Parent Teacher Student Organization (JPTSO) (Mon/ monthly)	The JPTSO is a collaboration among each of the PTO Chairs at the various schools. The group meets monthly to discuss activities related to each of the PTOs and to share best practices with each other. One or two school committee members serve as liaisons to the JPTSO.	Lakshmi Kaja
Danny's Place Youth Services	Danny's Place Youth Services is a community organization working to empower youth through life and leadership skills. A School Committee member may serve on the organization's Advisory Board.	Leela Ramachandran Vikram Parik

