



To: The Berlin-Boylston Regional School Committee

From: Carol L. Costello, Superintendent of Schools

Date: January 9, 2024

Re: Superintendent's Report to the School Committee

Draft Letter to Berlin Finance Committee re: budget

Please refer to the letter contained in this folder dated January 9, 2024 and addressed to the Berlin Finance Committee for review. This letter is in response to a request by the Finance Committee and Select Board to gain access to the preliminary level service budget. I would like your support in sending this to the town.

Assabet Valley Collaborative FY23 Audit Report

The Assabet Valley Collaborative (AVC) is an educational service agency in Metrowest/Central Massachusetts. Their services include school programs, wraparound services, transportation services, professional development, cooperative purchasing and consulting. Berlin-Boylston is among sixteen member school districts who participate in, and who benefit from the services provided on behalf of our students and staff.

Board members, composed of district superintendents who participate in membership with the Assabet Valley Collaborative and who, by default, serve as board members, are required to share this audit report annually with school committees.

In the documents accompanying this report, you will find the following information:

- An FY23 audit cover letter by the Assabet Valley Collaborative Executive Director Cathy Cummins, summarizing the highlights of the audit. No major findings were identified.
- The FY23 AVC Audit Report in its entirety.
- A letter from the agency, Fritz Deguglielmo, LLC, who performed the audit.

No further action by the School Committee is required. (Please see accompanying audit report).

Community Dates Set by the Superintendent

The following dates/locations are being provided by the Superintendent of Schools to the School Committee for community coffee chats. Please join me at any of these events:

January	1/3/24	19 Carter	10:00 AM	19 Carter Coffee Hour
January	1/30/24	BES	9:00 - 10:30	School Library
February	2/1/24	BMS	9:00-10:30	School Library
February	2/6/2024	TAH	9:00 -10:30	Multipurpose Room
February	2/8/24	Berlin Library	2:00-3:30	Coffee Chat - Town Library
February	2/13/24	TAH	5:00-6:30	Multipurpose Room
February	2/29/24	Boylston Library	2:30-4:00	Town Library

Superintendent Memo to the Berlin-Boylston Regional School Committee

Please see the memo from the Superintendent of Schools to the Berlin-Boylston Regional School Committee re: Policy KF - COMMUNITY USE OF SCHOOL FACILITIES -BERLIN-BOYLSTON REGIONAL SCHOOL DISTRICT

Superintendent Introduction of Berlin Lease Agreement

Included in my report folder is both the redline and clean revised draft versions of the Town of Berlin Lease Agreement. The initial draft of this document was sent to us by the Town shortly before the holiday break. It was then vetted by our attorney's firm, specifically under the real estate division, and returned to us early last week.

At this time, the School Committee Chair and I would like to return the revised lease agreement to the Town of Berlin for review. Based on their response, we will continue to pursue a final document that is acceptable to both parties.

Your vote this evening will ensure that the Berlin-Boylston School Committee is comfortable returning this document as is, and/or raises any questions or concerns that may prevent us from doing so. An additional option would be to move the draft agreement forward with those questions/concerns attached or brought forward to our attorney for clarification prior to doing so.