

ALG Charter and Ground Rules (Revised 6.12)

The Acton Leadership Group is made up of two members each from the Acton Board of Selectmen, Finance Committee, and School Committees, as well as the Town Manager, *and designated staff*, Superintendent of Schools *and designated staff*. The primary goal of the Acton Leadership Group is to reach consensus on a multi-year financial plan for the Town of Acton to recommend to their respective boards. A secondary goal is to enhance communication and cooperation between the boards. Members provide two-way communications between their board and the ALG.

ALG recommendations are based on consensus after obtaining views from all boards. All opinions are heard and there is agreement that the recommendation is the best one possible. ALG members are expected to fully represent the recommendations of ALG to their boards and support the consensus.

In summary:

- Revenue projections
 - Plan for building of multi-year model
 - Recommend one-year model
 - Take ALG plan out of warrant---call it three-boards plan
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- Budget Proposal: A **gross allocation budget** and funding mechanism agreement to propose (and sell) to the Boards, including a timeline, a process (hearings and non-controllable expenses) and over-rides (?)
 - Enhancement of **Inter-Board** working **Relationships** including information and calendar
 - **Strategic Direction**: How do we meet objectives with limited resources, to be coordinated with long range plans.
 - **Leadership** demonstrated by *timely* iterations and good faith consensus: All expected to 'move'.

Quorum: One member and one staff person per board, no substitutes

Facilitator: Outside facilitator runs meetings, not required for quorum.

Agenda: Established at previous meetings, distributed by Town Manager.

Leadership: Demonstrated by timely iterations and good faith consensus. All expected to be willing to compromise.

Minutes: Taken by outside party.

Weather Cancellations: Mimics Acton Public School decision.

Public Participation: Seated outside working group, public comment period near end once agenda items completed.