

Andover School Committee
Regular Meeting of June 19, 2014
School Administration Building - School Committee Room

Members in Attendance: Annie Gilbert, Paula Colby-Clements, Joel Blumstein, and Barbara L'Italien

Others in Attendance: Dr. Marinel McGrath, Superintendent, Paul Szymanski, Assistant Superintendent Finance and Administration, and Assistant Superintendent of Curriculum & Instruction, Dr. Nancy A. Duclos.

I. Executive Session

The School Committee on a motion duly made and seconded voted to meet in Executive Session for the purpose of discussing strategy relative to collective bargaining and to return to open session. Roll call: A. Gilbert-Y, P. Colby-Clements-Y, B. L'Italien-Y, and J. Blumstein-Y. At 7:10 P.M. on a motion by Paula Colby-Clements and seconded by Barbara L'Italien, the School Committee unanimously voted to adjourn from Executive Session and return to Open Session, not to return to Executive Session. Roll call: A. Gilbert-Y, P. Colby-Clements-Y, B. L'Italien-Y, and J. Blumstein-Y.

II. Regular Meeting

A. Call to Order and Opening Ceremonies

Annie Gilbert called the meeting to order at 7:18 P.M. followed by a Moment of Silence and a Salute to the Flag.

B. Recognition/Communication

1. School Calendar Survey Results

Superintendent McGrath commended students and staff at all schools as they observed their end of year class days and celebrations of learning. Dr. McGrath attended the project based learning assignment presented by the WHMS students who are working in conjunction with the Town's Conservation Commission and the US Forestry Department observing, sharing, and recording data on the deer population and the effect on plants in the forest. It was an excellent presentation by four groups of scientists.

Joel Blumstein attended three end-of-year celebrations which were all very happy events. He also attended the WMS Portfolio Day this week which was a very impressive collection of 8th grade work.

Barbara L'Italien attended the West Elementary Fifth Grade Graduation held at the Collins Center today and would like to have a discussion with Police Department around the availability of parking and their ticketing process. Barbara will be attending West Middle School's Eight Grade Graduation on Friday.

Annie Gilbert attended Class Day at Bancroft School which was lovely but bittersweet as it was the last time it will be held in the current building.

Superintendent McGrath said an agreement has been reached with the AEA to change the Release Day Schedule back to the original format of the high school and middle schools being released first, followed by the elementary schools. The high school has shaved off time in 'passing' from one class to the next in order to meet the DESE time on learning requirements making this change possible.

Barbara L'Italien, Joel Blumstein, and Paula Colby-Clements shared results and comments from the Calendar Survey. Barbara gave an overview of the survey sent to parents and teachers and the preferences per the responses are: to begin school after Labor Day, change to a Federal Holiday Calendar, to have one vacation week in March, and to publish a two year calendar. The comments give a lot of meaning to the results of the data (48 pages of comments), 4,200 surveys went out with 1,200 responses (25%) received. The work of the subcommittee is not done; the next steps will be to look at the forty-eight pages of comments which are very broad-based, and make a recommendation to the School Committee for the 2015-2016 school year.

C. Public Input

Jean Teichert, Dufton Road, asked about the process of evaluating the Superintendent. Annie Gilbert explained how the School Committee developed two goals tied to the Educators Evaluation Process and to the Strategic Plan. Each School Committee member provided comments on a rubric established for the School Committee's evaluation of the Superintendent.

D. Education

1. SEPAC Survey Results Presentation

Members of the 2014-2015 SEPAC Executive Council provided an overview of their recent accomplishments and results of an Annual Need Assessment Survey they conducted. They have revised and updated SEPAC's website (www.andoversepac.org), implemented a new email distribution using Mail Chimp and Facebook to reach a broader audience, developed a new logo, elected a new Executive Council and rewrote the bylaws to include the statutory authority provided by Chapter 71B Section 3 of MGL. SEPAC Treasurer Nigel Keenan provided a summary of the responses of the Assessment Survey which can also be found on SEPAC's website. The survey was available to anyone (not just Andover parents with children in the school system) to respond to. Co-Chair Cindy Cromer would like to collaborate with School Administration and the School Committee to conduct an independent analysis of the survey results and develop recommendations based on those results. Kerry Costello, AEA President, commented on the survey and concern surrounding the actual quality control of respondents, and that they should be mindful of the rights and confidentiality of teachers and staff. Mary Robb, AHS Teacher suggested they include an opportunity for parents to share their experiences in dealing with difficult situations that could help other parents. Jean Teichert, Chair of the Survey Sub-Committee for SEPAC, said the overall results showed that many parents want to be heard and their comments matter. The survey was not meant to be scientific but to gather information on current needs.

2. 1:1 Learning (Laptop) Initiative 2014-2015

Assistant Superintendent Nancy Duclos, and Director of Digital Learning Joanne Najarian, gave a presentation on the plan to launch the 1:1 Learning Initiative next year and how technology will be integrated into blended learning. A Technology Task Force comprised of parents, teachers, and administrators developed a broad-based plan on building blended learning. Student 1:1 Learning Initiative aims to enhance student learning by creating a personalized, student centered learning environment where every student has a laptop to use in school and at home. Students will leverage these tools in the classroom to learn how to collaborate, analyze data, and be effective members of a team. A website for the 1:1 Initiative has been developed for use as a source of information for parents, students, and staff. A review of the project timeline shows a pilot starting in January 2015 at the 8th grade level and expanding to grades 6, 7, and 9 in the 2016 school year. The timeline incorporates professional development for students, teachers, and parents along with videos showcasing virtual transparency for parents and teachers to be used as a guide post to see how teaching is changing. The videos will showcase daily classroom activities using technology, best practices and project-based learning approaches. Additional information will be available in September providing options on devices available for students.

3. New Adoptions: Science, Social Studies, World Language

Program Advisors Stephen Sanborn, K-12 Science, Jorge Allen K-12 World Language, and Adrianna Bock Gr 6-12 Social Studies provided information on their requests for new textbook adoptions for their programs which include: Science: Campbell *AP Biology*, 2014 Edition at a cost of \$15,500 includes shipping (110 copies) and Forensic Science (87 textbooks) \$8,620.

Social Studies: Modern Middle East \$2,262 (60 textbooks).

World Language: An Invitation to Chinese (volumes 1 and 2 plus free audio) at a cost of \$1,866 (22 digital copies), and AP Spanish Language and Culture (digital) \$4,034 (58 textbooks and access for 6 years to the entire digital version).

The School Committee will review the requests and vote on the new adoptions at their next meeting.

4. Bancroft School Update - None

E. Old Business

1. Update: FY-14 End -of-Year Purchases

Paul Szymanski provided an update on the budget balance for the remaining school year and projects listed in the CIP to be supported utilizing available funds. Included in the EOY funding: \$21,800 for the Instructional Management Program Pilot; approximately \$60,000 for the purchase of two carts of 30 MAC laptops for the middle school (these are in addition to the four FY 15 CIP funded carts of 30 MAC Computers for the high school listed in IT-4, an upgrade of the existing food service line at AHS (approximately 90K) and an upgrade of the AHS Media Center (approximately \$125-140k) to reconfigure the existing space without any structural changes. All projects that support learning were put forward for consideration including reconfiguration of the library/media center at AHS to create a better learning space. The School Committee requested an update on the media center at its next meeting. Dr. McGrath stated that the original amount requested for the FY 15 CIP School 1-2-3 was \$1.8 million & FY 15 CIP for IT 4 & 5 CIP was \$79,000. The ATM approved a total of \$1,040,000 for funding FY 15 projects in the combined School 1-2-3 and IT 4-5.

F. New Business

1. Student Discipline Policy Update w/Legislative Changes in MGL 37h

Paula Colby-Clements said some policies in the Student Discipline Policy have been superseded by the new law on expulsions and suspensions. Rather than reword the policies they have decided to use the law as the framework for the policy which goes into effect July 1, 2014 deleting Student Conduct Policy JIC and Exclusions and Exemptions from Student Attendance Policy JHD, and to amend remaining existing policies, Student to Student Harassment Policy, Gang Activity, Secret Societies, Prohibition of Hazing, and Student Discipline Policy changes by redacting wording regarding expulsion for engaging in these activities because it violates the law.

Paula Colby-Clements moved that the Andover School Committee delete, redact, and expunge JIC Student Conduct Policy and JHD Student Attendance Policy Exclusion. The motion was seconded by Joel Blumstein and voted 4-0 to approve.

Paula Colby-Clements moved that the Andover School Committee vote to amend the policies Student to Student Harassment, Gang Activity, Secret Societies, Prohibition of Hazing, and Student Discipline Policies by redacting wording to be able to expel for engaging in these activities, because it violates the law. The motion was seconded by Joel Blumstein and voted 4-0 to approve.

2. AHS Student Handbook 2014-2015

Dr. Christopher Lord, AHS Principal and Assistant Principal Marilyn Jordan presented the changes to the AHS Student Handbook for 2014-2015 pointing out that the majority of changes are housekeeping changes. Next year's master calendar will go live today on the high school website. The Honor Roll will be based on the Aspen Grading Table and will not be published. Nancy Duclos noted that the schedule change policy gives students two weeks to drop a course in September for a course they might not gain the pre-requisite skills for a second semester course; a date for second semester needs to be determined prior to the publication of the handbook.

Paula Colby-Clements moved that the Andover School Committee vote to approve the 2014-2015 Andover High School Student Handbook as presented effective July 1, 2014. The motion was seconded by Joel Blumstein and voted 4-0 to approve.

F. New Business (Cont'd)

3. AHS Athletic Student Handbook 2014-2015

Paula Colby-Clements and Joel Blumstein explained the changes to the AHS Athletic Student Handbook adopting the policy to confirm to MIAA rules.

Paula Colby-Clements moved that the Andover School Committee vote to approve the 2014-2015 Andover High School Athletic Handbook as presented effective July 1, 2014. The motion was seconded by Joel Blumstein and voted 4-0 to approve.

4. Successor Contract: Food Services 2014-2017

Paula Colby-Clements moved that the Andover School Committee vote to approve the Food Services Contract as presented: Three (3) Year Contract Agreement (July 1, 2014-June 30, 2017) with changes as noted and percentage increases of 1.5% for 2014-2015; 2% for 2015-2016, and 2% for 2016-2017. The motion was seconded by Joel Blumstein and voted 4-0 to approve.

5. Working Conditions: Independents: 2014-2017

Paula Colby-Clements moved that the Andover School Committee vote to approve the Andover Independent Employees Compensation as presented: Three (3) Year Contract Agreement (July 1, 2014-June 30, 2017) with no changes to the working conditions and percentage increases of 1.5% for 2014-2015; 2% for 2015-2016, and 2% for 2016-2017. The motion was seconded by Joel Blumstein and voted 4-0 to approve.

6. FY-15 Compensation: Crossing Guards, Monitors, Collins Center Mgr & Assistant Food Services Mgr.

Paula Colby-Clements moved that the Andover School Committee vote to approve a 1.5% salary increase for 2014-2015 for the Crossing Guards, Monitors, Collins Center Manager and Assistant Food Services Manager. The motion was seconded by Joel Blumstein and voted 4-0 to approve.

7. FY-15 Compensation: Individual Contracts: Principals, Directors, Central Office

Paula Colby-Clements moved that the Andover School Committee votes to approve that FY-15 Salary awards for the 2014-105 to School Administrators and Directors with individual contracts be based upon performance at the discretion of the Superintendent. The total sum of said salary awards shall not exceed an aggregate of individual COLA's that were budgeted at 1.5% in the FY-15 Budget. The motion was seconded by Joel Blumstein and voted 4-0 to approve.

8. FY-15 Compensation: Individual Contract: Superintendent

Annie Gilbert explained that two weeks ago the School Committee conducted the evaluation process for the Superintendent. By law the School Committee votes on the ratings of the two performance goals established and submit those ratings to the State, which they did. For each of the two goals, the School Committee voted a rating of "proficient" and for the "overall summary" rating also voted "proficient". The school committee met in Executive Session to discuss compensation and the consensus was that based on the ranking of proficient in all areas the School Committee agreed to award Superintendent McGrath a 1.5% increase. Annie Gilbert noted that David Birnbach, who has been out of the country, has been kept fully apprised of all steps throughout the evaluation as well as the discussion of compensation and that he provided his input and which was shared with the Committee – although D. Birnbach was not present to vote, he provided his input to A. Gilbert.

Paula Colby-Clements moved that the Andover School Committee vote to approve a 1.5% salary increase for Superintendent Marinel McGrath effective July 1, 2014 for 2014-2015 based upon the performance review conducted on June 12, 2014. The motion was seconded by Joel Blumstein and voted 4-0 to approve.

G. Consent Agenda

1. School Committee Minutes: June 5, 2014
2. Warrants: Expense Warrants: SW1428 and SW1428A and Payroll Warrant 14S051

Paula Colby-Clements moved that the Andover School Committee vote to approve the Consent Agenda as presented. The motion was seconded by Barbara L'Italien and voted 4-0 to approve.

H. Adjournment

At 10:10 P.M. on a motion by Paula Colby-Clements and seconded by Joel Blumstein, the Andover School Committee voted 4-0 to adjourn. Roll call: P. Colby-Clements-Y, J. Blumstein-Y, B. L'Italien-Y. A. Gilbert-Y.

Respectfully submitted,

Dee DeLorenzo
Recording Secretary

Documents: School Warrants
Amendments to Student Discipline Law
Responses to School Calendar Survey
AHS Athletic Department Student-Athlete and Parent Handbook
SEPAC Presentation
1:1 Learning Initiative Presentation