

Andover School Committee
Regular Meeting of Thursday, June 2, 2011
School Administration Building - School Committee Room

Members in Attendance: Chairwoman Annie Gilbert, Vice-Chair Paula Colby-Clements, Richard J. Collins, David Birnbach, Dennis Forgue, and AHS Liaison Jared Rosen

Others in Attendance: Dr. Marinel McGrath, and Peter DeRoeve-Interim Business Manager

I. Regular Meeting

A. Call to Order

Annie Gilbert opened the Regular Meeting of the School Committee at 7:06 P.M. and requested two items received after the agenda was posted be added.

On a motion by Paula Colby-Clements with a second by David Birnbach, the School Committee unanimously voted to add the Executive Session to the end of the agenda, and to include under New Business the request to approve the State Ethics Form and attendance for the Superintendent to go to the Apple Symposium in New York City from June 7-8, 2011.

B. Opening Ceremonies

Mr. Collins asked for a moment of silence followed by the Pledge of Allegiance led by Doherty Middle School students Thomas Haut, Samantha Shea, and Hannah Ricketts. On behalf of the School Committee Mr. Collins presented the students with a Certificate of Appreciation.

C. Recognition

Dr. McGrath recognized the AHS Liaison to the School Committee, Jared Rosen for his high standards, active involvement, and sharing of student viewpoints with the School Committee members. She also thanked him for inviting her and the Town Manager to participate in the State of the Town presentation. Dr. McGrath and the School Committee offered their congratulations to Jared on his graduation from AHS and wished him well in his college studies.

Dr. McGrath recognized the students in the AHS Choir on winning the Grand Champion in the Varsity Division in the Somerset Show Choir. AHS Drama Director Susan Choquette, shared the achievements of the students in the AHS Drama Guild who were semi-finalists in the New England Drama Festival, and recognized for their portrayal of the Laramie Project.

Dr. McGrath also acknowledged AHS teacher Joe Spanos on receiving the Rotary Club Educator of the Year Award and AHS Student, Brendan Wang who was the recipient of the Rotary Student of the Year Award. Mr. Spanos was also praised for his leadership as Advisor to the AHS DECA Team, who placed nationally in three categories.

West Elementary Physical Education Teacher Arthur Iworsely was introduced by Principal Liz Roos. Mr. Iworsely is retiring after 41 years of teaching in the Andover Public Schools with 40 of those years spent at West Elementary School. Arthur is also this year's recipient of the Massachusetts Physical Education Teacher of the Year Award. Congratulations and best wishes on your retirement!

Dr. McGrath stated that approximately 100 teachers came to the School Administration Offices today and asked her to share their request to come to an agreement to finalize their contract with the School Committee.

Paula Colby-Clements attended the Bancroft Science Fair last month and recognized the students on their very articulate presentation of information, and commented on the creative and amazing project presentations.

Mr. Collins remarked on the lack of library shelf space and playground area at the Bancroft School. Annie Gilbert said a meeting with the architects was held yesterday and they are aware of the concerns.

Annie Gilbert has met with the Town Manager to discuss formation of a Task Force to investigate future possible uses for the Shawsheen School which is slated to close after the new Bancroft School opens. The first step will be to craft a Mission Statement. Dennis Forgue has volunteered to work with the Town Manager this summer on establishing the Task Force.

D. Citizen Input - None

E. Education

APS Waste Audit Results

An overview on the results of the Waste Audit held at AHS, DMS and Bancroft was provided by Andover Teachers Cheryl Todisco, Phil Vachon, Melanie Cutler and DMS students Steven Pien, Matthew Joyall, Dimitry Jean-Laurent, and AHS student Hannah Krieger. The waste audit was a community effort which measured by volume and weight one day's cafeteria waste, and sorted it into four categories; recyclables, trash, liquid waste, and trash. The exercise highlighted the amount of waste at each school and the importance of recycling. Students provided several ideas on how to reduce cafeteria waste. Future recommendations include composting at AHS, new waste strategy, and creation of a green scholar's program.

AHS and Middle School Summer Reading Program

Dr. McGrath reported on the AHS and Middle School Summer Reading Program which is a required summer reading initiative for middle and high school students. The goal of the reading program is to promote reading and thinking as a life-long interest, establish a common text read by all students on first day of each semester, and provide an evaluation of a writing piece to be used as a baseline. The reading list can be found on the District Website. In addition, a *suggested* list of books for elementary students for summer reading will be available on the District website.

Bancroft School Project Update

Annie Gilbert said the School Building Committee has been busy working on furnishings, space needs for the gymnasium, library and classroom layouts, and choosing interior colors. Early site work is slated to begin late summer or early fall. The Owner's Project Manager position is being advertised to replace Joe Piantedosi who is retiring. On June 1st a site walk with neighbors was held and corners of the western edge of the building staked out providing a visual of the location.

Update on Administrative Searches

AHS Principal Search: Dr. McGrath reported that the Search Committee was not successful in identifying candidates for principal of Andover High School and since no viable candidate was slated to be moved forward, they agreed to continue with an interim for next year, and will begin the search process again in December. Dr. McGrath commended the Committee on their integrity and efforts. She reported that Dr. Sharkey will assist with the NEASC process, working with staff over the summer, and assist with the transition of the next interim principal.

Assistant Superintendent Search

Twenty-four applications were received for the assistant superintendent position; six candidates were interviewed, with three candidates moved forward as finalists (one who has since withdrawn). The Leadership Team met with the candidates today. Dr. McGrath will be completing the interview process and arranging site visits and hopes to bring a recommendation forward at the June 16th Meeting.

Director of Student Services Search

In reflecting current practice in the field, the title of Director of Pupil Personnel has been changed to the Director of Student Services. The deadline for applications is June 10th and to date, ten applications have been received. Parent and Staff Focus Groups have both been held, a meeting of staff who want to participate in the search is scheduled for Friday, with a recommendation to be provided at the June 16th School Committee Meeting.

E. Old Business

Monthly Financials

Interim Business Manager Peter DeRoeve reported that the financial numbers have changed dramatically in the last few days from the April financials provided. It appears that utilities are running in a deficit, an unexpected Special Education service cost encumbered, and legal fees are over budget. The main goal is to end the year in balance; that being said, a freeze has been placed on purchase order requests. There is also concern that the State Senate did not pass the expected circuit breaker reimbursement which will have an adverse affect on the Fiscal 2012 budget. He encouraged the School Committee to contact our State Senator to work to increase the reimbursement amount.

Paula Colby-Clements motioned for the Andover School Committee to approve the General Fund Transfers as presented. The motion was seconded by Dennis Fogue and the School Committee voted 5-0 to approve the General Fund Transfers as presented in the School Committee Packet.

G. New Business

Gifts to Schools – Andover Vocal Music Association

The AVMA has raised a total of \$23,100 which they would like to gift to the schools for the music program as follow: Show Choir risers \$8,000; costumes \$8,600; sheet music \$4,500 and a donated piano valued at \$3,000. The School Department and School Committee are all extremely grateful for their support of the music program and look forward to watching the program grow.

Paula Colby-Clements motioned for the Andover School Committee to accept the following gifts: Risers, Show Choir Costumes, Sheet Music, and Piano valued at \$23,100 from the Andover Vocal Music Association (AVMA) to the Andover Public Schools for the enhancement of the Andover Public School Music Program. The motion was seconded by Dennis Fogue and voted 5-0 to approve.

Apple Symposium and State Ethics Disclosure Form

Dr. McGrath explained that she will be attending the Apple Symposium along with three teachers, and four administrators to develop vision and planning of long and short term goals and to work with the Apple Team at their New York location.

On a motion by Dennis Fogue with a second by Paula Colby-Clemens it was unanimously voted to approve the attendance of Superintendent McGrath at the Apple Symposium on June 7th and June 8, 2011 in New York City, New York in accordance with the State Ethics Commission and to authorize Chairwoman Gilbert to sign the disclosure form submitted by Superintendent McGrath as required by the State Ethics Commission.

Superintendent Evaluation Process

Annie Gilbert explained that by contract, the evaluation of the Superintendent is due by June 30th. The School Committee held a workshop to discuss the framework and process they intend to use for the Superintendent's evaluation for the current school year, and agreed that this has been a transition year with no set performance goals. Therefore, they would like to measure the Superintendent's evaluation by reflecting on the ten selection criteria used to conduct the Superintendent Search last year. Goals will be set for the FY-2011-12 School Year and mapped to the Strategic Plan. The areas of evaluation include: Administration Leadership, Instruction and Leadership, Relationships with the School Committee, Town, and Community as a whole, as well as the development of the budget and general financial management.

The evaluation will be conducted at the June 16 meeting, and in keeping with the new Open Meeting Law to increase transparency, each School Committee member will comment on areas of evaluation with their comments recorded in the Meeting Minutes. The Chair will write the Evaluation document for the personnel file from the Meeting Minutes with the rule being that nothing can be recorded that was not in the Meeting Minutes.

AHS Travel Request: London April 14-22, 2012 Travel request proposed by Brian Shea and supported by Tom Sharkey, this is an Extra-curricular trip conducted during school vacation and not part of the school curriculum and open to sophomores, juniors and seniors, and all of the proper documentation has been received.

Motion: On a motion by Paula Colby-Clements with a second by Dennis Fogue, it was voted 5-0 to approve the proposed extracurricular trip for AHS students to London, England from April 14-22, 2012 as presented and in accordance with the provisions set forth in the Andover School Committee Policy entitled "APS School Sponsored Trip and Student Travel Policy."

AHS Travel Request: Show Choir & Band, NYC, NY, March 17-19, 2012

Proposed by Joe Wright, AHS Band Teacher and Mark Mercer, AHS Chorus Teacher with the support of Tom Sharkey have proposed an extracurricular trip to FAME in NYC. This request is also an Extra-curricular trip and not part of the school curriculum, the trip is open to sophomores, juniors and seniors, and all of the proper documentation has been received.

On a motion by Paula Colby-Clements with a second by Dennis Fogue, it was voted 5-0 to approve the proposed extracurricular trip for AHS students to FAME in New York City, March 17-19, 20102 as presented and in accordance with the provisions set forth in the Andover School Committee Policy entitled "APS School Sponsored Trip and Student Travel Policy."

G. Consent Agenda

Warrants The Warrants are in order

Minutes Regular Meeting Minutes of May 4, 2011

On a motion by Paula Colby-Clements with a second by Dennis Fogue, the School Committee voted 5-0 to approve the Warrants and Regular Meeting Minutes of May 4, 2011.

H. Adjournment to Executive Session

At 9:10 P.M. on a motion by Dennis Fogue with a second by Paula Colby-Clements, it was voted 4-0 to adjourn from Regular Session to Executive Session for the purpose of discussing collective bargaining strategy, and not to return to Open Session.

Roll call vote: Annie Gilbert-Y, Paula Colby-Clements-Y, Dennis Fogue-Y, and David Birnbach-Y.
Richard Collins was not in the room when the motion was voted.

Respectfully submitted,

Dee DeLorenzo
Recorder

Documents:

- Gift letter from Andover Public Schools Vocal Music Association
- April 2011 Financial Reports, Special Education Financials, General Fund Summary, and Circuit Breaker Analysis
- Regular Meeting Minutes of May 4, 2011