



## ANDOVER SCHOOL COMMITTEE

**SC ROOM Key:** *I.O. = Information Only; A.R. = Action Request*

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**THURSDAY, SEPTEMBER 7, 2023**  
**SCHOOL COMMITTEE CONFERENCE ROOM**

\*\* Please note that public comment – either during the Public Input agenda item or on specific agenda topics – should follow School Committee [policy BEDH](#) *Public Comment at School Committee Meetings* and [policy BEDH-E](#) *Guidelines for Public Comment*, including limiting remarks to 3 minutes.\*\*

- I. School Committee Meeting – Call to Order **5:30 PM**  
Executive Session  
Motion and vote to meet in executive session pursuant to Massachusetts General Laws chapter 30A, section 21(a) for the following purposes:
- Purpose (3): to discuss strategy with respect to litigation with the Andover Education Association (AEA) specifically MUP-20-8038; and
  - Purpose (3): to discuss strategy with respect to litigation regarding Fusion Academy (Case #21-cv-11059-PBS)
  - Purpose (3): to discuss strategy with respect to collective bargaining with unionized personnel, namely the Andover Education Association (AEA)-Unit A; Andover Assistants-Unit B and Andover Administrators' Association;
- because an open session may have a detrimental effect on the bargaining and litigating position of the Committee. The Committee will reconvene at approximately 7PM in Open Session.
- II. Resume Regular Meeting **7:00 PM**
- A. Call to Order/Moment of Silence/Salute to Flag
- B. Recognitions/Communications
1. Opening Day Highlights/Enrollment
- C. Public Input  
(limited to 10 minutes total; if more time is required, Public Input will resume after New Business)
- D. Response to Public Input
- E. Education I.O.
1. Desmos Math Summer Professional Development (Shereen Rancourt)
- F. New Business
1. FY24 Per Diem Rates-Substitute Teachers A.R.
  2. Budget Transfer A.R.
  3. Policy Update/First Reading: JFA-Admissions Procedures/Residency Requirements I.O.
- G. Consent Agenda A.R.
1. Grants/Donations to District
  2. Surplus Disposal Inventory Form
  3. SC Meeting Minutes – Minutes from prior meetings
- H. Adjournment

*This is the SC posted agenda for the upcoming meeting to the best of our knowledge at the time of posting; however, other agenda items may arise; therefore, the SC reserves the right to discuss additional items if merited.*

*The mission of the Andover Public Schools, in partnership with the entire Andover community, is to educate by engaging and inspiring, students to develop as self-reliant, responsible citizens who are thinkers, problem solvers, and contributors prepared to participate in an evolving global society.*

**File: JFA - ADMISSION PROCEDURES / RESIDENCY, OCCUPANCY AND IDENTIFICATION REQUIREMENTS**

To be eligible to attend the Andover Public Schools (APS), a student must actually reside in Andover, unless one of the exceptions set forth in Policy JF applies. The residence of a minor child is ordinarily presumed to be the legal residence of the child's parent or legal guardian. The student's parent or legal guardian must submit at least one original document from each [category group](#) listed below and any other documents that may be requested, including but not limited to those referenced categories. A parent, guardian, or student who is unable to produce the required documents should contact the Superintendent of Schools, who shall have discretion in the matter based on the facts and circumstances.

**Group A-Residency**

For Homeowners:

A signed and notarized Affidavit of Residency with 1 of the following:

- Copy of Deed
- Record of recent mortgage payment
- Copy of recent property tax bill
- Fully signed and executed Purchase and Sale Agreement, provided occupancy occurs within 30 days of enrollment, and documentation of financing.

For Renters:

A signed and notarized Landlord Living Agreement form, copy of current lease, and most recent record of payment OR

Tenant at Will form OR

Section 8 Agreement

**Group B – Occupancy**

For Homeowners and Renters, provide 2 from the following list of utility bills dated within the past 45 days or a statement of service showing the service and connection date:

- Cable/Satellite TV bill
- Internet bill
- Electric bill
- Gas bill
- Home Telephone bill (cell phone is not acceptable)
- Car Insurance bill
- Home/Renters insurance bill

**Group C – Identification**

Provide evidence from 1 of the following:

For Homeowners and Renters:

- Valid government-issued photo identification that shows current address (Massachusetts driver's license, Massachusetts photo ID card, Passport or other government-issued ID)

**OR**

- W-2 form dated within the past 12 months that shows the current address and
- One of the following, dated within the past 45 days, that shows the current address:
  - Payroll stub
  - Bank Statement.

<i>Category 1</i>	<i>Category 2</i>	<i>Category 3</i>
<b>Evidence of Residency</b>	<b>Evidence of Occupancy (2 proofs)</b>	<b>Evidence of Identification)</b>
Copy of Deed &/or a record of recent mortgage payment and/or property tax bill from the Town of Andover	Gas/Oil Bill or National Grid "Proof of Residency" Letter	Valid MA Driver's License
Copy of current lease and fully signed and executed Lease and/or Rental Agreement (Must be executed by both parties); record of the most recent rent payment	Electric Bill or National Grid "Proof of Residency" Letter	Valid MA Photo ID Card
Proof of tenancy-at-will	Home (not cell) Telephone Bill	Valid Passport
Fully signed and executed Purchase and Sale (P&S) Agreement (provided occupancy date occurs within 30 days of enrollment) and documentation of financing.	Cable Bill or Water Bill; Home/renters insurance bill (Bill must be dated within the past 45 days and address and name must be stated)	Other Government Issued Photo ID
Section 8 Agreement	Affidavit of Residency must be notarized prior to student's enrollment.	W-2 form that show the current address; payroll stub dated within past 45 days; bank statement listing current address

The Principal, or his/her designee, shall verify the home address and home telephone number of each student at least once during the school year. Any irregularities shall be reported promptly to the Superintendent of Schools or her/his designee. Parents/legal guardians are required to notify the school of any changes to their address or the address of the student within five business days of the change.

### **Enforcement**

Should a question arise concerning any student's residency elsewhere while attending the Andover Public Schools, the student's residency will be subject to further inquiry and/or investigation. Such questions concerning residency may arise on the basis of incomplete, suspicious, or contradictory proofs of address; anonymous tips; correspondence that is returned to the Andover Public Schools because of an invalid or unknown address, or other grounds.

The Superintendent or designee, may request additional documentation, may use the assistance of School Department personnel, and/or may obtain the services of police or investigative agency personnel to conduct investigations into student residence, who will report his or her findings to the Superintendent of Schools, who shall make final determination of residency. Upon an initial determination by the Superintendent of Schools that a student is actually residing in a city or town other than the Town of Andover, the student's enrollment in Andover Public Schools shall be terminated immediately.

### **Penalties**

In addition to termination of enrollment and the imposition of other penalties permitted by law (M.G.L. c. 76, § 5), the Andover Public Schools reserves the right to recover restitution based upon the costs of educational services provided during the period of non-residency.

LEGAL REFS: M.G.L. c. [76:5](#); [76:6](#)

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<b>Group A – Residency</b>	
<p>For Homeowners:</p> <p>A signed and notarized <a href="#">Affidavit of Residency</a> with 1 of the following:</p> <ul style="list-style-type: none"> <li>• Copy of Deed</li> <li>• Record of recent mortgage payment</li> <li>• Copy of recent property tax bill</li> <li>• Copy of settlement statement</li> <li>• Fully signed and executed Purchase and Sale Agreement, provided occupancy occurs within 30 days of enrollment, and documentation of financing.</li> </ul>	<p>For Renters:</p> <p>A signed and notarized <a href="#">Landlord Living Agreement</a> form, copy of current lease, and most recent record of payment OR</p> <p><a href="#">Tenant at Will</a> form OR</p> <p>Section 8 Agreement</p>
<b>Group B – Occupancy (Homeowners &amp; Renters)</b>	
<p>Provide 2 from the following list of utility bills dated within the past 45 days OR a statement of service showing the service and connection date:</p> <ul style="list-style-type: none"> <li>• Cable/Satellite TV bill</li> <li>• Internet bill</li> <li>• Electric bill</li> <li>• Gas bill</li> <li>• Home Telephone bill (cell phone is not acceptable)</li> <li>• Car Insurance bill</li> <li>• Home/Renters insurance bill</li> </ul>	
<b>Group C – Identification (Homeowners &amp; Renters)</b>	
<p>Provide evidence from 1 of the following:</p> <ul style="list-style-type: none"> <li>• Valid government-issued photo identification that shows current address (Massachusetts driver’s license Massachusetts photo ID card, Passport, Other government-issued ID)</li> <li>• W-2 form dated within the past 12 months that shows the current address</li> <li>• A Payroll stub OR Bank Statement issued within the last 45 day showing the current address</li> </ul>	

The Principal, or his/her designee, shall verify the home address and home telephone number of each student at least once during the school year. Any irregularities shall be reported promptly to the

Superintendent of Schools or her/his designee. Parents/legal guardians are required to notify the school of any changes to their address or the address of the student within five business days of the change.

### **Enforcement**

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The Superintendent or designee, may request additional documentation, may use the assistance of School Department personnel, and/or may obtain the services of police or investigative agency personnel to conduct investigations into student residence, who will report his or her findings to the Superintendent of Schools, who shall make final determination of residency. Upon an initial determination by the Superintendent of Schools that a student is actually residing in a city or town other than the Town of Andover, the student's enrollment in Andover Public Schools shall be terminated immediately.

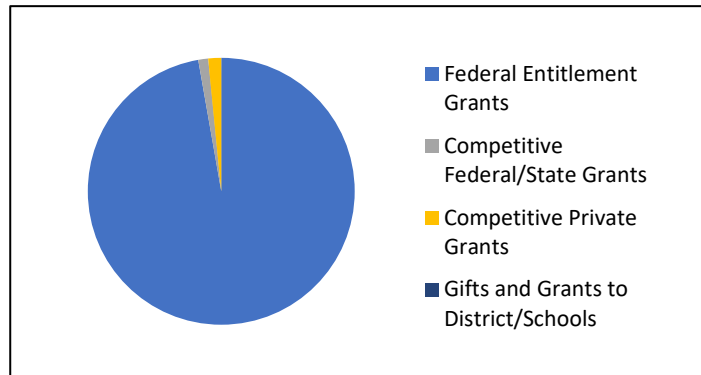
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# FY24 Andover Public Schools Grants and Contributions

School Committee Meeting  
September 7, 2023



		Budget
<b>Grants &amp; Contributions for School Committee Approval</b>		
District	DESE Competitive: Expanding High-Quality Instructional Math Materials (Desmos Math)	\$ 26,000.00
		\$ 26,000.00

		Budget
<b>Federal Entitlement Grants</b>		
District	ESSER III (expires 9/2024)	\$ 957,642.00
District	IDEA American Rescue Plan (expires 9/2023)	\$ 87,748.00
District	Title I (Salaries: \$144,833 - Operational: \$4,533)	\$ 149,366.00
District	Title IIA (Salaries: \$18,000 - Operational: \$54,219)	\$ 72,219.00
District	Title III (Salaries: \$28,268 - Operational: \$7,598)	\$ 35,866.00
District	Title IV (Operational: \$10,977)	\$ 10,977.00
District	IDEA Special Education Entitlement Grant (Salaries: \$1,426,091 - Operational: \$339,853)	\$ 1,765,944.00
District	IDEA Special Education Early Childhood (Salaries: \$30,525)	\$ 30,525.00
		\$ 3,110,287.00
<b>Competitive Federal/State Grants</b>		
District	Safer Schools and Communities Grant	\$ 38,429.00
<b>Competitive Private Grants</b>		
District	Cummings Foundation 3 Year Grant (Installment 1/3)	\$ 50,000.00
<b>Gifts &amp; Grants to District</b>		\$ -
<b>Gifts &amp; Grants to Individual Schools</b>		\$ -
<b>TOTAL GRANTS &amp; CONTRIBUTIONS</b>		\$ 3,110,287.00



**Andover Public Schools  
Surplus Textbook / Supply Disposal Inventory Form  
June 2012**

School/Location	Quantity	Appropriate Grade Level	General Subject	Title	Publisher	ISBN #	Publication Date	Summary Condition
School Admin	1			XEROX 7845 copy machine	Serial # MX4-746056			poor

The goods listed above are deemed surplus.  School Admin 08/31/2023  
Signature School Date

Textbooks will be disposed of according Chapter 30b and Andover Town Bylaws regarding the disposal of surplus property.

**Procedure:**

1. Principals or program coordinators are to inventory textbooks that require disposal, recording details as required on the Disposal Inventory Form, one line per text book title. Under summary condition, record your best assessment of the general condition of the textbooks as a lot (obsolete, unusable, fair, good etc.). Sign and date the form.
2. Return the inventory form, (one copy to the Assistant Superintendent for Curriculum and one copy to the Assistant Superintendent for Finance and Administration).
3. The Town Purchasing Agent and the Business Office will attempt to find a market for the inventoried materials. All steps in the disposal process will be documented by the Assistant Superintendent (Business) in a Memo for Record. Final disposition of the materials will be documented and a notice will be given to the school.
  - a. If the goods are valued at more than \$5,000 in the aggregate, the Town Purchasing Agent will release a reverse bid with the award going to the highest bidder. The bid will be advertised and conducted per the requirements of Chapter 30b.
  - b. If the goods are found to have no value in the marketplace and can not be rendered for cash through the Chapter 30b reverse bid process, an attempt will be made to use the goods as a trade-in against present or future purchases of similar goods.
  - c. If the goods can not be used as part of a trade-in, an attempt will be made to offer the goods to other public school districts as an inter-governmental exchange or transfer as permitted by Chapter 30b.
  - d. Goods that can not be disposed of through intergovernmental exchange can be disposed of at less than fair market value to a charitable organization which maintains an IRS tax exempt status per Chapter 30b. The Business Office will attempt to identify such organizations.
  - e. Finally, if the goods are deemed to have no value, they will be declared surplus and disposed of in the most environmentally responsible manner.
  - f. In all cases and regardless of the means of disposal, the School Committee must vote and approve of the final disposal transaction. All funds raised from sale go to the General Fund.



**Andover Public Schools  
Surplus Textbook / Supply Disposal Inventory Form  
June 2012**

School/ Location	Quantity	Appropriate Grade Level	General Subject	Title	Publisher	ISBN #	Publication Date	Summary Condition
WMS	1	X	Upright Piano – Story and Clark	Auditorium				Poor
WMS	1	X	Baldwin Baby Grand	Auditorium				Poor
AHS	1	X	Chickering Baby Grand	Choral Room				Poor
AHS	250		Choral Boxes	Surplus Items				Fair , no longer needed

The goods listed above are deemed surplus. \_\_\_\_\_ Sean Walsh \_\_\_\_\_ Andover Public Schools 6/26  
Signature School Date

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**Andover Public Schools**  
**Surplus Textbook / Supply Disposal Inventory Form**  
**June 2012**

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The Middle School scheduling working group met with Principals and reviewed over 1,000 student survey results which were received. Parent feedback was also reviewed and there will be another Parent Feedback Meeting in the fall.

The LinkedIT Presentation was held. We have been working to compile student data over the last year to look at it holistically by school, grade level, students, etc. It allows us to look at data in different ways to look at the students' whole experience in APS. There is more PD this summer and fall and more data to be added this summer.

Mr. Taverna congratulated all the APS graduates. He attended the South School moving up ceremony and will be attending the Wood Hill ceremony tomorrow. He also stated that furniture and interior color schemes are being selected for West Elementary as well as technology for the classrooms.

Mr. Wright attended the junior book award ceremony and the Bancroft moving up ceremony. He will also be attending the moving up ceremony at Doherty Middle School tomorrow morning.

Ms. DiCesaro attended the junior book awards. She also attended Career Day at Doherty and thanked Cassandra Flanigan for organizing the first career day in 20 years. Ms. DiCesaro attended a fundraiser for A Better Chance who raises funds for scholarships. SEPAC sent out a survey to families to gauge the needs of our families.

Ms. McCready reviewed the process for the Committee to complete Dr. Parvey's evaluation. Individual evaluations are to be sent to Ms. Spruce who will compile them into a composite evaluation reflecting input from all School Committee members and scores. There is a folder in the drop box for the next meeting with 3 subfolders and templates to be filled out. Ms. McCready reviewed the subfolder contents. Individual evaluations are to be sent to Ms. Spruce by next Tuesday. The evaluations will be posted prior to the next meeting for public viewing.

She congratulated the high school, middle school, and elementary graduates. She thanked Sophia Miele for engaging with the School Committee on behalf of the students. Sophia is the first woman to hold this position. She presented Sophia with a gift on behalf of the School Committee and wished her well in college.

Sophia Miele, SGA Representative, thanked the School Committee, Dr. Parvey, Dr. Riley, and Mr. Taverna for inspiring her and offering this position, which gives the students a voice. Sophia commented on her improvement in public speaking and improving her confidence.

Dr. Conoscenti congratulated all the graduates of APS. She thanked the staff who worked to make the 4<sup>th</sup> and 5<sup>th</sup> grade field day happen at the high school for all of the 4<sup>th</sup> and 5<sup>th</sup> graders in the District. She added that the AHS Building Committee met to discuss enrollment projections and the impact on the cost of building for a lower enrollment than suggested. Also discussed was the cost to wait for MSBA funding and the cost to replace certain components at the high school if construction is pushed off.

**C. Public Input** – Kerry Costello thanked Sophia Miele for her service attending School Committee meetings and sharing the information with the Student Government Association. She introduced Abby, the SGA Representative for the next school year. She also informed the Committee that the lobby was decorated for Pride Month and a thank you note was in the comment box in the lobby.

**D. Response to Public Input** – None

**E. Education** –

**Middle School Math Presentation & Adoption** – Katherine Richard and Shereen Rancourt presented the information to the School Committee. Ms. Richard stated that the review team consisted of 18 middle school math teachers, 12 special education teachers, 1 school administrator and 4 district administrators who met numerous times during the school year including department meetings and 3 early release days. Ms. Richard reviewed the history of MS Math from the 2011 DESE MA Curriculum Framework for Math through 2023 with the APS Program Review for grades 6-8. The next phases are Launch, which will take 3+ months. Following that, Implement and Monitor steps will commence, which will be between 1-3 years to implement. The presenters emphasized that the district is wants to increase equity within the curriculum, which will result in equitable outcomes for students. They also caution that there is no perfect curriculum.

Investigation of programs followed a rigorous method where district parameters – a set of requirements that a curriculum must meet – and district priorities – a set of optimal qualities – were identified. Twenty-four programs were reviewed under the District Parameters and 6 were chosen to be investigated further. Of the 6 that were further reviewed, 2 were chosen and further investigated based on the District priorities. The 2 remaining programs were Eureka Math2 and Desmos Math, and review team members incorporated field tests to evaluate the materials and the curriculum. The recommendation made by the review team is Desmos Math, which will be used in grades 6 through Algebra 1.

After field testing, the teachers liked Desmos because it is built on activities, utilizes real-time responses during class, and a dynamic interface with curriculum and students. Special Education teachers like this program because they can pinpoint when students are not understanding a lesson without addressing it in front of the class. Ms. Richard reviewed the assets of Desmos Math which is aligned with MA Curriculum Frameworks for Mathematics 2017 and is based on Illustrative Mathematics, which is currently the fastest growing program. Ms. Richard reviewed the features of this programs, including an SEL feature. Student feedback from the field testing was positive, and the students liked using the interactive tools. The next steps are the launch this summer, with a kick-off the week of August 21<sup>st</sup>, a mid-year implementation boost, and coaching throughout the year.

Ms. DiCesaro asked about the transition for the 5<sup>th</sup> graders since the program assumes the students have a base knowledge of the program. Ms. Rancourt informed the School Committee that the transition is important, and the activities used in other programs are similar to this program. There is time for teachers to pause to meet the needs of the

students. The existing program will taper off, not disappear, which will help to fill in learning gaps between the two programs.

Mr. Wright asked about continuity between elementary and middle school and the DESE review in 2017. The standards are what we should be working on with our students according to the DESE assessment.

Ms. McCready stated that visual learners will appreciate this new program. The environment of anonymity when making a mistake will help students learn to correct their mistake and move on. Parent engagement is very helpful.

Dr. Conoscenti thanked the teachers for a thoughtful and thorough process. She asked if all the features must be used daily. Ms. Richards stated that there is a large component of screen time, however, there are other activities to learn math without the use of screen time.

Mr. Wright asked if the classrooms are technologically ready to implement this program. Mr. Taverna stated that the District is in a cycle of updating technology and technology improvements will be incorporated to support this program.

**A motion to move that the Andover School Committee vote to approve the Middle School Math Curriculum for the 2023-2024 school year as presented was made by Mr. Wright, seconded by Ms. DiCesaro and unanimously approved by a 4-0 vote.**

## **F. New Business**

### **1. Field Trip: West Middle School eCYBERMISSION in Baltimore, MD**

Kelly McDonald is asking to take two 8<sup>th</sup> graders to the eCYBERMISSION national competition in Baltimore, MD June 26<sup>th</sup>-June 29<sup>th</sup> to compete in the Nationals. Three projects were submitted for grades 6,7, and 8. The 6<sup>th</sup> grade team came in 2<sup>nd</sup> place, and the 7<sup>th</sup> and 8<sup>th</sup> grade teams won the state competition and were regional finalists. The 8<sup>th</sup> grade team is moving forward to the National competition. She reviewed the basis of their project and the research done by the students. The 8<sup>th</sup> grade team created an App to track exercise during chemotherapy based on recommendation of a Physical Therapist.

Ms. McCready thanked Ms. McDonald for representing women in these fields.

Mr. Wright stated how exciting it is that 8<sup>th</sup> graders are building Apps.

**A motion to move that the Andover School Committee vote to approve the proposed extracurricular trip for West Middle School students to travel to the eCYBERMISSION National Competition in Baltimore, MD on June 26-29, 2023, 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” was made by Ms. DiCesaro, seconded by Ms. McCready and unanimously approved by a 4-0 vote.**

### **2. West Elementary/Shawsheen SBC Update – Joel Blumstein provided the update to the School Committee. The Topping Off ceremony was mid-March. There are**

currently 44 sub-contractors working on this project under Gilbane. The framing of the walls is taking place, the roof is installed, flooring is installed, stairways and utilities are being worked on. Mr. Blumstein thanked Mr. Taverna for his involvement during this process. They are on budget and on target to finish on time to open next August. Traffic management and temporary closures were reviewed with the closing of Beacon Street directly in front of the school from June 19<sup>th</sup> to June 30<sup>th</sup> from 7am to 6pm, detours and emergency vehicle access. School access will be maintained for staff and all visitors and will be accessible from Lowell Street and Beacon Street from the south. The playground and grounds are closed to the general public from June 26<sup>th</sup> through August 26<sup>th</sup>. Vehicle lane restrictions were reviewed including the work to be done during this time period.

Ms. McCready thanked Mr. Blumstein for the communication through the project and how it will continue during the summer construction schedule. The information will be available on the Town website as well.

**3. SC Member: Liaison to MBTA Communities Working Group**

Dr. Conoscenti informed the School Committee that Ms. McCready has accepted a position on the newly organized MBTA Communities Working Group. Attorney John Foskett confirmed she can serve on the Town Board since it is not an appointed board, but a working group. Ms. McCready added that she is interested in multi-family housing in Andover and how this will impact the schools. She will bring updates back to the School Committee and communicate any questions the School Committee may have to the working group.

**A motion was made to move the Andover School Committee vote to approve Susan McCready as the School Committee Liaison to the MBTA Communities Working Group as presented was made by Mr. Wright, seconded by Ms. DiCesaro and approved by a vote of 3-0-1 with Ms. McCready abstaining.**

**4. Title Change: Director of Human Resources**

Dr. Parvey will be changing the title of the Executive Director of Human Resources who reports directly to the Superintendent to the Director of Human Resources who will report to the Assistant Superintendent of Finance and Administration. This will be a collaborative unit with Human Resources and Finance because many things should go through Finance before decisions are made in Human Resources. The position will be posted tomorrow. This is only a title change, not a position change.

**G. Consent Agenda**

1. **Grants/Donations to District** – Doherty Middle School Robotics Club from Teradyne in the amount of \$1,000.
2. **Minutes from October 20, 2022.**



**A motion that the Andover School Committee vote to approve the Consent Agenda as presented was made by Ms. McCready, seconded by Mr. Wright and unanimously approved 4-0.**

**A motion was made to adjourn the Andover School Committee meeting at 9:03pm by Ms. McCready, seconded by Mr. Wright and unanimously approved 4-0.**

Submitted By: \_\_\_\_\_ Approved \_\_\_\_\_  
Lynn Viselli, Recording Secretary Date

**Per the Massachusetts Open Meeting Law, the following is a list of documents that were either distributed to the Andover School Committee before the meeting in the packet or at the meeting.**

1. Agenda
2. Field Trip West Middle School
3. Consent Agenda