

Andover School Committee
Regular Meeting of September 12, 2013
School Administration Building - School Committee Room

Members in Attendance: Chairman Dennis Forgue, Annie Gilbert, Paula Colby-Clements, and Barbara L'Italien, and David Birnbach.

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

II. Regular Meeting

A. Call to Order/Moment of Silence/Salute to the Flag

Chairman Forgue called the meeting of the School Committee to order at 7:06 P.M.

Annie Gilbert asked for a moment of silence in memory of Maria Maggio the Interim Director of Plant and Facilities who passed away this summer. The Moment of Silence was followed by the Pledge of Allegiance led by West Elementary students Camille Storch (Grade 4), and Kane Goodman (Grade 5). On behalf of the School Committee, Mrs. Gilbert presented Camille and Kane with a Certificate of Appreciation.

B. Recognition/Communications

Superintendent McGrath recognized and congratulated the thirty-three Andover Public School teachers who obtained professional status this year which is an honor as it involves several classroom observations and evaluations for three years prior to reaching this goal.

Dennis Forgue recognized the Doherty Middle School students who participated in the September 11th ceremony in front of the Town Offices on Wednesday. The students read a poem and sang the National Anthem.

C. Communications

Chairman Forgue reported that a prospective to open a Charter School (STEAM Studio) in Andover has been submitted to the Department of Elementary and Secondary Education (DESE). Ten charter school applications have been submitted to DESE and they will announce which applications will move forward in the process by the end of September. It is noted by Chairman Forgue that Andover School Committee member David Birnbach is one of the proponents of the Charter School proposed for Andover which has raised some concerns regarding conflicting interests. David did consult with the Massachusetts Ethics Commission on conflicting interests and he met with Mr. Forgue last week to discuss the situation. School Counsel also provided guidance to Chairman Forgue. When appropriate, Mr. Birnbach will recuse himself issues that are considered to be in conflict.

David Birnbach reported that Mr. Duncan, Secretary of Education strongly recommends starting the school day later for secondary students (8:45-3:05) and the elementary level earlier (7:45-2:05). There are conflicts related to sports and he encourages the School

Committee to investigate this recommendation this year as it coincides with the new teacher contract and new bus contracts. He requested this be a future agenda time.

D. Public Input

Steve Fink, 26 Bateson Drive and a member of Sustainable Andover talked about the many exciting events happening at AHS with the green environmental initiative. Students are being matched with adults in a mentor/mentee situation involving experiences outside of the classroom and into the community for project-based learning. Town staff will be working with students and speaking about composting, conservation, community planning, and economic vibrancy. He recognized APS World Language Coordinator, Jorge Allen, for partnering Spanish language students with various organizations, and recently retired AHS Science Teacher, Jane Sontag, for her work in organizing the environmental programs.

E. Education

1. 2013-2014 School Opening

Superintendent McGrath reported the 2013-2014 School Opening was terrific despite the humid weather and the earlier than usual start, with absenteeism reported as low. Plant & Facilities pulled together the DMS and WMS site work and our custodial staff did a tremendous job preparing our schools in time for the new school year.

2. Summer Curriculum Work & Staff Development

Assistant Superintendent Nancy Duclos provided an overview of the staff development and curriculum work completed this summer by teachers and administrators. In all, 274 teachers participated in Staff Development initiatives and 75 teachers completed 1441 hours of curriculum work. The direction of the work was determined through the work of the curriculum advisories, department and faculty meetings, and other collaborative groups.

At the high school level curriculum work included writing common assessments for Science and Social Studies, curriculum revisions in Math, Social Studies, and Science and course development in Math, Social Studies, and Science. AHS Social Studies Teacher Katie Pina composed curriculum for a new course at AHS, entitled "Voices in Modern Middle East" and spent time in Turkey this summer learning about the culture in order to apply it to the development of the course.

At the middle school level, teachers worked on common assessments for Math and World Language, completed revisions to World Language curriculum, and developed a new Health Course. At the elementary level, teachers completed Assessment Writing using rubrics to score writing prompts, developed a co-teaching model, and gave a community presentation on World Language.

In August, thirty-five middle school teachers participated in a three-day workshop on project based learning with all administrators participating in a one-day workshop. The week of August 26th over 550 MacBooks were deployed, and teachers participated in TechCon 2013 the first district wide offering of technology courses such as MacBook basics, iLife, Using a Mac for Special Education Classrooms, iPad Training, 21st Century Teaching, and Garage Band, etc.

Mrs. Duclos thanked the Director of Digital Learning, Joanne Najarian, and the Technology Department for their work and dedication this summer to ensure the successful deployment of over 550 MacBooks and staff development technology course offerings to introduce teachers in the use of technology in their classrooms. The Technology Department accomplished much over the short span of 35 days this summer.

Superintendent McGrath also recognized the Technology Team for their work. She also reported they will also be partnering with Burlington and Wilmington on collaboration with Nextec.

3. School CIP Projects for 2014

Assistant Superintendent Paul Szymanski reported on the Capital Improvement Program (CIP) items completed this summer across the district. There were many small projects and several major initiatives that were accomplished in a short span of time. They have already begun work on the CIP for FY-2015 which is due in September. Mr. Szymanski recognized his staff, Ed Ataide – Interim Plant & Facilities Director, and all others who worked diligently to accomplish these projects.

4. New Bancroft School Update

Annie Gilbert reported the School Committee has been invited to a tour of the new Bancroft School on Friday, September 20th at 3:15 P.M. The project is moving along well and rapidly. The roof is on, moisture barrier on, drywall is being hung, classrooms are shaping up, the elevator has arrived and all is going along well.

Dennis and Annie attended a Town-wide PTO Meeting recently and redistricting was discussed. A redistricting sub-committee, process and timeline will be established and a decision on when the new building will open for occupancy and when the redistricting population would attend Bancroft discussed. They will also have conversations about the plan for Shawsheen School and the Pre-school Program.

Tom Deso, Chair of the Building Committee for Bancroft, said Ed Ataide is now a member of the School Building Committee, the wetlands replication work at Bancroft will begin in the next few weeks, and they are on schedule and under budget.

5. PARCC Field Test

Superintendent McGrath presented an overview of the PARCC Field Test (Partnership for Assessment of Readiness for College and Careers) which will replace the MCAS Test in two years and geared to the Common Core. The pilot tests will be in English Language Arts/literacy and math for grades 3-11. It is a computer based test with two summative assessment components and slated to begin in the 2014-2015 school year. Andover has been chosen by the DESE as a test site. Testing will be done at all levels but not at every school (none at Shawsheen or Sanborn). Roughly 87,000 students in Grades 3-11 in Massachusetts schools will participate. Students who are taking the MCAS Alternate Test will not participate in the field test. The next steps include confirming our participation by September 18th, accessing technology, conducting information sessions for principals and administrators to prepare for the tests.

F. Old Business

1. FY-14 Subcommittees

Chairman Forgue requested the assistance of the other School Committee members to cover sub-committees that David Birnbach may not be able to participate in due to his involvement in the proposed charter school. David Birnbach spoke about his focus, which will be what is best for students. The Massachusetts Ethic Guidelines are very clear and he noted that he reached out to them for guidance. He plans on following said guidelines and does not see any conflicts with the sub-committees he is on.

Barbara L'Italien motioned for the School Committee to consider David Birnbach's participation as a direct member of the Budget Sub-committee.

The Committee discussed the guidelines, if they need more clarity, and where they feel potential conflicts could lie.

There was no second. Motion failed.

Barbara L'Italien motioned to appoint Dennis Forgue and Annie Gilbert as members of the Facilities Su-committee. The motion was seconded by Annie Gilbert and voted 4-0-1 to approve. David Birnbach abstained.

Barbara L'Italien motioned to appoint Annie Gilbert and Dennis Forgue to continue to serve on the Budget Sub-committee. The motion was seconded by Paula Colby-Clements and voted 5-0.

It was agreed they would wait for the DESE's decision on which Charter Schools move forward in the process before making any further decisions.

2. Unaudited End of Year Financials FY-13

Paul Szymanski reported on the Unaudited End of Year Financials for FY-13 of which \$128,936 was returned to the Town. He reported the Circuit Breaker account for FY-13 reflected a 65% reimbursement from the State and asked if they should stay with the expectation of a 65% reimbursement or increase it to a 75% figure going forward. The ending balance of the account for FY-13 is \$1,629,762.67 which will be the FY-14 beginning balance. Barbara L'Italien suggested they stay with the 65% expectation. Mr. Szymanski also reviewed the Out of District Management Report

G. New Business

1. FY-14 Chapter 70 Funds

Dennis Forgue reported there is \$350,000 in unappropriated Chapter 70 funds. A Town Meeting is required to appropriate the funds. The School Committee members talked about use of the additional Chapter 70 funds and if they should pursue a Special Town Meeting to appropriate the funds, or not. They will check with the Town to see if a Special Town Meeting is being planned for any other reason.

2. Disposal of Surplus School Equipment

Mr. Szymanski received a request from Shawsheen School to dispose of outdated textbooks. Per the town Charter, the School Committee has to vote and approve final disposal transactions of textbooks.

Annie Gilbert moved that the Andover School Committee vote to approve the disposal of the school surplus property as presented. The motion was seconded by Paula Colby-Clements and voted 5-0 to approve.

H. Consent Agenda

1. SC Minutes: SC Workshop August 20, 2013 adjourned at 1:40 PM
2. Warrants: Payroll Warrants: 14S008, 14S009, 14S010, 14S011
Expense Warrants: SW1403, SW1403A

On a motion by Annie Gilbert and seconded by David Birnbach, the Andover School Committee unanimously voted to approve the Consent Agenda as presented.

III. Adjournment

At 10:15 P.M. on a motion by Paula Colby-Clements and seconded by Annie Gilbert, the Andover School Committee voted 5-0 to adjourn the Regular Meeting of September 12, 2013.

Respectfully submitted,

Dee DeLorenzo

Dee DeLorenzo, Recording Secretary

Documents: 2013 Unaudited EOY Financials
Minutes of August 20, 2013 Workshop
Warrants
Surplus Textbook/Supply Disposal Inventory Form – Shawsheen
Letter from Commissioner of DESE regarding PARCC