

ANDOVER SCHOOL COMMITTEE
WORKSHOP MEETING MINUTES – AUGUST 26, 2014

Date: August 26, 2014
Time: 9:00 am
Place: Conference Room “B”, Central Office Building
Present: D. Birnbach, J. Blumstein, P. Colby-Clements, A. Gilbert
Absent: B.L’Italian
Also Present: M. McGrath, P. Szymanski, N. Duclos, E. Ataide

1. A. Gilbert called the meeting to order at 9:07 am.

2. FY 16 Capital Improvement Plan

P. Szymanski stated that the FY16 Preliminary CIP requests would be submitted to the Town Manager on September 5, 2014.

- FY16 School Maintenance projects-Requested but not eligible as CIP
- SCH-1 School Projects- All Schools
- SCH-2 School – Projects by Building
- SCH-3 Textbooks
- SCH-5 Major School Projects
- SCH-7 School Site Improvements Plan
- SCH-X AHS Track Replacement
- Andover HS Report-Complete May 22, 2014
- PK Study Report draft 7.14.14
- PK Study Revised page w/ probable cost DRA 8.1.14
- FY 2016 CIP Planning Calendar

P. Szymanski and E. Ataide reviewed each of the above FY 16 CIP articles. P. Szymanski informed the committee that he had to remove a number of projects from SCH-2 with estimated costs less than \$15,000. They all need to be addressed; so he created a project listing reflecting a full accounting of current requests which may be covered with Ed Ataide’s SCH-1 CIP but the Town Manager’s CIP Memo reads in part “...*Projects less than \$15,000 are not to be included in the CIP, but may be funded, when possible, through your department operating budget....*”

The committee discussed the needs for special education students and student on 504 plans regarding acoustic tiles and other renovations that are needed on an annual basis. E. Ataide and P. Szymanski reviewed and responded to questions regarding “SCH-7 School Site Improvement Plan” and a request that Don Doucette made for replacement of the running track at the High School (SCH-X AHS Track Replacement). N. Duclos is working on SCH-3 is Textbooks with Program Coordinators and stated that of the HS schedule changes in September 2014, there will be additional costs for textbooks since we do not have a sufficient number for yearlong courses.

With respect to future capital project needs and discussion, P. Szymanski also included the DRA feasibility studies. The documents will support discussions related to the High School, Shawsheen and Sanborn which will be held at the September workshop date to be determined by the Committee.

3. Discussion: Framework for School Committee work during 2014-2015

A. Gilbert lead a discussion which gave committee members the opportunity to reflect on the past year's school committee framework for its work and how it wished to proceed for 2014-2015. Members stated they wished to continue with a once a month night meeting for business items and for presentations on the educational program. They also stated that they would like to continue with a monthly workshop format during the day as "working sessions". The committee committed to a workshop in September focused on the space needs since there is no desire on the part of the town to support a warrant article to adding on to the high school at this time given other capital needs in the town, for example, the town yard. A second workshop will be devoted to the budget process for FY 16. Members agreed that the dates should be set for the year by the end of September.

4. Education - FY 15 Staffing Requests: Special Education and English Second Language

Dr. McGrath reviewed the need to add 3.00 FTE teacher positions and up to 6.8 Instructional Assistants to meet the programming needs of the LEAP (Gr. 3-5), BRIDGES (PK-1, 6-8, 9-12), Social Thinking (Grades 9-10), EXCEL (Gr. 6-8), special education kindergarten students and the increase in ESL student needs resulting from new student registrations. She explained that the special education staffing needs are the result of 11 newly registered students to Andover from other communities and out-of-state whose IEPs have 1:1 IAs written into them and/or inclusion requirements as well as developmental range limitations in classrooms, or class size caps as per regulations. Dr. McGrath stated that the approximate cost of these positions is \$330,512. She expects that the positions can be funded through existing budget funds and anticipated savings from late summer retirements. If needed, she said they will "freeze" the budget for all expenses that are not related to health and safety.

Dr. McGrath also informed the committee that the district experienced a surge of registrations from the new complexes - 16 first graders registered at High Plain since mid-July. The High Plain class size is up to 25 in grade one, so they are enrolling the children at Shawsheen because (1) classroom space is available since the Shawsheen grade one classes are at 17-18, and (2) the district has the ability to transport students to the Shawsheen School which is why Dr. McGrath is not adding a grade 1 teacher at this time, but will likely have to add a grade 2 teacher in FY 16 since the students will return to High Plain.

5. Consent Agenda - Warrants

P. Szymanski presented the warrants and stated all was in order. P. Colby-Clements moved that the Andover School Committee vote to approve the consent agenda as presented. J. Blumstein seconded. Vote: 4-0-0.

6. Adjournment

P. Colby-Clements moved that the Andover School Committee vote to adjourn. J. Blumstein seconded. Vote: 4-0-0. Meeting adjourned at 11:07 am.

Respectfully submitted,

Marinel McGrath
Acting Secretary