

**Andover School Committee  
Minutes of December 14, 2017**

**Members in Attendance:** Chair, Susan McCready, Vice-Chair, Shannon Scully, Joel Blumstein, Paul Murphy, and Ted Teichert

**Others in Attendance:** Superintendent Berman, and Assistant Superintendent Paul Szymanski, Assistant Superintendent Nancy A. Duclos.

**I. Call to Order**

Susan McCready reconvened the School Committee to order at 6:38 P.M. in the School Committee Room located on the 2<sup>nd</sup> floor of the School Administration Building. Present: Paul Murphy-Y, Joel Blumstein-Y, Ted Teichert-Y, Shannon Scully-Y, and Susan McCready-Y.

**II. Executive Session**

At 6:30 P.M. Joel Blumstein moved that the Andover School Committee enter into Executive Session for Purpose 3: To conduct strategy session with respect to collective bargaining (administrators, Custodial, Food Services, Instructional Assistants, Secretarial, LPNs Union and School Independent Unit) as an open meeting may have a detrimental effect on the bargaining position of the Andover School Committee and will reconvene in Open Session for a Regular Meeting at 7:30 P.M. not to return to Executive Session. The motion was seconded by Paul Murphy. Roll call: J. Blumstein-Y, T. Teichert-Y. P. Murphy-Y, S. Scully, and S. McCready-Y. The School Committee adjourned from Executive Session at 7:30 P.M.

**III. Regular Meeting**

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

Susan McCready reconvened the School Committee to order at 7:40 P.M. The meeting began with a Moment of Silence followed by a Salute to the Flag.

**B. Recognitions & Communications**

Dr. Berman reported that Andover has been invited to participate in the next phase of a new building project by MSBA yesterday for replacement of West Elementary School. The request is a confirmation of the work submitted by Ed Ataide.

Additionally, Dr. Berman reported on instances of swastika signs carved onto desks at AHS and on the bathroom wall at DMS. Staff is working with the Anti-Defamation League, and local clergy, and will have a dialogue with our community and students and provide educational awareness curriculum. This act is something that does not represent Andover well. The vast number of students represent Andover's integrity, and we all have to stand up to this kind of intolerance. After reading two paragraphs from a statement by Rabbi Goldstein, Dr. Berman thanked the School Committee for the strong stance they have taken against these acts.

Susan McCready recognized Dr. Berman and AHS Principal Conrad for handling these incidents so swiftly and she is sorry about how this has affected the community. Joel expressed his full support for what Dr. Berman, Phil Conrad, Andrew Flanagan, and the Chief of Police are doing in responding to this hate crime. We value everyone no matter their race or religion. Ted Teichert said this is not who we are and people need to stand up against hate crimes.

Joel reported that he and Paul Murphy attended a meeting of the Audit Committee where they report how we are doing as a town financially after completing a study of our books. The Report by the Audit Committee was a good one.

Shannon Scully provided a summary of the community forum held by the AHS Facility Study Group. The presentation included an update on the feasibility study being conducted to address overcrowding and facility modernization at AHS. The turnout was good, and the architects from HMFH gave a readout on where we are in the process and what the timeline might be. Members of the AHS Facility Study Group, including Chair Annie Gilbert, hold an open meeting in the School Committee Room every Monday morning which is recorded and available on the school website. The Community project needs community input.

Susan McCready and Joel Blumstein reported that no one attended the School Committee Informal conversation held last Tuesday..

Susan, Shannon, and Joel attended the Capstone Review at AHS overseen by Rebecca D'Alise and Steve Chinosi. The projects high school students are pursuing are very interesting. Thank you to the faculty for their support in making this happen. Susan wished everyone a happy and peaceful holiday season. The School Committee will meet next in January of 2018.

### **C. Public Input**

Jen Warren, 7 Reservation Road, is following up on changes to the elementary report card structure and shared the concerns of parents and parents of children on IEP's. She asked if a date has been set for a parent forum, and how the meeting will be announced to parents.

### **D. Response to Public Input**

Nancy Duclos replied that a Report Card Task Force will be setup after the holiday break. Meetings will be held with teachers to ask questions so we can get a more holistic view and how most effectively to include parents in this process. 1. Senior Class Capstone and Global Engagement Students  
Steve Chinosi, Director of Innovation along with AHS Teacher Rebecca D'Alise, provided an update on the Sr. Class Capstone Pilot Program. Rebecca is overseeing the Capstone K-12 Pilot Team funded by ACE which has 40 students participating. This authentic learning experience engages students in the collaborative creation of products or solutions that require extended focus over time, matching complex real world tasks, and integrates knowledge from multiple disciplines. Five high school students who participated in the Senior Class Capstone Project/Global Engagement, Margaret LaMar, Allison Bolton, Emily Gould, Gabby Vaccaro, and Kate Freeland, shared their projects and experiences with the School Committee.

### **E. New Business**

#### **1. Assistant Superintendent Screening Process**

Dr. Berman distributed information on the screening process for the selection of the Assistant Superintendent for Teaching and Learning to the School Committee. This is an attractive position and Dr. Berman expects a large number of candidates will apply. The opening has been advertised in the appropriate papers/places. The School Committee appoints the Assistant Superintendent and Paul Murphy has offered to represent the School Committee as part of the Preliminary Screening Committee. The School Committee actively participates in Phase I only. Susan suggested the School Committee delegate the process to Dr. Berman, not the decision. The School Committee can participate in Phase 3, meet the finalists and have an opportunity to talk with them, before voting a final decision on Dr. Berman's recommendation.

#### **2. MAP Update**

Dr. Duclos presented the recent MAP Testing Data to the School Committee explaining that this is a computer adaptive assessment, administered during Oct-Nov 2017 for the first time, providing baseline data in Math & Reading for all students in Grades 3-6 and some students in Grade 7-10. Results are measured in RIT Scores which is a mean score that measures growth over time. The next administration of the testing will be in June 2018. Parent notifications will be available in January and late June through the Aspen Parent

Portal. Dr. Duclos displayed and explained a sample of the Student Progress Report that parents will be receiving via the ASPEN portal. MAP is a comprehensive test and is very objective, giving yet another piece of data to use in evaluating student progress.

### 3. Facilities Discussion- West Elementary Update

Dr. Berman reported on the four step approval process with MSBA. The School Committee will be presented for approval with the Compliance Agreement and the article and motion language for approval of feasibility study funds by annual town meeting, at the January 11<sup>th</sup> School Committee meeting. Following, a detailed list of the Building Committee members will be submitted to MSBA. After which the educational program profile is submitted along with enrollment projections. Once Town Meeting authorizes expenditure of funds for the feasibility study, the Town appropriates the total amount. MSBA reimburses us using the prior percentage set in last project (41%) of what was spent. We will work with MSBA to hire an architect, and launch into the feasibility study process which usually takes about a year to 18 months. During that process MSBA will be asking a lot of questions from which decisions will be made. At the end of the feasibility study, we will know what will be built, the design, and the cost.

4. Addition of Tolerance Statement to Policy AB: "The People and Their School District" First Reading: In September the School Committee released a tolerance statement and the Policy Sub-committee is asking the School Committee to consider the addition of "The People and Their School District" which is a broad statement of value the School Committee wants to express by adding a fourth statement into the School Committee Policy AB. The Committee will send any suggestions /changes to the statement to the Joel or Susan. As this is a first reading, no action taken.

### 5. DESE – Student Learning Time Request

Joel Blumstein explained the letter he drafted to send to the Commissioner of DESE with input from Brad Weeden on the suggestion to have three 3 full day/Professional development release days instead of 6 half days. The request is a change to DESE's regulations, taking 3 of the 180 school days and using them for professional development on certain conditions, including still meeting the full 990 hours for instruction in the upper grades and 900 hours in lower grades which is required in DESE regulations concerning student learning time. This change provides more options for professional development, less disruption and stress for parents, savings on transportation costs, and improved environmental impact for the three less days of bussing. Mr. Weeden said they are not increasing or decreasing the learning time, but repacking the learning time and actually increasing student learning time.

Joel Blumstein moved that the School Committee authorize the Chair, Susan McCready, to submit the letter from the Andover School Committee to the Board of Elementary and Secondary Education, Chair that recommends the change to student education. The motion was seconded Shannon Scully and voted 5-0 to approve.

### 6. Transportation Bids

Paul Szymanski reported on his meeting with John McCarthy President of North Reading Transportation (NRT) & Trombly Motor Coach Services, Inc., to negotiate year two of the option to an extension of service for seven transportation contracts. In FY18 the year one option of the two one-year options to extend was used. In the spring of 2018 we will have to advertise and bid all seven contracts.

#### a. Regular Ed and Mid-Day Kindergarten Transportation

Joel Blumstein moved that the Andover School Committee vote to extend, for one additional year, an existing transportation contract for regular route buses, and mid-day kindergarten effective July 1, 2018 through June 30, 2019 to Trombly Motor Coach Services, Inc., of Dracut, MA pricing per bid dated October 5, 2017. The motion was seconded by Shannon Scully and voted 5-0 to approve.

b. Extracurricular, Field Trips and Athletic Transportation

Shannon Scully moved that the Andover School Committee vote to extend for one additional year, an existing transportation contract for extracurricular, field trips, and athletic transportation effective July 1, 2018 through June 30, 2019 to Trombly Motor Coach Services, Inc., of Dracut, MA., pricing per bid dated December 5, 2017. The motion was seconded by Ted Teichert and voted 5-0 to approve.

c. In-Town Special Needs Student Transportation Services –School Year

Ted Teichert moved that the Andover School Committee vote to extend for one additional year, an existing transportation contract for In-Town Special Needs Student Transportation Services for our school year program effective July 1, 2018 through June 30, 2019 to NRT Bus, Inc. of Methuen, MA pricing per bid dated December 5, 2017. The motion was seconded by Paul Murphy and voted 5-0 to approve.

d. In-Town Special Needs Student Transportation Services- Summer Programs

Paul Murphy moved that the Andover School Committee vote to extend for one additional year, an existing transportation contract for In-Town Special Needs Student Transportation Services-Summer Programs effective July 1, 2018 through August 31, 2018 to NRT Bus, Inc. of Methuen, MA pricing per bid dated December 5, 2017. The motion was seconded by Joel Blumstein and voted 5-0 to approve.

e. Out-of-District Special Needs Student Transportation Services-School Year

Joel Blumstein moved that the Andover School Committee vote to extend for one additional year, an existing transportation contract for Out-of-District Special Needs Student Transportation Services for our School Year Program effective July 1, 2018 through June 30, 2019 to NRT Bus, Inc. of Methuen, MA pricing per bid dated December 5, 2017. The motion was seconded by Shannon Scully and voted 5-0 to approve.

f. Out-of-District Special Needs Student Transportation Services-Summer Program

Shannon Scully moved that the Andover School Committee vote to extend for one additional year, an existing transportation contract for Out-of-District Special Needs Student Transportation Services Summer Programs effective July 1, 2018 through August 31, 2018 to NRT Bus, Inc. of Methuen, MA., pricing per bid dated December 5, 2017. The motion was seconded by Ted Teichert and voted 5-0 approve.

**F. Old Business**

**1. Approval APS School Calendar (2018-2019)**

On November 9<sup>th</sup> the School Committee expressed their interest to vote a school calendar for the 2018.19 school year. The consensus of the Committee was to vote sooner rather than later and had already removed Option A from consideration during a previous meeting, at the request of the AEA. Susan McCready attended the AEA Executive Board meeting on December 7<sup>th</sup> to ask the AEA to hold a vote of their membership to waive their September 1<sup>st</sup> start date clause in order to provide an opportunity to begin the school year before Labor Day.

The AEA Executive Board decision was not to take a vote of the membership to waive their contract condition to start before September 1<sup>st</sup>. It is unfortunate that the AEA Executive Board did not approve to take this vote to their full membership. This leaves only one calendar option for the School Committee to consider for 2018/19, with both teachers and students returning after Labor Day.

The School Committee discussed options to consider for regaining days during the school year (i.e. reconsideration of week-long vacation days and handling of religious holidays) noting that serious discussions have to take place with the community to make significant change the calendar. Paul Murphy said we should vote on this calendar tonight and start conversations for the 2019 -2020 school year.

Paul Murphy moved that the Andover School Committee vote to approve Version D as the 2018-2019 APS Calendar. The motion was seconded by Ted Teichert and voted 5-0 to approve.

**2. Clinical Director Job Description:**

Per Policy GCA, Professional Staff Positions, the School Committee is required to review and vote any new job descriptions. The job description of the Clinical Director is presented this evening for approval. The

Committee previously voted to approve the hire, but had not voted on the job description itself.

Joel Blumstein moved that the Andover School Committee vote to approve the APS Clinical Director Job Description as presented. The motion was seconded by Shannon Scully and voted 5-0 to approve.

### **3. FY19 Budget Update**

Dr. Berman distributed a level service budget document and analysis confirming all staff positions and the totals were slightly over 4% increase; level services with the inclusion of the bolded items (Staff positions). There are 4 positions we need to add but equate to .8 position.

The FY2019 Budget requested: \$66,524,891 Personnel Salaries and Expenses of \$15,417,772 for a total budget of \$81,942,663 which is \$2,605,492 over FY-18. The Town Manager Recommends a total of \$82,510,618 which is \$3,173,48 above the amount requested (4%) leaving a gap of \$58,005. Summary of the Total Increases is \$3,2321,492 a change of 4.07%

It may be possible to offset some funds from the revolving account towards the significant deficit in the Athletics Budget. They are still looking at the budget to see where compromises can be made. Textbooks could be a three-year phase in for the Literacy Project (\$300,000 for 3 years). The Committee talked about options to apply/reduce/extend textbooks expense. Removing the cost of textbooks from the CIP back into the School Operating Budget increases the operating budget costs and places constraints on the budget. Continued discussion at the January 2018 meeting.

### **H. Consent Agenda**

Warrants: Expense SW1814; Payroll 18S024 and 18S023

Minutes: November 9 Regular Session and Tri Board Meeting; November 16 Workshop

On a motion by Paul Murphy and seconded by Ted Teichert, the School Committee voted 5-0 to approve the Consent Agenda as presented with the amendment to the November 9, minutes.

### **I. Adjournment**

At 10:30 P.M. on a motion by Shannon Scully and seconded by Paul Murphy the School Committee voted 5-0 to adjourn the meeting of December 14, 2017.

Respectfully submitted,

Dee DeLorenzo  
Recording Secretary

Documents: MAP Presentation  
Budget Information