

School Committee Meeting Minutes of February 7, 2019

Members in Attendance: Chair, Shannon Scully, Vice-Chair, Paul Murphy, Joel Blumstein, Susan McCready, and Tracey Spruce (teleconferenced in and necessitating all votes taken by roll call)

Others in Attendance: Superintendent Berman, Assistant Superintendent Paul Szymanski, Assistant Superintendent for Student Services Dr. Sara Stetson, and Assistant Superintendent for Teaching and Learning Sandy Trach, and AHS Liaison Ben Roldan.

I. SC Regular Open Session Meeting- Call to Order

The Chair called the meeting to order at 6:30 P.M. in the School Committee Meeting Room located in the School Administration Building.

II. Executive Session

Paul Murphy moved for the School Committee to meet in executive session pursuant to M.G.L. chapter 30A, sec. 21(a) for Purpose 3, to conduct strategy with respect to collective bargaining (secretaries and IAs) as an open meeting may have a detrimental effect on the bargaining position of the Andover School Committee, and to reconvene in Open Session not to return to executive session. The motion was seconded by Joel Blumstein. Roll call: P. Murphy-Y, S. McCready-Y, T. Spruce-Y, J. Blumstein-Y, and S. Scully-Y.

III. SC Regular Meeting Resumes

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

A. The Chair called the meeting to order at 7:03 P.M. The meeting began with a Moment of Silence followed by the Pledge of Allegiance. Thank you to the students and faculty of West Middle and Shawsheen Elementary for the wonderful artwork displayed in the School Administration Building and School Committee Room.

B. Recognitions & Communications

Dr. Berman announced that Becky Franks will be retiring as Principal of West Middle Schools in October. He recognized Becky for the many accomplishments she has made during her 25 years in Andover, especially the positive nature she brings to all.

Steve Chinosi, Director of Strategic Innovation, shared information on upcoming events students and faculty are participating in. A team of Gr 6-12 faculty members have been invited to speak at the Global Educators Conference in Atlanta, Georgia in April, students from AHS IDEA Studio have been invited to speak at Stanford's FabLearn Conference at Columbia University on the food computer they constructed and awarded a medal in Being last year, and students in Andover's Entrepreneurship Club, (run by Mike Messina) will participate in the ED-APP Challenge where students are challenged to create educational apps that will identify and research problems and design human-centered solutions.

Today was the last of the three-day One Community, One Nation (OCON) Institute held at the Addison Gallery where Andover teachers participated in Social Studies Curriculum development.

Dr. Berman shared information from the Legislative briefing on the Circuit Breaker held yesterday at the State House that was well attended. The Governor's budget provides assistance for the

Circuit Breaker which is currently funded 67.8%, but should be at 75%; a difference of \$85,000 for Andover. There are three bills in play to implement changes to the Chapter 70 Formula Foundation Budget that could potentially increase education funding from the State.

Sandy Trach reported that the elementary schools are in the third-phase of the Literacy Shared Reading Initiative, and the Early Release Day on February 1st provided opportunities for teachers across the District to participate in productive workshops including Early Childhood, Elementary Literacy, Novel Engineering, Facing History, etc.

Paul Szymanski and Joel Blumstein attended the Retirement Board Meeting this morning. A report on the budget for the Year-ending June 30, 2018 was given by the Audit Team from Powers & Rogers. The report recommended the development and implementation of a formal procurement policy and that the Town work towards full implementation of the procurement model (online purchase orders). It is a work in progress and we look forward to having the program implemented. A report on the Federal Award Programs and Federal Grant Audits, found no inefficiencies, non-compliance, and no material weaknesses. The Town of Andover received a Certificate of Excellence for Financial Reporting.

Sara Stetson enjoyed spending the Release Day with Sandy working with Pre-school children and staff at Shawsheen School. She also reported that some staff are enrolled in a course titled 'Beyond Orton-Gillingham'.

Joel Blumstein attended a meeting of Booster Club members along with Bill Martin, Athletic Director, to discuss student fundraising, annual submittal on fundraising activities, forms, how to go about obtaining the 501 (c) 3 Tax Status, etc. and encouraged the Boosters to partner with other groups. They also advised the Booster Organization that they can not hire coaches.

The School Committee will hold an informal Meeting on Wednesday, February 13th at Memorial Hall Library starting at 9:00 A.M.

A Formal Budget Hearing on the FY-2020 School Budget will be held Thursday, February 28th at 7:00 P.M. The School Committee will also hold a workshop meeting on Friday, March 15 at 8:00 A.M.

C. Public Input

Karen Winship, Fairway Drive, looked into the waiver on SEPAC through DESE and found it to be upsetting that the waiver had been applied for three times in the last two years and was approved because of zero membership which is untrue, to her knowledge there is a list of about 300 members. Not all parents received an email about the new Special Education Parent Advisory Group. She would appreciate a response to the email she sent.

Ted Teichert, Dufton Road, asked who the School Committee Liaison to SEPAC is. He was startled to learn about the waiver and is disgruntled if the waiver happened while he was on the School Committee. He would like to know the dates of the Waivers.

Brad Weeden, 5 Summer St. Would like the School Committee to consider a plan to provide frequent volunteer non-employee visitors pre-clearance for easy access into the school buildings.

D. Response to Public Input:

Shannon Scully responded that Andover has a waiver from DESE until 2021 to build a SEPAC group. There have been no meetings, no websites or communications; the administration applied for a waiver as a compliance issue. The application is readily available to be sent to anyone. Steps have been taken to organize a productive SEPAC, please reach out to Dr. Stetson if you are interested in participating. There has not been a School Committee liaison since Ted Teichert left the School Committee. Sara Stetson said it is important to understand that the waiver is for compliance, not for SEPAC. The application for a waiver was not a request to not have a SEPAC, but a request to not be out of compliance since there currently is no SEPAC organization.

Paul Syzmanski said there is a process to obtain clearance for entry into buildings and he will take the request to Plant and Facilities.

E. Education

1. WHMS Field Trip to Quebec/Montreal Canada April 13-17, 2019 changed from New Orleans Sandy presented information

WHMS faculty member, Zoe Cabaret-Salameh, with the support of her Program Advisor, Jorge Allen and Principal Patrick Bucco, would like to provide an opportunity for student in an 8th grade French Course at WHMS to visit Quebec and Montreal Canada. Originally the proposal for a trip to New Orleans (which the SC voted to approve on May 10, 2018), but there was lack of interest. Therefore, they have elected to go back to Canada knowing this is more popular venue. The trip will take place over April Vacation.

Susan McCready moved that the Andover School Committee vote to approve the proposed extracurricular trip for Wood Hill Middle School Students to Quebec/Montreal Canada on April 13-17, 2019 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". The motion was seconded by Paul Murphy. Roll call: P. Murphy-Y, S. McCready-Y, T. Spruce-Y, J. Blumstein-Y, and S. Scully-Y. Motion passes 5-0.

F. New Business

1. ATM School Department Revolving Account

There are many school districts in Massachusetts interested in Andover's work with the new Social Studies Standards, with 25 School Districts interested in participating in the Institutes to carry the work back to their District. The cost of the Professional Development Institute(s) would be charged to the individual school districts, necessitating the need to establish a revolving account to deposit incoming checks. This request is specific to the DOR Statute.

Article XX:

To see if the Town will vote to accept the provisions of Massachusetts General Law Chapter 44 Section 53E ½ to allow all moneys received by the School Department in connection with a fee based, Andover lead professional development institute for teachers and educators or take any other action related thereto.

Joel Blumstein moved that the Andover School Committee vote to approve the proposed ATM Article for the creation of a School Department Revolving Account. The motion was seconded by Susan McCready. Roll call: P. Murphy-Y, S. McCready-Y, T. Spruce-Y, J. Blumstein-Y, and S. Scully-Y. Motion passes 5-0.

G. Continuing Business

1. FY20 Budget Assumption Guidelines revised

The Budget Assumption Guidelines is being re-voted because of the change in the FY20 Circuit Breaker Reimbursement Forecast of 72% (\$1,858,839) down to 68.7% (\$1,773,642) and the Budget Guideline Documents will be revised to reflect the change.

Susan McCready moved that the Andover School Committee vote to amend the FY20-Budget Development Guidelines due to the reduction of the estimated Circuit Breaker Reimbursement from 72% to 68.7%. The motion was seconded by Joel Blumstein. Roll call: P. Murphy-Y, S. McCready-Y, T. Spruce-Y, J. Blumstein-Y, and S. Scully-Y. Motion passes 5-0.

2. FY20 Preliminary Budget

The Superintendent provided an update of the preliminary budget for FY-2020 based on all the financial analysis to date and an overview of the Chapter 70 Funding.

The governor’s budget provides an increase in Chapter 70 funding to Andover at \$646,569 more than anticipated. However, the Circuit Breaker funding in the governor’s budget is \$85,000 less than anticipated. The current budget proposal utilizes some of the Circuit Breaker Reserve to fund the school budget leaving approximately \$500,000 in the Circuit Breaker Reserve.

Projected for FY 2020 Chapter 70	\$	211,913	
Increase above projection	\$	646,569	
Chapter 70 increase proposed by Town Manager for the school department:			\$93,000

Dr. Berman reviewed the updated items included in the FY2020 budget, and the list of items needed but not included.

Joel Blumstein moved that the Andover School Committee vote to adopt the Superintendent of Schools’ recommendation for the preliminary FY-20 Operating Budget in the amount of \$85,604,808 subject to further public input and consideration of other relevant information, including an expected increase in allocation from Chapter 70 Aid, with a final budget vote to be take prior to Town Meeting. This preliminary amount would consist of the following: Personnel \$69,871,040 and General Expense \$15,733,768. The motion was seconded by Susan McCready. Roll call: P. Murphy-Y, S. McCready-Y, T. Spruce-Y, J. Blumstein-Y, and S. Scully-Y. Motion passes 5-0.

3. FY20 Preliminary Warrant Articles

The Committee discussed some of the Town Meeting warrant articles beyond school articles that it might consider voting on at a future meeting.

4. Policies

AC, AC-R (Non-discrimination) 2nd Reading and GBBA (Harassment prevention and response policy to remove)

Susan McCready moved that the Andover School Committee vote to approve the proposed Policies AC, AC-R (Non-discrimination) as presented. The motion was seconded by Joel Blumstein. Roll call: S. McCready-Y, P. Murphy-Y, T. Spruce-Y, J. Blumstein-Y, S. Scully-Y. Motion passes 5-0.

Susan McCready moved that the Andover School Committee vote to remove existing policy GBBA. The motion was seconded by Paul Murphy. Roll call: P. Murphy-Y, S. McCready-Y, T. Spruce-Y, J. Blumstein-Y, and S. Scully-Y. Motion passes 5-0.

H. Consent Agenda

1. **Warrants:** In order: Expense: SW1917 and SW1917A; Payroll: 19S032 and 19S031
2. **Minutes:** Dec. 5, 2018 Triboard Meeting
3. **Grants/Donations to District:**

Joel Blumstein moved that the Andover School Committee vote to approve the Consent Agenda as presented. The motion was seconded by Paul Murphy. Roll call: P. Murphy-Y, S. McCready-Y, T. Spruce-Y, J. Blumstein-Y, and S. Scully-Y. Motion passes 5-0.

I. Adjournment

On a motion by Susan McCready and seconded by Paul Murphy, the School Committee moved to adjourn from the meeting of February 7, 2019 at 9:06 P.M. Roll call: P. Murphy-Y, S. McCready-Y, T. Spruce-Y, J. Blumstein-Y, and S. Scully-Y. Motion passes 5-0.

Respectfully submitted,

Dee DeLorenzo
Recording Secretary

Documents: Financial Documents OUD Tuitions and Circuit Breaker Funding
FY-2020 Budget Development Assumptions and Guidelines
FY-2020 Recommended Budget