

**Andover School Committee
Minutes of June 20, 2019**

Members in Attendance: Chair, Joel Blumstein, Vice-Chair, Tracey Spruce, Paul Murphy, Susan McCready, and Shannon Scully.

Others in Attendance: Superintendent Berman, Paul Szymanski Assistant Superintendent for Finance and Administration, Dr. Sara Stetson, Assistant Superintendent for Student Services, Sandy Trach, Assistant Superintendent for Teaching.

I. SC Regular Open Session Meeting- Call to Order

The Chair called the meeting to order at 5:30 P.M. in the School Committee Meeting Room located in the School Administration Building.

II. Executive Session

At 5:30 P.M. Susan McCready moved for the School Committee to meet in Executive Session pursuant to M.G.L. chapter 30A, sec. 21(a) for Purpose 2, to conduct a collective bargaining session with the Andover Education Association, specifically to hear a Level Three class action grievance regarding disciplinary actions; and Purpose 3, to discuss strategy with respect to collective bargaining, specifically to deliberate regarding the response to the Level Three class action grievance filed by the Andover Education Association regarding disciplinary action because an open discussion may have a detrimental effect on the bargaining position of the Committee. The motion was seconded by Shannon Scully. The Chair so declared that an open discussion may have a detrimental effect on the bargaining position of the Committee. The Committee will reconvene in Open Session at approximately 7:00 P.M. Roll call: S. Scully-Y., Murphy-Y, S. McCready-Y, T. Spruce-Y, and J. Blumstein-Y.

III. SC Regular Meeting Resumes at

The Chair reconvened the meeting at 7:05 P.M. Paul Murphy is unable to attend the meeting in person but is participating remotely.

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

The meeting began with a Moment of Silence followed by a Salute to the Flag.

B. Recognitions & Communications

Jennifer Hunt, the newly appointed Principal of West Elementary School, was introduced to the School Committee by Dr. Berman. Jennifer is looking forward to getting to know everyone and becoming part of the Andover Community.

Peter Comeau, Coach of the Boys' and Girls' AHS Track Teams introduced members of the AHS Girls' Indoor Track Team who won the MIAA Division I State Indoor Track and Field Title in February. It was the first Indoor Division 1 Title in AHS History for the Girls' Team. This is Coach Comeau's 8th Division I State Title.

Dr. Berman said we had a very effective close of school this year. The schools held Celebrations of Learning, concerts, and yesterday we had a closing with staff and faculty.

Sandy Trach spoke about the 2019 Summer Professional Development Offerings. Today, 75 educators attended the BAS Literacy Training which was very inspiring. Next week Responsive Classroom Advanced Training will be held in the SC Room, and again in July

for the Elementary Core Program. There are 14 summer course offerings in the Staff Development Catalog and 42 summer curriculum projects district-wide; teachers are very active this summer.

The School Start Time Survey for parents is open for parents to complete and submit until the end of June. To date, over 3,000 responses from parents/students/faculty have been received.

Sara Stetson completed another edition of the Accessibility Magazine which is available on the website for parents of students with disabilities and others to access.

Nicole Kieser, APS Communications Director, published 37 issues of Warrior Wednesdays this past school year, communicating many of the school events that occur, highlighting students, happenings, etc.

Paul Murphy was proud and very happy to attend 3 graduations at the end of the school year. The ceremonies were unique, special, and reflective of the emotions of what happens when students pass from one grade to the next.

Susan McCready was privileged to attend Sanborn's Celebration of Learning; it was a very wonderful event using lyrics of the song "With High Hopes" throughout the ceremony. She also attended the 8th Grade Graduation at WMS and thanked the School Committee Chair for delivering a heartfelt address about retiring Principal Franks.

Tracey Spruce attended WHMS's graduation and said WHMS is a very special place and Principal Bucco's simple words of advice, "to take care of each other," were very meaningful and touching.

Shannon Scully attended the Doherty Middle School Moving Up Ceremony which was very impressive, and she recognized the work that the staff does, especially Jeff Buckridge. Thank you, Dr. Berman, for the very nice end of year ceremony for the staff on Wednesday.

Joel Blumstein attended graduation ceremonies at South Elementary, West Elementary and West Middle Schools which were very nice and the closing ceremony went very well. He also congratulated AHS's Baseball Team on their great season.

The School Committee will meet on Wednesday, June 26th at 7:00 P.M. in the School Committee Meeting Room. The main topic will be the Superintendent's Annual Performance Review.

C. Public Input

Kelly Sutcliffe read ten reasons she believes the School Committee should not renew the Superintendent's contract.

Brad Weeden, 5 Summer Street, a parent of a middle-school child, said that he received a letter in the mail that was redundant of one he received by email. He does not see the need to send documents via both US Mail and email to parents. .

Kerry Costello, AEA President and a member of the Special Education Department, addressed the issue of Special Education citations. If the same error is noted by DESE, it is noted as a separate incident throughout the report. Of the 26 citations, 12 were because of a sign on a door that was mislabeled. There were 4 instances to be dealt with which have been dealt with. We are now coming up with program review again this year.

D. Response to Public Input

Response re Brad Weeden's comment: There are some documents that we are required to send by US Mail.

E. Education

1. DMS Field Trip: Quebec City January 18-20, 2020

Tracey Spruce moved that the Andover School Committee vote to approve the Proposed Extracurricular Trip for Doherty Middle School Students to Quebec City, Quebec on January 18 to January 20, 2020 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 Susan McCready. Roll call vote: S. Scully-Y, T. Spruce-Y, S. McCready-Y, P. Murphy-Y, and J. Blumstein-Y. Motion passes 5-0.

2. Elementary Math Coach Pilot Update

Sandy Trach welcomed Katherine Richard, K-12 Math Program Coordinator, Math Coaches Beth Miner and Renee Pierce, and elementary principals Liz Roos and Pam Lathrop who talked about the benefits of Math Coaching, a pilot program that High Plain and West Elementary Schools participated in this year. Liz Roos planted the seed of how to creatively establish math coaches at the elementary schools by having two teachers teach half-time, and as a math coach the other half. Math coaches offer support on a day-to-day basis ranging from individual math meetings, modeled lessons, and grade level professional development through consistent and exciting work. Needing a coach does not mean you are not doing the job right, but to get the latest resources, to meet to problem solve, and to come up with strategies. They hope the School Committee will support this option in the next budget cycle.

F. New Business

1. Andover High School: Coaches Evaluation Forms

Evaluation forms for all coaches have been developed based on the new Coaches Handbook approved last June. The AEA collaboratively worked with AHS Principal Phil Conrad and Athletic Director Bill Martin to create the evaluation form and modeled some of the criteria already used in the APS Evaluation System. The Evaluation Forms include a self-evaluation, and evaluation forms for assistant coaches and coaches. The evaluation forms were reviewed by School Counsel.

On a motion by Shannon Scully and seconded by Tracey Spruce, the Andover School Committee moved to approve the 2019-2020 Andover Public Schools Coaches Evaluation Forms as presented with changes proposed to include pillars in the evaluation forms and referring to School Committee Policies as well (and to add an 's' to regulation).

Roll call: S. Scully-Y, S. McCready-Y, P. Murphy-Y, T. Spruce-Y, and J. Blumstein-Y. Motion passes 5-0.

2. SC Meeting Calendar – informational only

The Chair distributed a draft of School Committee meetings scheduled for the 19-20 school year for members to consider. Dr. Berman and the School Committee Chair have discussed this calendar which is subject to change as events arise during the course of the year.

3. Legal Counsel Rate Increase

Valerio, Dominello & Hillman, LLC (VDH) submitted an increase of rates letter recently to the School Committee Chair and Superintendent. The rate increase moves from \$225 per hour to \$235 per hour effective July 1, 2019. VDH has not raised their rates in three years and this is a fair increase in their fees.

On a motion by Susan McCready and seconded by Tracey Spruce, the Andover School Committee moved to accept the new rate for legal fees from the law firm of Valerio, Dominello & Hillman effective July 1, 2019 as presented. Roll call: S. Scully-Y, S. McCready-Y, P. Murphy-Y, T. Spruce-Y, and J. Blumstein-Y. Motion passes 5-0.

4. Branding Protocols

Nicole Kieser, Director of Communications, has been researching the APS school logos and provided information to the Committee on her findings to ensure that our logo is used appropriately. Nicole distributed a sample Branding Style Guidelines with information and standards to ensure the APS logo is the same color and style when used. A consistent logo helps build APS recognition in all manner of communications – one style, one message, one brand. Branding will also provide the District with the opportunity to trademark the logo for authorized use or protecting against unlicensed use. Next steps: Nicole will begin the process of working with a style guide and graphic artist and come back to the Committee.

G. Continuing Business

1. Andover High School: Student and Athletic Handbook

On a motion by Tracey Spruce and seconded by Susan McCready, the Andover School Committee voted 5-0 to approve the 2019-2020 Andover High School Student Handbook as presented and amended. Roll call vote: S. Scully-Y, T. Spruce-Y, S. McCready-Y, P. Murphy-Y, and J. Blumstein-Y

2. Proposal of Food Services Lunch Prices

At the June 6, 2019 School Committee Meeting, Paul Szymanski and Food Services Director, Gail Koutroubas gave a presentation on the importance of maintaining a reasonable revolving account balance and a review of the projected operating expenses for Food Services for the 2019-2020 school year. Based upon their analysis, a price increase proposal was prepared and given to Mr. Szymanski that strikes a balance between price and participation. Mr. Szymanski recommends approval of the Food Services proposed meal pricing increases.

New Pricing: High School \$3.65; Middle School \$3.35; and Elementary \$3.15. Increase Center of Plate Option by .10 cents to \$2.35 and Pizza Slice by .10 cents to \$2.35 and increase catering prices by 5% on average.

Susan McCready moved that the Andover School Committee vote to approve the Food Services lunch price proposal as presented in the Food Director's memo to Mr. Szymanski dated June 13, 2019. The motion was seconded by Tracey Spruce. Roll call vote: S. Scully-Y, T. Spruce-Y, S. McCready-Y, P. Murphy-Y, and J. Blumstein-Y. Motion passes 5-0.

H. Consent Agenda

1. **Warrants:** Expense: SW1929 and SW1929A Payroll: 19SS10, 19S051, 19S050
2. **Minutes**
3. **Grants/Donations to District:** \$16,575.43 (Punchard Grant)

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

I. Adjournment

At 9: 15 P.M. on a motion by Susan McCready and seconded by Tracey Spruce, the Andover School Committee voted to adjourn from the meeting of June 20, 2019. Roll call vote: S. Scully-Y, T. Spruce-Y, S. McCready-Y, P. Murphy-Y, and J. Blumstein-Y. Motion passes 5-0.

Respectfully submitted,

Dee DeLorenzo
Recorder