

Andover School Committee
Thursday, November 4, 2021
School Committee Room

Participants from the School Committee: Chair Susan McCready, Vice Chair Lauren Conoscenti, Tracey Spruce, Paul Murphy, and Shannon Scully.

Others participating: Superintendent Dr. Magda Parvey, Asst. Superintendent Dr. Julie Riley, Assistant Superintendent Dr. Sara Stetson, Business Manager Paul Szymanski, and AHS Liaison Justin Jin.

I. **Regular Meeting**

A. **Call to Order**

Chairperson McCready called to order the meeting of the Andover School Committee at 6:00 PM and the Committee immediately voted to meet in Executive Session. The Regular School Committee Meeting will be broadcast by Andover TV and on Comcast Channel 99, Verizon Channel 43 or streamed: www.andovertv.org.

II. **Executive Session:**

Lauren Conoscenti moved for the School Committee to meet in executive session pursuant to Massachusetts General Laws chapter 30A, section 21(a) for the following purpose: Purpose (3) to discuss strategy with respect to bargaining with unionized personnel, namely the Andover Administrators Association (AAA) Unit B, Andover Assistants, SEIU Local 888-School Custodians and Andover School Food Service, Occupational and Physical Therapists Association, and (AEA) Unit A, because an open session may have a detrimental effect on the bargaining position of the Committee. The Committee will reconvene in regular session at approximately 7:00 PM. The motion was seconded by Paul Murphy. Motion passes 5-0.

III. **Regular Meeting resumed at 7:00 PM**

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**

Dr. Parvey, using a new format for her Superintendent's Report recognitions and communications, shared that she visited several schools week, attended the National Honor Society Student Induction Ceremony last night at the Collins Center and provided updates on Administrative meetings and Professional Development held this week. Dr. Parvey plans to resume Superintendent Office Hours beginning on December 1st at 6:00 PM in the School Committee Room.

Communication Director Nicole Kieser reported that Andover High School has been chosen by DESE to be featured in an upcoming advertising campaign. The theme of the campaign is "We're More than Ready". The commercial will air in January on local media outlets, movie theatre previews, targeted website ads, and tv commercials.

Julie Riley also attended the National Honor Society Student Induction Ceremony. It was very touching that the students thanked their teachers for their support.

Justin Jin, reported on the AHS Student Government body and results of a survey on masking. The students want to see more masks breaks and to not use the lunch break as a mask break. They are still waiting for more data.

Lauren Conoscenti said the first School Committee Informal Forum will be held on Friday, November 5th at 9:30 AM at Memorial Hall Library. Lauren attended the DEI Commission Meeting on Monday night. There are openings for community members to get involved, those interested should contact Jemma Lambert, Director of Community Services.

Shannon Scully congratulated the AHS Marching Band who won a gold medal at the Marching Band Competition last Sunday.

Tracey Spruce shared that the Andover High School Theatre for the Arts will be performing "Mama Mia" at the Collins Center from November 18 through November 24. Tickets are available on the Andover High School Theatre for the Arts website.

Susan McCready recognized Brian Shea, AHS Advisor to the National Honor Society and congratulated the students who performed at the Induction Ceremony. Additionally, she congratulated the Andover Girls' Soccer Team and the Andover Girls' Swim and Dive Team on winning the Merrimack Valley Championship. Susan reminded the Committee that a Triboard meeting will be held on December 8th to review the CIP and Pension Obligation Bonds.

C. Public Input - None

D. Response to Public Input

E. Education To be Rescheduled

1. **NEASC Accreditation Update Presentation (Caitlin Brown, AHS Principal)**

F. **Continuing Business**

1. Superintendent Goals (2nd Reading)

Dr. Parvey has revised her Superintendent Goals based on Committee input and discussion at the October 21st School Committee Meeting. She shared the changes to the goals with the Committee.

Tracey Spruce moved that the Andover School Committee vote to approve the Superintendent Goals for the 2021-2022 School Year as presented. Motion seconded by Lauren Conoscenti. Motion passes 5-0.

2. School Committee/Superintendent Operating Protocols (2nd Reading)

Recently, the School Committee and Superintendent created an Operating Protocols Document. The document language has been edited and presented and now awaits approval of the School Committee.

Lauren Conoscenti moved that the Andover School Committee vote to approve the School Committee/Superintendent Operating Protocols for the 2021-2022 School Year as presented. Motion seconded by Tracey Spruce. Motion passes 5-0.

3. Capital Improvement Projects Update

Janet Nicosia, Director of Plant & Facilities, reviewed the final reiteration of the CIP Articles for the Andover Schools which reflects looking at the budget with the Town Manager, updates to P&F CIP articles for the schools, and to answer any Committee questions on the final version of the CIP. Paul Szymanski, along with information from Paul Puzanghera, provided updates to the IT CIP articles.

		<u>\$ Recommended</u>	<u>\$ Amended</u>
SCH 1	School Wide Maintenance Projects	\$870,000	No Change
SCH 2	School Projects by Building	\$741,500	\$401,500
SCH 5	Major School Projects	\$2.8M	\$1.6M
FAC 3	Town and School Security Projects	\$150,000	\$100,000
FAC 7	Town/School Energy Initiatives	\$90,000	No change
IT 1	Staff Device Refresh	\$379,363	No change
IT 2	Student Device Refresh	\$619,084	\$436,477
IT 3	Platform and Infrastructure Upgrades	\$779,500	\$454,500

The Committee discussed projects for Doherty Middle School that are not going to be done at this time. Other projects under FAC 7 are being moved out a year and/or applying for community grants. The Committee agreed that there a few long-term topics that need to be further discussed.

Shannon Scully moved that the Andover School Committee vote to approve the CIP Projects as presented. Motion seconded by Paul Murphy. Motion passes: 5-0.

G. New Business

1. District Transportation Analysis/Discussion

Dr. Parvey reported on her meeting with representatives from Trombly Bus Company this week to discuss transportation issues. Our Transportation Department and School Administrators have been sending out streamlined communications and text messaging notifications to families. They are holding bi-weekly calls with Trombly to address large scale challenges and multiple calls/emails each day to troubleshoot real time operations. Trombly continues to struggle with hiring and retention of drivers and are using substitute drivers who are not aware of Andover’s routes and they have had limited dispatch support or communication during driver shortages.

APS will have has access to Trombly’s GPS System which will allow us to see where buses are located to increase efficiency and communication. They will also create an APS route handbook for all drivers to use and will make filling driver positions for afternoon Bus #19 a priority. Andover’s contract with Trombly is for 38 large buses but the available buses depend on the number of drivers. Currently, Trombly uses only 36buses for Andover routes.

Trombly has assured us there will be a credit /refund for all routes that have not had a dedicated bus this year. APS will work with the Andover Police Department to review traffic patterns at AHS to determine if changes are needed to keep buses free to move in/out quicker. Trombly has offered the District the opportunity to pilot their software "Where's My Bus?" that will allow families to view real-time updates on where the bus is located. A pilot test will be conducted before Thanksgiving. If accepted, the software can be implemented by January 2022 for those who opt in.

2. Authorization of Student Activities Accounts

Paul Szymanski reported on the changes to the Student Activities Accounts with more detail as recommended by the School Auditors.

a. All school checking account limits

Paul Murphy moved that the Andover School Committee voted to approve all Student Activity Account limits for FY-2022 as presented by the Business Office.

Motion seconded by Lauren Conoscenti. Motion passes 5-0.

b. All school accounts listing

Paul Murphy moved that the Andover School Committee vote to approve all student activity account descriptions for FY-2022 as presented by the Business Office.

Motion seconded by Lauren Conoscenti. Motion passes 5-0.

c. Inactive Student Activity Accounts

Paul Murphy moved that the Andover School Committee vote to approve the FY-2022 Transfer of Funds from Inactive Student Activity Accounts to accounts designated by the respective principal for: High Plain Elementary School, West Elementary School, Doherty Middle School, West Middle School, and Andover High School as presented by the Business Office. Motion seconded by Tracey Spruce. Motion passes 5-0.

3. Draft Budget Assumptions Guidelines

Paul Szymanski has submitted a draft of the budget assumption guidelines for this year's budget process and shared with the Committee various aspects of the assumptions. He is available to answer any questions that the Committee may have.

The Committee provided comment and edits on the document.

4. Draft Budget Planning Calendar

Paul Szymanski provided the Committee an opportunity to review the budget planning calendar based on the Town's Budget Calendar Guidelines. The FY-2023 School Committee Budget is to be submitted to the Town Manager on January 21, 2022.

5. Occupational and Physical Therapists Association Contract Agreement

Paul Murphy reported on the OP/PT Contract that has been agreed to and that the OT/PT Association has requested to become apart of Unit A, thus reducing the number of bargaining units. The OP/PT Association voted to accrete from their unit.

Paul Murphy moved that the Andover School Committee vote to approve the October 14, 2021, Memorandum of Agreement between and among the Andover School Committee, the Andover Occupational and Physical Therapists Association, and the Andover Education

Association Unit A, accreting the Andover Occupational and Physical Therapists into the Andover Education Association Unit A. Motion seconded by Lauren Conoscenti. Motion passes 4-1. Shannon Scully opposed.

H. Consent Agenda: Grants/Donations to District; Minutes

1. Grants/Donations to District - None

2. SC Meeting Minutes: October 7th SC Meeting Minutes.

Paul Murphy moved that the Andover School Committee vote to approve the Consent Agenda as presented. Motion seconded by Tracey Spruce.

Motion passes 5-0.

I. Adjournment

At 9:00 P.M. on a motion by Paul Murphy and seconded by Lauren Conoscenti, the Andover School Committee voted 5-0 to adjourn the meeting of Thursday, November 4, 2021.

Respectfully submitted,

Dee DeLorenzo
Recording Secretary