

Andover School Committee
Thursday, June 27, 2022
School Committee Room

Participants from SC: Chair Susan McCready, Vice Chair Lauren Conoscenti, Tracey Spruce, Sandis Wright and Emily DiCesaro. Others Participating: Superintendent Dr. Magda Parvey, Asst. Superintendents: Dr. Julie Riley and Keith Taverna.

Chairperson Susan McCready called to order the meeting of the Andover School Committee at 5PM in the School Committee Room. She stated the meeting would center around the Superintendent's evaluation. The meeting began with a Moment of Silence followed by the Pledge of Allegiance.

Recognitions/Communications

Dr. Parvey stated she had just wrapped up her first school year and thanked her team, the staff, faculty and families throughout the district. She also mentioned Central Office amended summer hours for the support staff would begin as of July 1, 2022. Dr. Riley also thanked everyone for the school year and hopes everyone enjoys their summer. Mr. Taverna echoed the same sentiments. The Chair and SC members also wished everyone a happy summer. The Chair noted that there is also an extended year program which faculty will be working at this summer and hopes for a successful term.

Dr. Parvey introduced Dr. Joan Connelly as her NSIP (New Superintendent Induction Program) coach and thanked her for her support during her initial year. Dr. Connolly responded she was happy to support Dr. Parvey and looks forward to a second year collaboration with Dr. Parvey. Dr. Parvey also acknowledged Ms. Alison Phelan, her executive assistant, for her support throughout the year.

New Business -Superintendent 21-22 Evaluation

The Chair stated this ends the first cycle of Dr. Parvey's first year as Superintendent. Ms. McCready gave the steps of the evaluation process throughout the year. She stated in Massachusetts the review of the Superintendent process is a public one. The first and second reading of the goals were done in the fall. The midyear review was held on March 17, 2022. This evening is the summative evaluation – the public evaluation of the Superintendent. Each member fills out an evaluation and then the composite is submitted to the Department of Elementary and Secondary Education (DESE). The [Superintendent's Evaluation](#) is all posted on the website. This year there were 2 School Committee members (Shannon Scully and Paul Murphy) who didn't run for re-election but were part of Dr. Parvey's first year, so they were invited to be part of the evaluation process. Because 2 members are new (Emily DiCesaro and Sandis Wright have served for 3 months), the rankings of the standard performance have been weighed 25% for the 2 new members and 75% for the 2 former members.

End of Cycle Summative Evaluation Report: Superintendent

Step 1 is to assess the progress of the *Superintendent's Performance Goals*:

Superintendent's Goals	Ratings
Student Learning Goal – Thorough and Thoughtful Data Analysis	Significant Progress
Professional Practice Goal – New Superintendent Induction Program (NSIP)	Met
District Improvement Goal 1 – Effective Entry and Direction Setting	Met
District Improvement Goal 2 – Maintaining Momentum During the Transition	Met
District Improvement Goal 3 – Communication and Stakeholder Engagement	Met

District Improvement Goal 4 – Recruitment and Retention of Quality Staff	Met
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Ms. McCready read the overall comments on this section and other parts of the evaluation. The public can find all evaluation [documents online](#).

Ms. DiCesaro stated she felt lucky to meet Dr. Parvey early on during the interview process. She appreciates her focus on data driven solutions and measurable goals. She's impressed with Dr. Parvey's attention to her users (community, educators, and students) and gathering their feedback as a cornerstone to her work this year.

Ms. Spruce acknowledged the enormous job it is to lead a district in the best of times, which it was not during Dr. Parvey's first year in the state, and as a new permanent Superintendent and newcomer to the district. There were supply chain and labor shortages which affected many services - transportation, food service, to mention a few. She also stated Dr Parvey devoted a huge amount of time dealing with AEA leadership grievances. But she said Dr. Parvey remained calm, thoughtful, and deliberated decisions always with her primary focus on students. She noted that Dr. Parvey also created an entry and reorganization plans. She thanked her for her professionalism.

Ms. Conoscenti added that Dr. Parvey stated she didn't like surprises and that this year there were many which would be challenging to anyone. But throughout the year, Dr. Parvey kept a methodical approach to gathering information, analyzing solutions, and professionally dealt with everything. She appreciated the Superintendent's calmness, thanked her for all her work and is excited to see where it all goes next year.

Mr. Wright said he appreciates how thoughtful the Superintendent has been even before he joined the School Committee. He noted he had been to some of her meet and greets during the year. He appreciates the Superintendent listens and takes all the different perspectives from all the stakeholders – staff, parents and students -- to be part of her decision making.

The Chair stated that Ms. Shannon Scully and Mr. Paul Murphy could not be present tonight. But they had partaken in the evaluation and noted these comments: They appreciate all the work Dr. Parvey has done this year and happy for her successful first year.

Finally, Ms. McCready closed out the comments sections. She noted as the Chair, she's worked closely with the Superintendent all year and how it's been an honor and privilege to work with Dr. Parvey. She has learned from her and states how professional and graceful Dr. Parvey has been during the course of the year. She feels that APS is wonderful place with many good things, but there is work to be done.

Dr. Parvey thanked the Committee and stated it is an honor to work in Andover. There are areas of improvement, but she believes they are in a good place to start to do this. She has a great team of educators and leaders. They are moving and taking intentional steps as this is not a one year process but long term. She noted Dr. Riley for her help. She thanked the Committee for their feedback as well. They have been an exemplary Committee which is important to her as it is a continuing partnership for her to do the work. She also thanked her team once again for all their support.

Ms. Spruce moved that the Andover School Committee vote to approve the proposed composite Superintendent Evaluation as the Committee's official 2021-2022 Superintendent Evaluation. The motion was seconded by Ms. Conoscenti. Motion passes 5-0.

Superintendent 22-23 Compensation

The Chair stated Dr. Parvey's employment current contract in Section 4-Compensation says that the Committee will determine the Superintendent's contract for Year 2 within 60 days of the end of the first contract year. Based on Dr. Parvey's 2021-2022 evaluation and overall evaluation rating of Proficient and because Dr. Parvey did receive some Exemplary ratings on some of individual standards and goals,

Ms. McCready would like to propose a one-time performance recognition payment of \$5,000 to be paid out during this fiscal year. Mr. Taverna said there are funds in the FY22 budget for the one-time performance payment.

Ms. Conoscenti moved that the Andover School Committee vote to approve a one-time performance recognition payment of five thousand dollars (\$5,000) to be paid in the FY22 Contract Year. The motion was seconded by Ms. Spruce. Motion passes 5-0.

Next, the Chair proposed that Dr. Parvey's salary for 2022-2023 be set at \$215,000.

Ms. DiCesaro moved that the Andover School Committee vote to set the Superintendent's salary for the contract year beginning on July 1, 2022 and ending on June 30, 2023 at Two Hundred fifteen thousand dollars (\$215,000). The motion was seconded by Ms. Conoscenti. Motion passes 5-0.

Ms. Spruce moved that the Andover School Committee vote to authorize the Chair to work with Counsel to create a memorandum of agreement reflecting the Committee approved compensation and sign on behalf of the Committee. The motion was seconded by Ms. Conoscenti. Motion passes 5-0.

Superintendent 21-22 Vacation Carryover Days

The Chair stated that the Superintendent had not used all her vacation days. Section 5 of the Superintendent's contract allows her to carryover 10 days to the following year. At this time, the Superintendent has 11 days. The Chair requests the Committee to allow Dr. Parvey to carryover the additional day to her 2nd year of the contract in consideration of the year she just went through. Ms. Spruce said they have worked to keep Superintendent's vacation time to 10 days, and encourages Dr. Parvey to take her vacation time. Mr. Wright stated that 1 extra day is not out of the norm and thought it was a reasonable request at this time.

Ms. Spruce moved that the Andover School Committee vote to allow the Superintendent, Dr. Magda Parvey, to carry over 11 vacation days to the contract year beginning on July 1, 2022, as allowed by the Superintendent's contract. The motion was seconded by Ms. Conoscenti. Motion passes 5-0.

Ms. Conoscenti moved that the Andover School Committee vote to authorize the Chair to work with Counsel to create a memorandum of agreement reflecting the Committee approved vacation carry over and sign on behalf of the Committee. The motion was seconded by Ms. DiCesaro. Motion passes 5-0.

Ms. Spruce stated she would like to bring up a discussion for a future fall meeting on offering an extension to Dr. Parvey's contract – if this is something the Superintendent would consider. The Superintendent's current contract is a 3-year contract. Ms. Spruce stated her view that Dr. Parvey has demonstrated her capabilities, leadership, good judgment and sound decision making, and feels confident about the Superintendent. She thinks it's in the best interest of our students to ensure stability for the coming years. Dr. Parvey's work has begun and will take several years to complete; so she would hope that this would ensure time for that work to be done. Dr. Parvey would be honored and is committed to the challenge. She would like to begin to hold those discussions in the fall.

Consent Agenda - Grants/Donations to District; there are no minutes for this meeting:

Ms. Conoscenti moved that the Andover School Committee vote to approve the consent agenda as presented. The motion was seconded by Ms. DiCesaro. Motion passes 5-0.

Ms. McCready thanked Andover TV for all their work during the past school year. There are no plans to meet in July; but the schedule is subject to change. At this time, there hasn't been a vote on the amendment to allow for remote meetings to continue through July 15, 2022. However, there may be a vote taken soon which would allow remote meetings to continue thru December 2023. The Chair will keep an eye on this vote.

Adjournment

Ms. DiCesaro moved that the Andover School Committee vote to adjourn the meeting. The motion was seconded by Ms. Conoscenti. Motion passes 5-0. The meeting adjourned at 6:05PM.

Sincerely,

Alison Phelan

SC Recording Secretary