

ANDOVER SCHOOL COMMITTEE MINUTES

October 6, 2022

MEMBERS PRESENT: S. McCready, Chair
L. Conoscenti

T. Spruce, Vice Chair
S. Wright (remotely)

MEMBERS ABSENT

E. DiCesaro

OTHERS PRESENT:

M. Parvey, Superintendent

K. Taverna, Assistant Superintendent of Finance and Administration

J. Riley, Assistant Superintendent for Teaching and Learning

Sophia Miele, SGA student representative

I. Call to Order – Ms. McCready, Chair, called the Regular Meeting of the School Committee of October 6, 2022, to order at 7:00pm, in the School Committee Conference Room.

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

B. Recognitions/Communications

Dr. Parvey visited Bancroft School, West Middle School, West Elementary School, Andover High School, Wood Hill Middle School and open houses at Andover High School and Shawsheen Pre-School. Dr. Parvey reviewed the meetings and committees she met with since the last School Committee meeting.

Dr. Parvey held office hours on October 3, 2022 and will have office hours on November 9, 2022 virtually at 6:00pm.

Professional development at Andover High School included Weston Kieschnick as a guest speaker. Eureka Math training continues and the High School professional development consisted of various workshops to choose from while the Middle School held professional development by department. A Eureka Math workshop was held on October 4, 2022 for elementary families and 40 families attended.

Dr. Riley walked through various classrooms to observe hi-tech strategies and work flow. Professional development for all evaluators in the district was held and this is a year long program. Data Wise training is ongoing to better understand and how to use the data collected and how to effect change with that data. Dr. Riley met with the Andover High School DEI Council and will update the School Committee at a later date. MTSS Model, tier 1, 2 and 3 and SEL work will help the schools to know where the resources are and what is available. MTSS Model is a year long project. Dr. Riley thanked the Eureka Math teachers for the workshops. The next workshop will be held virtually on October 12, 2022 at noon and on October 19, 2022 at 6:30pm in person.

Mr. Taverna attended the Capital Improvement Plan meeting today and is finalizing the FY24 projects. The interviews are done and vendor selected for the Security Assessment review. Mr. Taverna is visiting one school per month at lunchtime to visit the cafeterias,

talk with the students and observe staff and services. He visited Bancroft Elementary and spoke with the students.

Ms. Spruce informed the School Committee that the next School Committee informal forum will be virtual on October 12, 2022 at 7:00pm and registration is required to attend and the Zoom link will be provided.

Dr. Conoscenti provided an update from the last Andover High School Building Committee meeting. A community meeting will be held on November 10, 2022 at Memorial Hall Library to obtain community input about the project. Owners Project Manager RFP's are being reviewed in order to hire an Owners Project Manager for the project.

Sophia Miele, SGA Student Representative stated that the Student Government Association interviewed the SRO and welcomed him. The main foyer of the High School will be decorated for Halloween.

Ms. McCready provided an update on the West Elementary/Shawsheen Pre-School project. The building committee met September 25, 2022 and the decision was made to recommend to the Select Board that they call a Special Town Meeting to seek additional appropriations for the project. The Select Board did schedule the Special Town Meeting for December 1, 2022 at 7:00pm. The budget deficit is due to the bids received being 14% over budget. A Tri-Board meeting is scheduled with the building committee for October 19, 2022 at 7:00pm at Memorial Hall Library. This meeting is open to the public. Ms. McCready added that the project is being very well run and economic factors, materials cost, and labor shortages are driving the bids. There will be public outreach and updates provided as well as a presentation to the Finance Committee.

Ms. Spruce added that the building committee reviewed other avenues to address the deficit before going to a Special Town Meeting to ask for additional funds. This same scenario is happening all over the state for school building projects. Economical and international factors are impacting the budget.

A town wide PTO meeting was held and the role of the School Committee was explained. Ms. McCready offered all PTOs the opportunity to invite a School Committee member to attend future PTO meetings.

Ms. McCready thanked Principal Caitlin Brown and Andover High School staff for the well run open house and welcoming the parents to Andover High School.

C. Public Input

None

D. Response

None

E. Education

1. Enrollment

Dr. Parvey reviewed the preliminary enrollment which is at 5,599 students as of October 1, 2022. She reviewed enrollment numbers per school in the district. There are currently 34 home schooled students. The attrition from 8th grade to 9th grade was 89 students.

2. School Improvement Plan

Carolyn Fawcett, Interim Principal at Sanborn Elementary School and Pamela Lathrop, Principal at High Plain Elementary presented the Elementary School Improvement Plan. They presented the Mission and Vision Statements of the Andover Elementary Schools. They will be working on three goals this year. Goal one is implementing the Eureka Math program across all elementary classrooms with consistency and cohesion. Goal two is implementing systemic phonemic and phonics awareness practice to ensure all kindergarten students receive explicit, multisensory, structured language instruction in both whole group and small group learning. Goal three is the use of content-based coaching to establish a consistent, systematic and coherent content-focused coaching to support professional discourse, rigorous planning and continuous reflection to ensure student learning and outcomes in content areas.

Ms. Spruce asked if the ELA goal will be implemented only in kindergarten or all elementary levels. Response: It will be started in kindergarten then expand to all elementary levels.

Progress monitoring will be done by the use of the DIBELS program. The program was reviewed as to math assessments and the Eureka math has many assessments which will also be utilized.

Dr. Riley thanked the Elementary Principals for working collaboratively to produce these goals.

Timothy Corkery, Principal at West Middle School presented the Middle School Improvement Plan, starting with the Mission and Vision Statement. Goal one is to develop school-based systems and structures by June, 2023 which consists of an agreed upon new middle school schedule that better meets the developmental and academic needs of the middle school students. Improvement benchmarks and strategies to achieve this goal were reviewed. Goal two is to examine the instructional core to develop a timely and efficient use of the MTSS process between identification of need and provision of support to student need. A multi-tiered system of support will be used for better consistency and better support for these students. There are currently different processes in place to support struggling students. Benchmarks and strategies to achieve this goal were reviewed.

Mr. Wright asked how the schedule changes will be communicated to the parents. School Committee updates and parent outreach will include information about the schedule changes.

Caitlin Brown, Principal Andover High School, presented Andover High School Improvement Plan, including core values and beliefs of Andover High School. Goal one is examining the instructional core. Andover High School leadership will measure and increase student learning and engagement through the use of at least three high effective instructional strategies in classroom instruction. Some students feel disengaged and do not believe the curriculum reflects their values. The benchmarks and strategies to achieve this

goal were reviewed. Goal two is to achieve consistent and coherent curriculum by improving documentation of the scope and sequences to be more transparent. At-A-Glance and Scope and Sequence documents will be produced by June, 2023 as the first steps. The benchmarks and strategies and activities to achieve this goal were reviewed. Goal three is to identify and implement research based instructional approaches to nurture social emotional learning and act intentionally to improve school climate. Inconsistency in individual experiences during the COVID pandemic and a return to a more consistent, predictable experience has resulted in a need to focus on further development of social emotional competencies. The benchmarks and strategies and activities to achieve this goal were reviewed.

Ms. Spruce agreed consistency and engagement are important and asked Ms. Brown to let the School Committee know if there would be a budget impact for budget planning. She also asked to keep the class size manageable.

Ms. McCready supported H Block being more consistent.

Georgianne Keer, of 5 York Street is excited about the Elementary School Goals. She is concerned with making sure students have access to Calculus and asked that writing and grammar be the next goals.

Kerry Costello, Andover High School, stated that the change in the Middle School schedule will take time to implement.

F. New Business

1. Field Trip to Italy. Brian Shea presented the details of the trip to take place during April vacation 2023 for 10th and 11th grade students. The all-inclusive cost is \$4,329, which includes flight, hotel, breakfast, dinner and educational tools and trip insurance. A \$95 deposit is required with a payment plan available to families, however there is no financial assistance available at this time. Mr. Taverna stated that he could help with some financial assistance if income guideline documentation is submitted.

Dr. Conoscenti moved to approve the proposed extracurricular trip to Italy April 12, 2023 through April 21, 2023 in accordance with the provisions set forth in the Andover School Committee Policy entitled “APS School Sponsored Trip and Student Travel Policy”; it was seconded by Ms. Spruce and passed unanimously 4-0 on a Rollcall Vote:

S. Wright – yes

L. Conoscenti – yes

T. Spruce – yes

S. McCready - yes

2. 2023-2024 School Year APS Calendar. Feedback on the proposed calendar included: There is no election day in 2023; Veteran’s Day falls on Saturday in 2023 and a Saturday holiday normally are not observed on Friday. Fall recess in 2023 begins on 10/9 with a day off, however 10/13 is a half day, can the half day be moved to 10/20 or 10/27. Dr. Conoscenti added that there is a scheduled half-day on 6/7, however if there are no snow days, school will end on Tuesday the following week.
3. Student Activity Accounts. Mr. Taverna asked the School Committee to vote to approve closure and adjustments to certain Student Activity Accounts. The descriptions of the accounts have been updated. Accounts with no activity over 3 years are to be closed and money transferred to other student activity accounts. Mr. Taverna reviewed the accounts. Core accounts can be kept open.

Mr. Wright asked if ensemble groups are included. Student enrichment fees are paid into the student account to pay for the stipend and supplies.

Ms. Spruce moved to approve all student activity account descriptions for FY 2023 as presented by the Business Office; it was seconded by Dr. Conoscenti and unanimously approved 4-0 on a Rollcall Vote:

S. Wright – yes
T. Spruce – yes
L. Conoscenti – yes
S. McCready - yes

Dr. Conoscenti moved to approve all student activity account limits for FY2023 as presented by the Business Office; it was seconded by Ms. Spruce and unanimously approved 4-0 on a Rollcall vote:

S. Wright – yes
T. Spruce – yes
L. Conoscenti – yes
S. McCready - yes

Ms. Spruce moved to approve FY2023 transfer of funds from inactive student activity accounts to accounts designated by the respective principals at Bancroft Elementary, Sanborn Elementary, Shawsheen Pre-School, South Elementary, High Plain Elementary, West Elementary, Doherty Middle School, West Middle School, Wood Hill Middle School and Andover High School as presented by the Business Office; it was seconded by Dr. Conoscenti and unanimously approved 4-0 on a Rollcall vote:

S. Wright – yes
T. Spruce – yes
L. Conoscenti – yes
S. McCready - yes

4.3 First Reading of Policies KF and KF-R: Community Use of Facilities. Ms. Spruce advised that Policy KF is the Community Use of Facilities and Policy KF-R is procedures for how the district shares school facilities with other groups. These policies are recommended by MAC in to secure LEED certification for the West Elementary/Shawsheen Pre-school project. LEED is a green building rating system and will allow the Town to receive an extra 1% reimbursement from MSBA.

4. Superintendent Evaluation and Goals. Ms. McCready reviewed DESE’s 5 step superintendent evaluation process which includes self-assessment; analysis; goal setting; plan development; plan implementation and evidence collection; and formative assessment and evaluation. There is a 3-step plan implementation ongoing throughout the year.

DESE Best Practice is a one year cycle of review for Superintendents in the first three years of their role in the district. This includes goal recommendations, professional development, student learning, district wide improvement and evidence of progress for each goal. The focus indicators were reviewed by Ms. McCready. The timeline for the evaluation process was reviewed.

Dr. Parvey presented the Superintendent Goals to the School Committee.

Goal one is a Professional Practice Goal for Dr. Parvey to attend the MASS REDI Foundation District Leader Learning Series to begin developing the essential work of building and sustaining cultures of belonging, equity, diversity and inclusion in Andover Public Schools.

Goal two is a Student Learning Goal to assess the current district SEL practices, systems and resources K-12 and begin preliminary implementation of a district wide SEL plan. The goal proposes taking a staggered approach implementing in kindergarten first then expanding to all elementary schools.

Goal three is a Student Learning Goal focused on the use of data to drive instruction and inform district priorities and decision-making including consistency in the supervision and evaluation process.

Goal four is a District Improvement Goal to develop and begin to implement the Andover Public Schools strategic plan for ongoing improvement.

Goal five is a District Improvement Goal of communication and engagement to ensure two-way, respectful and consistent communication across the district, with families, and with the Andover Public Schools Community while continuing to seek diverse ways to continuously engage our community.

Ms. Spruce asked if educational equity and recruiting a diverse staff was part of the first goal. Dr. Parvey responded that she is assessing where the district is to determine the next steps. Getting applicants is a challenge and our district does not receive diverse applicants. Human Resources has sent postings to more diverse places, job fairs, etc. to get a more diverse pool of applicants.

Dr. Conoscenti added that collecting data is not enough, we need to figure out the why and this will take time. She suggested using data points for the budget process.

Mr. Wright stated that there are groups that help families in the district that can assist with “meeting families where they are at”.

Ms. Spruce would like to find a way to add community members without students in the district to the mailing list to keep them informed.

Ms. McCready acknowledged that these are labor intensive goals and the Superintendent is listening to what people are asking for. There are many other improvements happening while these goals are being moved forward, for example, connectivity, communications protocol document, etc.

Public Input Re: Goals

Kerry Costello, Andover High School, supports the Student Learning Goals.

Bonnie Zahorik, 172 North Main Street, asked that midyear goals be added as evidence of progress and that DEI Advisory Committee updates be included in the School Committee updates. She supports the use of vocal data usage.

G. Consent Agenda

Minutes from
September 15, 2022, meeting.

Dr. Conoscenti moved to approve the Consent Agenda as presented; it was seconded by Ms. Spruce and passed unanimously by on a 4-0 Rollcall vote.

S. Wright – yes

L. Conoscenti – yes

T. Spruce – yes

S. McCready - yes

Ms. Spruce moved to Adjourn the Andover School Committee Meeting, it was seconded by Dr. Conoscenti and passed unanimously on a 4-0 Rollcall vote.

S. Wright – yes

L. Conoscenti – yes

T. Spruce – yes

S. McCready - yes

The meeting adjourned at 9:45pm.

Submitted By: _____
Lynn Viselli, Recording Secretary

Approved _____
Date

Per the Massachusetts Open Meeting Law, the following is a list of documents that were either distributed to the Andover School Committee before the meeting in the packet or at the meeting.

1. Agenda
2. Policy Manual Sections KF and KF-R
3. Consent Agenda
4. School Improvement Plans for Elementary, Middle and High School
5. Superintendent's Goals
6. Student Activity Accounts