

ANDOVER SCHOOL COMMITTEE MINUTES

November 17, 2022

MEMBERS PRESENT: S. McCready, Chair
L. Conoscenti
E. DiCesaro
T. Spruce, Vice Chair
S. Wright

MEMBERS ABSENT

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 School Committee Meeting of November 17, 2022, to order at 7:00pm, in the School Committee Conference Room.

Motion and vote 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 collective bargaining and litigation with unionized personnel, Andover Education Association (AEA) Unit A, because an open session may have a detrimental effect on the bargaining and litigating position of the Committee then return to Open Session was made by Ms. Spruce, seconded by Ms. DiCesaro and unanimously approved by Rollcall Vote:

S. McCready, Chair- yes
L. Conoscenti- yes
E. DiCesaro - yes
T. Spruce, Vice Chair - yes
S. Wright - yes

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

Ms. McCready called the Regular Meeting of the School Committee to order at 7:09pm.

- B. **Recognitions/Communications**

Dr. Parvey congratulated the athletes who signed National Letters of Intent at Andover High School. Six athletes signed letters of intent. School visits were made to South Elementary, Andover High School, Bancroft Elementary for Heritage Night. ABC Empowering Stories Gala was held. West Elementary and Shawsheen Preschool Information Session was held November 5th regarding Special Town Meeting. Dr. Parvey met with AYS Director, Anthony Serio to discuss partnering and communication. Virtual Office hours were held November 9th with Mr. Taverna to discuss safety and security. AHS Building Committee met November 10th regarding visioning and charrettes for the vision of the high school. November 15th a meeting was held to review Andover High School security monitors as there are currently 5 monitors and it was discussed to contract with an outside security firm the rest of this school. The kick-off meeting with Guidepost Solutions LLC will be held tomorrow where what the work will look like, and the next steps will be discussed.

Professional Development continues for both Middle School and High School with a guest speaker, Steve Goss, MSW, Chief Playmaker at Life Is Good where a student panel shared their experiences.

Nothing but Net! Honored Coach Fazio who was inducted into the Massachusetts Basketball Coaches Association Hall of Fame. Both Girls and Boys Varsity basketball coaches were recognized as Coaches of the Year.

Dr. Riley recognized the speech “Healing Power of Optimism” which was part of Professional Development on November 8th which showcased how important it is to cheer each other on. There were over 20 session choices put on by other teachers. The Middle School scheduling is being reviewed so that the three Middle Schools can be viewed as a unit and what options are available.

Mr. Taverna attended Heritage Night at Bancroft School. It was a great success.

Ms. DiCesaro also attended Heritage Night and thanked the staff for making it such a welcoming experience. ACE Board meets this week and will hit the \$1 million mark in donations. The Bancroft PTO met and had an information session on the AHS Building Project.

Ms. Spruce informed the Commission that there is an informal forum of the School Committee at 9:30am at Memorial Hall Library. The Disability Club at the High School had a guest speaker come in during H Block and 1000 students attended the event. The play Cinderella is at the High School this weekend.

Dr. Conoscenti stated that the AHS Building Committee met with the design firm. The design firm has spoken with the teachers and held a sustainability charrette to see what their vision for the high school is. The first Building Committee public forum was held, and the next meeting is scheduled for November 18th to be held virtually and the link can be found at AndoverHighBuildingProject.org.

Mr. Wright had a conversation with another parent who has a student entering the high school next year and he shared information the School Committee has been discussing and it was very helpful for the parent. The High School Orientation was successful in showing the support, structure and options available at Andover High School.

Sophia Miele informed the School Committee that Thanksgiving events are being held, the charity Powder Puff football game is being held and a pep rally is scheduled for November 23rd.

Ms. McCready reminded the School Committee that the next scheduled meeting is November 30th due to Special Town Meeting. The deficit for the West Elementary/Shawsheen Preschool project is now under \$16 million which would result in an increase in the tax bills by \$69 per year. The Town Manager has agreed to use \$1.4 million in free cash towards the deficit. The virtual information sessions are continuing, and the Finance Committee Report has been sent out.

- C. **Public Input** – None.
- D. **Response to Public Input** – None.
- E. **Education**

- 1. SEPAC Presentation

The Board Members of SEPAC were introduced and presented the results of the 2021-2022 SEPAC annual survey. They received 184 responses, 144 parents, 30 teachers, 1 administrator, 5 service providers and 4 others. They would like to see parent feedback from this survey. The demographics of the survey were reviewed, including IEPs and students with disabilities. The feedback from the survey showed the need to work on publicizing the meetings, establishing support groups, informal network groups and having more speakers come to events. Discussion followed on how to reach out to parents and members of the community. Opportunities for improvement of communication for programs and inclusion was discussed. Speech pathology received the most positive comments in the survey. There has been an increase and use of evidence-based programming.

Dr. Conoscenti added that accessibility and inclusion were part of the AHS charrette.

- 2. SEL Findings

Jason Levene, SEL Coordinator, provided an update on his information gathering. He has done observation walks with principals of the Elementary Schools and continues to gather data. The Secondary Advisory Block, H block at the High School, is being reviewed to determine what resources can be provided during that time to support the students. Universal SEL Work-this work done by Dr. Cipriano in the district the past year was reviewed including surveys done and timelines. Resources for teachers with community building are being reviewed and Mr. Levene is speaking with teachers and engaging students.

Multi-Tiered Systems of Support consist of instructional support teams. A Behavior Intervention Monitoring Assessment screening was done in the fall and will be done again in the spring. Middle School guidance counselors are implementing an equitable experience for all Middle School students and using effective school solutions for integration and student support.

Professional Development – A district wide SEL course of 20 hours will be conducted for all teachers. Additional Professional Development will include training with North Shore Alliance for LGBTQ+ youth, DESE Safe Schools Program, Effective School Solutions and the Nan Project. New hire SEL Orientation for all new APS hires begins with the December orientation. Youth mental health first aid training will be conducted for all AYS staff. Merrimack Valley Family Services will be starting to support AYS and the Recreation Department in January and then community parents in the spring.

Next steps include supporting the schools through RULER implementation planning and Yale partnership. Continued work with Responsive classroom and development of advisory H block and integrating Middle School IST process. The expansion of Professional Development offerings to the schools, community and parents is ongoing.

Ms. DiCesaro asked for clarification regarding equitable experiences for mental health. Mr. Levene responded that this includes working with the counseling team, defining procedures and protocols and how to communicate them to families and how to access these services.

Ms. Spruce raised the importance of identifying the Middle School students who are “in the middle” for mental health, who may not be on an IEP or in a special program. What resources are available and communicate to families, so the information is available when they need it.

Discussion of the playbook which contains information on what defines a crisis and who supplies the support followed. This playbook is for staff and employees. Tier 1 support for students is being developed.

E. New Business

1. Long Range Financial Plan Model

Patrick Lawlor and Keith Taverna presented the ongoing plan to develop a long-range financial plan model similar to that utilized by the Town of Andover. This document will help guide decision making as we look at multiyear initiatives and projects and implement our strategic priorities. Mr. Taverna stated that this is a fluid document that will be regularly updated. Mr. Lawlor added that the Town has been using this model for several years. It is a strategic document and communication tool for budget discussions. This shows the community the challenges and work put into the budget process. Mr. Taverna added that the strategic plan implementation will be introduced in FY25.

FY24 Revenues and Funding Sources were reviewed.

Expenses were reviewed including salaries, which are all teachers, custodians etc. Non-salary expenses are based on historical assumptions and will be updated.

Capital expenses were reviewed, such as information technology costs moving to school operating budget from CIP. We are now leasing devices. This change will be done over several years.

Discussion followed regarding how the long-range modeling plan allows the School Committee to see how decisions made impact future budgets and transparency.

2. Substitute Teacher Qualifications

The job description has been updated from 2 years of college to 2 years of college or 2 years of experience working with students to increase pool while maintaining our standards. The updated job description was provided and there is no change in pay scale.

A motion was made to move that the Andover School Committee vote to approve the revised substitute teacher posting as presented by Ms. DiCesaro, it was seconded by Mr. Wright and unanimously approved 5-0.

3. Financials October 2022 presented by Mr. Taverna.

The financials are evolving for budget building, and we remain on budget for the year.

F. Continued Business

1. Preliminary Budget Development Assumptions – second reading

A motion to move that the Andover School Committee vote to approve the FY 24 draft budget development assumption guidelines as presented was made by Dr. Conoscenti, seconded by Ms. DiCesaro and unanimously approved 5-0.

2. School Committee-Superintendent Protocols – second reading
MASC representative suggested this document to ensure parameters for positive, productive working relationship between the Superintendent’s team and the School Committee.

A motion to move that the Andover School Committee vote to approve the School Committee-Superintendent Protocols for 2022-2023 school year as presented was made by Ms. Spruce, seconded by Ms. DiCesaro and unanimously approved 5-0.

G. Consent Agenda

1. Grant from Andover High School PAC to Sea Perch/Dance Team in the amount of \$1,000. Grant from United Technology Corp. to Andover High School in honor of Lindsey L’Ecuyer in the amount of \$1,000.
2. School Committee Meeting Minutes: May 19, 2022; October 6, 2022; and October 25, 2022.

A motion to move the Andover School Committee to approve the Consent Agenda as presented was made by Ms. Spruce, seconded by Ms. DiCesaro and unanimously approved 5-0.

A motion was made to adjourn the Andover School Committee meeting by Ms. Spruce, seconded by Ms. DiCesaro and unanimously approved 5-0.

The meeting adjourned at 9:05pm.

Submitted By: _____
Lynn Viselli, Recording Secretary

Approved: 12-15-2022
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. Long Range Financial Plan Model
3. Consent Agenda
4. Substitute Teacher Qualifications
5. October Financials
6. Preliminary Budget Development Assumptions
7. School Committee-Superintendent Protocols