

ANDOVER SCHOOL COMMITTEE MINUTES

**December 15, 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

**Call to Order/Moment of Silence/Salute the Flag**

Ms. McCready, Chair, called the Regular Meeting of the School Committee of December 15, 2022, to order at 7:00pm in the School Committee Conference Room. She thanked Andover TV for working through the technical difficulties.

A. **Recognitions/Communications**

Dr. Parvey introduced the new Business Manager, Martha Sybert.

Schools visited included Wood Hill Middle School, High Plain Elementary School for the Winter Wonderland, West Middle School for the IFL walkthrough, Bancroft Elementary, West Middle School presented Elf the Musical and holiday concert, and Andover High School visiting classrooms.

Administrative Updates included West El/Shawsheen Pre-School Building Committee meeting, EV Bus tour to introduce our new electric buses, DESE Tier Focused Monitoring interview, All Administrators meeting and a few Andover High School Building Committee meetings. Dr. Parvey also attended the ACE meeting regarding strategic planning and the CREST Collaborative where the Executive Director's evaluation and Treasurer's evaluation were approved.

Andover High School Assistant Principal, John Norton, is retiring at the end of December after service 15 years in the Andover Public School system.

Dr. Riley informed the School Committee that Professional Development was held on December 19<sup>th</sup> with many activities offered. The Tiered Focus Monitoring review is a district wide review of civil rights and Special Education programming. The final report will be available in 30 to 60 days. Data Wise training is ongoing for district wide coaches. Understanding By Design is ongoing until the end of the year to align the curriculum for K-12.

Mr. Taverna informed the School Committee that Monday at 2:15pm there will be a ribbon cutting at High Plain to unveil the new playground. He visited 6<sup>th</sup> grade science class at Doherty Middle School where they were learning about the solar system which was very engaging.

Ms. DiCesaro attended the launch of the electric buses as well as the winter band and chorus program at Doherty Middle School, which was very creative.

Ms. Spruce informed the School Committee that the next informal forum will be held December 17<sup>th</sup> at 9:30am virtually.

Dr. Conoscenti attended the Andover High School Building Committee meetings where the architect provided models with various options available. The next meeting is scheduled for December 20<sup>th</sup> at 7:50am. January 11<sup>th</sup> is the community tour of Andover High School from 5:30pm-7:00pm.

Mr. Wright attended the DEI Committee meeting with the new AYS Director who spoke and ways to support the youth of Andover was discussed. Also discussed was bringing student drive groups together in a summit to share ideas. The Audit Committee meeting is next week.

Sofia Miele, SGA student representative, stated that all students are looking forward to winter break.

Ms. McCready thanked everyone for the turnout at the Special Town Meeting to support funding the West Elementary/Shawsheen Pre-school project. A meeting was held December 5<sup>th</sup> to review pricing documentation. On December 18<sup>th</sup> final guaranteed maximum price documents will be sent to the Town Manager for execution. The next building committee meeting will be held next Wednesday at 7:00pm virtually. The next School Committee meetings are January 5<sup>th</sup> and 19<sup>th</sup> with an extended meeting on January 10<sup>th</sup> to meet with Department heads regarding budget planning from 4:00pm-8:00pm.

B. **Public Input** – None.

C. **Response to Public Input** – None.

D. **Education** - None

E. **New Business**

1. Superintendent's Preliminary FY24 Budget Presentation

Expenses for FY24 were reviewed, including Personnel and General Expenses, totaling \$99,600,924.00.

Staffing recommendations will be based on analysis of performance data, staffing, and student enrollment of APS to address performance gaps; provide targeted support to schools based on identified needs; provide structure to promote continuous professional learning and curriculum development; and support special education students and programming.

The average elementary class size was reviewed from 2009/2010 to the current year. Class size and ratio were discussed relative to the APS policy. We remain within the policy range. The average kindergarten class size was reviewed from 2016/2017 to current. The major initiatives for FY24 and beyond were reviewed. These initiatives include expanded coaching and instructional support for ELA and Math K-8; continued curriculum development process across grades and content areas; continued research and evaluation of a new middle school schedule; and expanded efforts for students with emotional and behavioral needs.

FY24 Budget Drivers were reviewed and included salaries, transportation, K-8 math curriculum materials and professional development, special education tuition and expense (\$2.7 million increase), and contracted increases for collective bargaining association members and non-union employees.

Ms. McCready added that the special education increase is a 14% increase which is a significant burden to the district.

Chapter 70 Aid FY2013-2024 projected was reviewed. Out of district placement expenditure increase was reviewed FY12 – current.

Budget Priorities include staffing priorities, academic support, website support, lunch monitors, and police traffic detail at Andover High School and West Middle School.

Expense Improvements include math professional development and instructional support, support for elementary math curriculum, new middle school curriculum, and buses to support service improvement.

Ms. Spruce asked if the bus vendor can accommodate an increase in service. Mr. Taverna responded that another vendor can be used at the expense of the current contractor if they cannot fill the additional need.

Ms. DiCesaro asked if foreign language improvements are being addressed. Dr. Riley responded that foreign language is part of the 5-year cycle review of curriculum and will be reviewed in 2 years. We now have a dedicated program coordinator in place.

Ms. McCready asked if the curriculum review cycle can be published.

#### **F. Continued Business**

1. Field Trip-Revised AHS International Trip to Belize Feb. 17-24, 2023. Sarah Fisher reviewed the timeline and cancellation of the Peru trip due to the increased travel safety alert and recent coup. She described the itinerary for a proposed new trip to Belize. The cost is less by about \$1,000 and due to the limited time, the trip cannot be opened to additional students. Seven students are going and over 20 have cancelled. The families that have cancelled can either received a voucher for a future trip or a cash refund less \$350 deposit.

Ms. DiCesaro expressed her concern with the high-cost fee of the refund.

Discussion followed regarding refunds and cancellation, safety concerns, the district's policy on the number of chaperones, and the limited time within which families need to make a decision whether or not to cancel.

No Motion to approve the field trip to Belize was made so the trip is not approved.

2. District Strategic Roadmap Community Survey Update and Discussion. The survey was opened December 5<sup>th</sup> and will close on Saturday. Nicole reviewed the distribution platforms used and the locations of the survey. The results to date are 132 responses with an increase in student participation. Most of the feedback has been positive. Mr. Wright added that the response was lower than he anticipated but the outreach was tremendous.

#### **G. Consent Agenda**

1. APS Middle School ACE via ECCF for Glowforge Laser Cutters for the Middle School \$18,870.00;
2. AHS Rotary Club Andover for name tags for presentation \$250.00;
3. South Elementary School American Online Giving Foundation donation \$175.00;
4. West Elementary School Rotary Club of Andover for Books \$615.46;

5. Wood Hill Middle School The Andona Society for Grade 6 Science Program Change is Simple \$2,000
6. School Committee Meeting Minutes: November 17, 2022, and April 4, 2019.

**A motion to move the Andover School Committee to approve the Consent Agenda as presented was made by Dr. Conoscenti, 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.**

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. Preliminary PS FY24 Budget Presentation
3. Consent Agenda