

ANDOVER SCHOOL COMMITTEE MINUTES

March 16, 2023

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

MEMBERS ABSENT: Sophia Miele, SGA student representative.
OTHERS PRESENT: M. Parvey, Superintendent
K. Taverna, Assistant Superintendent of Finance and Administration
J. Riley, Assistant Superintendent for Teaching and Learning

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

Ms. McCready, Chair, called the Regular Meeting of the School Committee of March 16, 2023, to order at 7:01pm in the School Committee Conference Room.

B. Recognitions/Communications

Dr. Parvey's Administrative Updates included her school visits at High Plain Elementary and South Elementary for the Read Along programs. She visited Andover High School with State Representative Tram Nguyen, Andover High School SGA meeting, Doherty Middle School for Learning Walls with IFL and the Topping Off ceremony at West Elementary/Shawsheen Pre-School building project.

Dr. Parvey attend the NSIP 2 year cohort meeting, All Administrators meeting, ACE Quarterly meeting, NSIP Year 2 Coaches Table, and Andover High School Building Committee bi-weekly meeting.

Professional Development continues for Instruction Assistants from Pre-K to grade 12 on the March 10, 2023 early release day. Grades K-5 had parent teacher conferences. Grades 6-8 had professional development by subject matter. Grades 9-12 had the option to choose from a number of professional development options offered.

Dr. Parvey thanked the Andover DPW and APS Staff for their work Tuesday making sure all the students were dismissed safely during the snowstorm. She also congratulated the Andover High School Girls Varsity Basketball team who will be playing Friday night for the state championship.

Dr. Riley also attended the High Plain Read Along and thanked the class for the gift and cards she received. She also attended the Math Learning Lab at Doherty Middle School.

Mr. Taverna stated that the in-person school safety assessment is complete and the Leadership team will be interviewed next, then a survey will be sent out and a focus group set up in the spring.

Ms. DiCesaro also attended the Topping Off Ceremony and the Capstone Literature Review at Andover High School.

Ms. Spruce also attended the Topping Off Ceremony and the 5th grade class was very enthusiastic. She also attended the Capstone Literature Review and was very impressed with the work showcased.

Mr. Wright attended the Topping Off Ceremony and the Capstone Literature Review. Women in History Month is this month and a Women in Business Leaders in Andover event will be held March 29, 2023 at Oak and Iron.

Dr. Conoscenti attended the Capstone Literature Review and enjoyed being with the students and see their work. The Andover High School Building Committee community forum was held Thursday and there are two more scheduled on March 27th and April 13th. The next building committee meeting is next Thursday at 7:50am.

Sophia Miele thanked Dr. Parvey for coming to the SGA meeting at the High School and listening to their concerns and answering questions.

Ms. McCready attended the High Plain Read Along for the 3rd grade. She also attended the Capstone Literature Review. The Andover Service Club is hosting the Credit For Life Fair on April 4th and is looking for volunteers. Town Elections are March 28th. The West Elementary/Shawsheen Pre-School Building Committee met, and an overview of the invoice process was provided, Town Meeting Warrant Articles were reviewed, and updates provided. Ms. McCready also attended the Topping Off Ceremony. The engagement of the students has been wonderful. A memo was received from the Town Manager that the Town may not have the debt limit to fund the High School Building Project. This is not a MSBA project. Ms. McCready also followed up with Sophia's statement at the last School Committee meeting by emailing responses to her questions and offering to attend a Student Government meeting.

C. Public Input – None.

D. Response to Public Input – None.

E. Education

1. Presentation: Educator Evaluation Update- – Dr. Riley presented the Educator Evaluation update. During the 2022-2023 school year all evaluators are receiving 18 hours of professional development to support calibration of best practices that support instructional improvements across the district. The 5 Step Evaluation Cycle was reviewed as well as the goals. The Educator Evaluation System will align with the improvements in the district, including use of data, consistency and direct message with feedback. Evaluation is a skill that is developed over time.

Ms. Spruce asked if this process would help with items identified by DESE in its comprehensive report. Dr. Riley explained the use of data to achieve goals and perfect and develop content during the school year in the next steps. Using the data will drive instruction.

Dr. Conoscenti asked if there is a plan for retraining or check-ups. Dr. Riley explained a second round of training is being investigated and checks and balances are being built in. We are continuously building values to do this work effectively.

Professional Development topics were reviewed, including note-taking strategies to assist during the evaluation and to translate into written evaluation, Peer Reviews for High School and Elementary, conferencing and formative assessments and direct growth and improvement plans. Professional Development practices include role play, peer consultations, calibration and feedback, and homework. Feedback from the Professional Development was reviewed. Beth Miner stated that we are in year one of implementation of Eureka2 Math curriculum. She reviewed the Launch 2022 Training, fall 2022 Workshops and Winter 2023 Workshops held. Grade level topic planning sessions were held. She shared some feedback from the teachers. Parent support through in-person workshops and one virtual workshop are helping the parents understand the curriculum. There is constant contact with families from Eureka2 Math and at home practice samples.

A \$100,000 grant was awarded for high quality instruction materials and will be used for PD for the Eureka2 through August 31, 2023. The district can reapply after that date. The district has the infrastructure to continue the work moving forward which puts us in a good position for additional grants. Merrimack College Fellows will also be working under this grant.

Steve Fink added that mathematics from APS stays with the students.

Jason DiCarlo reviewed the Elementary Content Coaching vision for APS which is developing a culture of adult learning. Fall 2022 was content focused coaching with coaching support continuing in late fall 2022 and winter 2023.

APS coaches survey was sent to teachers to obtain their feedback. 130 responses were received. A few statements received were provided to the School Committee. The rating system was reviewed. Moving forward 2022-2023 will be building trust and relationships, 2023-2024 will build the culture of adult learning.

Ms. Spruce asked how the team has addressed what some might view as the stigma of needing a “coach” and viewing coaching as a positive. Mr. DiCarlo responded it helps build credibility and you find the positives and successes. You are not coaching because of a deficiency, but to build the culture of adult learning.

F. New Business

1. AHS Field Trip: International Trip to France (April 10-20, 2024)

Peter Hall presented the information to the School Committee. The exchange program has been in effect for about 20 years, and this is the 6th exchange. The students live with families for a week and attend school, and activities. Mr. Hall reviewed the 10-day schedule. The cancellation policy was reviewed and discussed.

A motion that the Andover School Committee vote to approve the proposed extracurricular trip for Andover High School students to travel to France from April 10-April 20, 2024 in accordance with the provisions set forth in the Andover School Committee policy entitled “APS School-Sponsored Trip and Student Travel Policy,” as presented, was made by Dr. Conoscenti, seconded by Mr. Wright and unanimously approved 5-0.

2. FY24 Warrant Articles

- Article P24: Authorize Electricity Supply/On Bill Credit Purchase Agreements at Bancroft Elementary School.
- Article P25: Authorize Lease of Land/Rooftop Space at Bancroft Elementary School for Solar Photovoltaic Facilities
- Article P27: Authorize Electricity Supply/On Bill Credit Purchase Agreements at West Elementary School/Shawsheen Pre-School
- Article P 28: Authorize Lease of Land/Rooftop Space at West Elementary School/Shawsheen Pre-School for Solar Photovoltaic Facilities
- Article 45: Andover Sustainability Resolution

Article P24 is an agreement to purchase solar energy at a fixed rate for the term of the agreement at Bancroft Elementary.

Article P25 is the agreement to lease the site to a 3rd party to generate solar energy for the term at Bancroft Elementary.

Article P27 is to purchase solar energy at a fixed rate for the term of the agreement at West Elementary School/Shawsheen Pre-School.

Article P28 is the agreement to lease the site to a 3rd party to generate solar energy for the term at West Elementary School/Shawsheen Pre-School.

The solar panels are good for 20-25 years and it is best if they are placed on a new roof, which is why Bancroft Elementary and West Elementary/Shawsheen Pre-School were chosen. This is renewable energy without up-front costs and a savings of over \$1.2 million during the term of the agreement. There is a fixed rate for 20 years. The solar panels extend the life of the school roofs. The risk is unexpected, downed trees can put the panels out of commission resulting in higher electricity rates for a period of time. There are also new tax incentives for solar energy and installation.

A motion that the Andover School Committee vote to recommend approval of Warrant Article P24 as presented was made by Ms. DiCesaro, seconded by Ms. Spruce and unanimously approved 5-0.

A motion that the Andover School Committee vote to recommend approval of Warrant Article P25 as presented was made by Ms. Spruce, seconded by Dr. Conoscenti and unanimously approved 5-0.

A motion that the Andover School Committee vote to recommend approval of Warrant Article P27 as presented was made by Dr. Conoscenti, seconded by Mr. Wright and unanimously approved 5-0.

A motion that the Andover School Committee vote to recommend approval of Warrant Article P28 as presented was made by Mr. Wright, seconded by Ms. Spruce and unanimously approved 5-0.

Article P45: Andover Sustainability Resolution was presented by Gracie Ventre and Kate Margolese. This Warrant Article is being put forth by AndoverWeCan. The six actions recommended to the Town were reviewed. The passing of this Article would align the Town with the State, provide climate prioritization, showing the Leadership that

this is a priority and is non-binding. This would align with the state's goal to reach net zero emissions by 2050.

A motion that the Andover School Committee vote to recommend approval of Warrant Article P45 as presented was made by Dr. Conoscenti, seconded by Mr. Wright and unanimously approved 5-0.

- 3. Job Descriptions: Middle School Humanities Coach and Middle School STEM Coach** - Dr. Riley reviewed the job descriptions for the Middle School Humanities Coach and the Middle School STEM Coach. The Coaches will work in all three Middle Schools to facilitate and support the teachers and develop curriculum and professional development. They will also help develop the new Middle School schedule with vertical and horizontal alignment with all three Middle Schools.

A motion that the Andover School Committee vote to recommended job descriptions for the Middle School Humanities Coach and the Middle School STEM Coach as presented was made by Ms. Spruce, seconded by Dr. Conoscenti and unanimously approved 5-0.

- 4. Superintendent Mid-Year Goals** – Dr. Parvey presented her mid-year goals with evidence of her progress, which include her regular presentations to the School Committee, bi-weekly memo to the School Committee, and District Administrators' presentations to the School Committee.
Goal #1: Professional Practice Goal includes continued attendance at REDI sessions, presentation to School Committee and DEI Commission, met with Andover High School C3 committee to share district's work on equity, and implicit bias training.
Goal #2: Student Learning Goal includes assessment of current district SEL practices, systems and resources K-12 and begin preliminary implementation of a district wide comprehensive SEL plan. This includes anti-bullying training for all administrators, Jason Levine going to schools for training with guidance counselors, a continued partnership with Yale Center for Emotional Intelligence, and Cohorts for RULER training with an April kickoff.
Goal #3: Student Learning Goal includes the use of data to drive instruction and inform district priorities which include consistency in the supervision and evaluation process. Data Wise training sessions, teacher evaluation training meetings with RIBAS, Understanding by Design curriculum framework training and bi-weekly visits to schools to observe and discuss instruction in classrooms with building leaders.
Goal #4: District Improvement Goal is the development and initial implementation of the APS strategic plan for ongoing improvement. The district strategic roadmap has been finalized and development of a 3-year operational plan continues.
Goal #5: District Improvement Goal of communication and engagement. This includes participation in PTO meetings, town and community events, meetings with AEA leadership, staff drop-ins at schools, Superintendent's office hours, AHS Building Committee participation and participation in West Elementary/Shawsheen Pre-School project events and milestones.

Dr. Parvey reviewed the goals and actions or steps taken to achieve these goals to date. Ms. Spruce thanked Dr. Parvey for the work and attention towards the goals, especially the community engagement.

Dr. Conoscenti appreciates the regular thorough updates.

Mr. Wright thanked Dr. Parvey for her patience and discipline in putting forth her vision for the District and her communication.

Ms. DiCesaro thanked Dr. Parvey for her commitment to the work being done.

- 5. Memorandum of Agreement: SEIU Local 888 School Custodians** – Mr. Taverna and Mr. Wright have negotiated a Memorandum of Understanding with the school custodians which includes a 2.5% increase for FY24. Mr. Taverna thanked the custodians for a collaborative session.

A motion that the Andover School Committee vote to approve the Memorandum of Agreement between the Andover School Committee and SEIU Local 888 School Custodians effective July 1, 2023 – June 30, 2024 and to authorize the Chair to sign the revised contract on behalf of the School Committee as presented was made by Mr. Wright, seconded by Ms. Spruce and unanimously approved 5-0.

E. Consent Agenda

1. Donations/Grants to the District including Andover Vocal Music Association to Andover High School Show Choirs in the amount of \$5,000 and Tides Center mini grant for 5 staff members to attend the Innovative Schools Learning Excursion at Casco Bay High School in the amount of \$3,750.
2. Minutes for February 2, 2023, Meeting.

A motion that the Andover School Committee 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 at 9:03pm by Dr. Conoscenti, 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. Elementary Math and Coaching
3. Update on AHS Building Project
4. AHS Education Plan
5. Policies KCD and Section D
6. Consent Agenda