

ANDOVER SCHOOL COMMITTEE MINUTES

March 2, 2023

MEMBERS PRESENT: S. McCready, Chair
L. Conoscenti

T. Spruce, Vice Chair
S. Wright

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

II. Public Hearing – FY24 Recommended School Budget

Ms. McCready opened the School Committee Public Hearing on the FY24 Recommended Budget. Ms. McCready stated that the notice of the public hearing was published in the Andover Townsman.

Dr. Parvey presented the FY24 Recommended School Budget and reviewed the timeline of the budget presentations to the School Committee. The FY24 Recommended Budget totals \$99,600,924 (3.75% increase) and does not include the \$1.5 million Circuit Breaker reserve.

Data driven analysis was used to analyze the current performance data, staffing and enrollment to strategically allocate staff and maximize efficiencies. The budget addresses learning gaps, targeted support based on identified needs, provides structure to promote continuous professional learning and curriculum, supports special education students and programming, and responds to enrollment changes. Major initiatives for FY24 expand coaching, include curriculum development, the new Middle School schedule, and expand support for students with emotional and behavioral needs. The FY24 Recommended Budget also includes the addition of a District Registrar/Program Coordinator (Pre-K-8), and an increase in transportation services.

The FY24 Recommended Budget leverages the ESSR funds and grants. Chapter 70 aid was reviewed. The Chapter 70 aid goes into the Town Fund, not the School Department funds.

Out of district placements were reviewed. Mr. Taverna added that the \$1.5 million of Circuit Breaker reserve will be used to offset the out of district placement costs in FY24.

Class sizes were reviewed. The average class size in elementary remains at 21 students.

The highlights of the FY24 Recommended Budget are a 3.75% increase, it meets all the obligations, meets education and curriculum requests, maintains budgets for student activities, maintains reductions in student fees, leverages ESSR funds and grants, special education reorganization and includes the hiring of a District Registrar/Program Coordinator.

FY24 Level Service drivers were reviewed including primary obligations and offsets and costs savings in the budget.

FY24 Budget Summary was reviewed with itemized expenses of investments.

FY24 Salary and Non-Salary obligations were itemized and reviewed.

FY24 Student Services obligations were itemized and reviewed which include the circuit breaker reserve.

FY24 Special Education programming and reorganization were reviewed.

FY24 Core Curriculum was reviewed and the costs.

Ms. McCready closed the public hearing for the FY24 Recommended School Budget.

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

Ms. McCready, Chair, called the Regular Meeting of the School Committee of March 2, 2023, to order at 7:06pm in the School Committee Conference Room. She asked to remember the families of two APS staff members who recently passed.

B. Recognitions/Communications

Dr. Parvey's Administrative Updates included her school visits at Doherty Middle School with guest speaker Ellen Oh, Andover High School DEI Student Advisory Council, West Elementary "Dress As Your Favorite Teacher" day, Congressman Moulton visited Andover High School students.

School Drop-Ins with APS staff continue with the second round of visits beginning March 30th.

Dr. Parvey met with Senator Finegold, attended Andover High School Bi-Weekly project team meeting, attended the Adaptive Leadership Network meeting, Andover High School Building Committee Meetings, and will attend the Tri-Board meeting on March 4th.

Dr. Riley attended the ELPAC Breakfast and thanked the teachers for attending tonight's meeting.

Mr. Taverna attended the signing of the beam by the West Elementary students for the topping off ceremony.

Ms. Spruce also attended the ELPAC Breakfast which had a great turnout of staff and families. She thanked Colleen Billings for her engaging presentation. The Talking Points App was discussed which is a translation app for text and email and contains 125 languages. High Plain Elementary parents have a group who meets to help parents with English learning and understanding the basics of how APS works. The HS Athletic winter teams were recognized for their success.

Dr. Conoscenti attended the meeting with Congressman Moulton and the students asked challenging and engaging questions. The Andover High School Building Committee meeting was held today, and the Campus 2 with Auditorium model was voted to move forward. The cost estimate is being worked on for a global overview. The timeline was discussed at the meeting between new construction and a renovation. The next Community Meeting is scheduled for Thursday at 7:00pm. A survey was sent out to the community for feedback and can be found on the Building Project page.

Mr. Wright informed the School Committee that an informal School Committee forum was held Tuesday with Dr. Conoscenti. There was a good turnout for the virtual meeting. High School transition was discussed and the supports provided, out of district enrollment questions, and parents appreciate the communication from the District. He also attended the meeting with Congressman Moulton and the questions from the students were thoughtful and had depth.

Sophia Miele informed the School Committee that the students have strong comments regarding the recent bell change. A petition is being circulated with 180 signatures to revert the bell schedule and increase IA pay. Sophia read the petition into the record.

C. Public Input – None.

D. Response to Public Input – None.

E. Education

- 1. Presentation: Middle School Update/NELMS** – Dr. Riley thanked the Middle School Principals for attending and their work on this project. She reviewed the timeline of meetings held to date with monthly meetings with NELMS, Zoom and in-person meetings. The Middle School Schedule Review process is being done in partnership with NELM with guiding documents and foundational research, meetings with NELM and collecting feedback from schools, students and the community. Whole district assessment research was reviewed including US Department of Education, Middle School Journal and Research on Adolescent Development, NCTM, NCTE, STEM. There is a lot of research available regarding adolescent development. Patrick Bucco added that there are conversations about what is being done well, what is not being done well and these conversations continue. Tim Corkery reviewed the 5 Essential Attributes and 18 characteristics of a Middle School education. The Essential Attributes are Equitable, Engaging, Empowering, Challenging and Responsive. He reviewed what each attribute encompassed. Robin Wilson stated that they are taking the COVID experience and infusing new learning into the culture, daily life and reestablishing ourselves into the “Where Everyone Belongs” and the power it has for Middle School students. Dr. Riley shared feedback from the survey and the feedback received was good. The next steps include continued monthly meetings with NELM, feedback sessions, Middle School teams will meet to develop schedule draft and then bring the Middle School teams back together in Fall 2023 for implementation in the 2024/2025 school year. Mr. Wright asked if parent feedback for both incoming and current parents was received. Engaging conversations are happening with the data of what the kids need, and concerns are addressed in the feedback received.

F. New Business

1. FY24 Warrant Articles

Article P4: Fiscal Year 2024 Budget

Ms. McCready read the Warrant Article into the record.

A motion that the Andover School Committee vote to recommend approval of Warrant Article P4 as presented was made by Mr. Wright, seconded by Ms. Spruce and unanimously approved 4-0.

Article P5: 2024 Capital Projects Fund

Ms. McCready read the Warrant Article into the record.

A motion that the Andover School Committee vote to recommend approval of Warrant Article P5 as presented was made by Ms. Spruce, seconded by Dr. Conoscenti and unanimously approved 4-0.

Article P6G: Fiscal Year 2024 Revolving Accounts.

Ms. McCready read the Warrant Article into the record and reviewed the accounts pertaining to the School Committee.

A motion that the Andover School Committee vote to recommend approval of Warrant Article P6G as presented was made by Dr. Conoscenti, seconded by Ms. Spruce and unanimously approved 4-0.

Article P9E&F: General Housekeeping Articles and Accepting Easements.

Ms. McCready read the Warrant Article into the record.

A motion that the Andover School Committee vote to recommend approval of Warrant Articles P9E and PF as presented was made by Mr. Wright, seconded by Ms. Spruce and unanimously approved 4-0.

Article P12: Granting Easements.

Ms. McCready read the Warrant Article into the record.

A motion that the Andover School Committee vote to recommend approval of Warrant Article P12 as presented was made by Ms. Spruce, seconded by Dr. Conoscenti and unanimously approved 4-0.

Article P19: Fiscal Year 2024 Capital Projects from General Fund Borrowing.

Ms. McCready read the Warrant Article into the record and advised that School 5 includes major school projects.

A motion that the Andover School Committee vote to recommend approval of Warrant Article P19 as presented was made by Dr. Conoscenti, seconded by Mr. Wright and unanimously approved 4-0.

Article 20: Capital Projects From Free Cash.

Ms. McCready read the Warrant Article into the record and advised that IT2 is the annual student device refresh.

A motion that the Andover School Committee vote to recommend approval of Warrant Article P20 as presented was made by Mr. Wright, seconded by Ms. Spruce and unanimously approved 4-0.

Article P23: Memorandum of Understanding -Foster Care Transportation.

Ms. McCready read the Warrant Article into the record. Mr. Taverna added that this authorizes the signing of the MOU to enable the Town to access reimbursement for foster care transportation expenses.

A motion that the Andover School Committee vote to recommend approval of Warrant Article P23 as presented was made by Ms. Spruce, seconded by Dr. Conoscenti and unanimously approved 4-0.

Warrant Articles P24, P25, P27, and P28 are tabled to March 16, 2023.

Article P30: Shawsheen School.

Ms. McCready read the Warrant Article into the record. Town Manager Andrew Flanagan informed the School Committee that in 2015, Town Meeting petitioned the legislature to transfer the Shawsheen School building from the School Department to the Select Board due to a deed restriction on the building when gifted to the Town. Only Special Legislation can allow this to happen. The legislature passed it, but the deed had to be changed requiring the current petition. There are no imminent plans for the building. After approval, the Town Building Committee will work with a consultant and community discussions will take place to analyze the function of the existing building. We are hoping to get this going over the summer.

A motion that the Andover School Committee vote to recommend approval of Warrant Article P30 as presented was made by Dr. Conoscenti, seconded by Mr. Wright and unanimously approved 4-0.

Article P31: Andover High School Schematic Design.

Ms. McCready read the Warrant Article into the record. Mark Johnson informed the School Committee that the Warrant Article has been revised and only asking for \$1.3 million and no other action. The feasibility study is ongoing, and a recommendation will be made to the Select Board. The Town Meeting vote to fund the schematic design is next and when the design is done, costs will be in place for a Town Meeting vote in January 2024 for funding of the construction.

A motion that the Andover School Committee vote to recommend approval of Warrant Article P31 as presented and modified was made by Ms. Spruce, seconded by Dr. Conoscenti and unanimously approved 4-0.

2. Stipends: RULER and District Curriculum Member.

Dr. Riley reviewed the internal posting for RULER to facilitate the ability of all five of our schools to attend RULER training for social emotional methodology and practice and cohesive K-12 plan. The first 5 schools will attend training in April. Dr. Riley reviewed the work being undertaken by the Middle School and Elementary.

3. Financials

Mr. Taverna reviewed the January financials with updated numbers, and we are still on track to end the year balanced. The bus contracts are upcoming, and we are prepaying upcoming tuitions.

G. Continued Business

1. FY24 Budget Development Assumptions

Mr. Taverna updated the FY24 Budget Development Assumptions document and reviewed the changes. He handed out updated Chapter 70 information. Page 2 contained updated information for long range planning. Page 6 was updated for increases in utilities in expenses. When he reconciled actual vs. projected, there are adequate funds in those accounts. Page 7 contains the updated Chapter 70 anticipated revenue. Ms. McCready added that Chapter 70 is educational state aid, and all of those funds go into the Town funds then are allocated to the School budget which protects the District budget in case there is a decrease leaving a shortage in the budget. Mr. Taverna reviewed the Chapter 70 increases and funding. Ms. McCready informed the School Committee that the Finance Committee appreciates the Budget Development Assumptions and guideline documents.

A motion that the Andover School Committee vote to approve the revised FY24 Budget Development Assumptions as presented was made by Ms. Spruce, seconded by Dr. Conoscenti and unanimously approved 4-0.

2. Policy Updates – Second Readings

a. Section D – Policies on Fiscal Management

b. Policy KCD – Public Gifts to the Schools

This is the second reading of the policies which were reviewed by Ms. Spruce at the February 16, 2023 meeting. There have been no additional changes.

A motion that the Andover School Committee vote to approve the proposed policies – Section D, selected policies on fiscal management, and Policy KCD – Public Gifts to the Schools, as presented was made by Dr. Conoscenti, seconded by Mr. Wright and unanimously approved 4-0.

H. Consent Agenda

1. Donations/Grants to Bancroft Elementary from Bancroft School PTO for music room AV upgrade in the amount of \$15,000.
2. Minutes for January 19, 2023 and December 7, 2022 Tri-Board meeting.

A motion that the Andover School Committee approve the Consent Agenda as presented was made by Ms. Spruce, seconded by Dr. Conoscenti and unanimously approved 4-0.

A motion was made to adjourn the Andover School Committee meeting at 8:35pm by Dr. Conoscenti, seconded by Ms. Spruce and unanimously approved 4-0.

Submitted By: _____ Approved _____
Lynn Viselli, Recording Secretary 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. MS Schedule/NELMS Update
4. FY24 Warrant Articles
5. RULER and District Curriculum Member Job Descriptions
6. Consent Agenda
7. Policy Updates Section D and Policy KCD