

**Andover School Committee**  
**Minutes of Regular Meeting of September 29, 2009**  
**School Administration Building - School Committee Room**

**Members in Attendance:** Chair Debra Rahmin Silberstein, Richard J. Collins, Dennis Forgue, Annie Gilbert, and David Birnbach.

**Others in Attendance:** Dr. Claudia L. Bach, Superintendent, Dr. Susan Nicholson, Assistant Superintendent and David Keniston, Business Manager

**I. Call to Order**

Chair Deb Silberstein reconvened from the Tri-board Sub-Committee Meeting to the School Committee Meeting at 9:08 P.M. Dennis Forgue made a motion to open the School Committee Meeting, with a second by Annie Gilbert. The motion was unanimously approved.

**A. Salute to the Flag**

Mr. Collins led the meeting in a Moment of Silence and a Salute to the Flag.

**B. Recognition of Achievement**

Dr. Bach recognized the WHMS Grade 6 class and teachers Amy Brady and Steve Tisbert for the amazing patio project they created transforming an outside area into an educational space for learning. Dennis Forgue commented on the whole educational component of the project.

**C. Communications**

Dr. Bach said the School Department is under contract with Maxim Services to provide the seasonal flue shot to our students. The N1H1 vaccine is moving along and an update will be provided as soon as more information is made available.

Dr. Bach attended the ACE Retreat on September 24<sup>th</sup> led by Tina Girdwood. It was a wonderful workshop that covered strategic planning and mission. ACE continues to be an extremely devoted to the Andover Public Schools and should be involved in our strategic plan.

Dr. Bach invited the School Committee members to join her at a symposium on Saturday, October 24<sup>th</sup> at M.I.T. on Media Literacy, Teaching, and Learning 21<sup>st</sup> Century Skills.

Dr. Bach said she and Dr. Nicholson met with Lyle Kirtman of Future Management Systems to discuss the Strategic Plan process. Dr. Nicholson said it was a productive meeting with the next step being to schedule a workshop with the School Committee for either October 14<sup>th</sup> or October 15<sup>th</sup>. The goal of the workshop will be to kick-off the two pinpoint planning areas (Technology and Revenue Generating Ideas) and decide who would move the pinpoints forward, the role of the School Committee, and formation of the Steering Committee, Advisory Committee, and Community Forums. Chair Silberstein had hoped the kick-off would have been sooner and is disappointed that they are off to a slow start. Annie Gilbert asked about the scope of the Steering Committee and Dr. Nicholson said it would be small in size consisting of two School Committee members, one parent, one community member, as well as the Superintendent and Assistant Superintendent. The Steering Committee will be responsible for approving the plan, making the "big" picture decisions, driving the pinpoints, and overseeing the community forums. The Leadership Teams will be the workhorses who will drive the process, collect all data, and conduct an internal scan. Dennis Forgue said it is important to have Focus Groups and welcomed recommendations from the School Committee on whom to invite. Suggestions included members of the Board of Selectmen/Finance subcommittee, and the Budget Advisory Council.

### C. Communications (Cont'd)

Annie Gilbert gave an update on the Bancroft School Building Project now that the design firm has been selected. There is a level of anxiety on the part of the Bancroft and Shawsheen Communities about what the Bancroft Project will look like, and what portion of the Shawsheen Community will be included. The Feasibility Study will provide the parameters of the projects with certain options to be ruled in/out by virtue of the design process. It is important to schedule communication meetings with parents and other stakeholders alerting them to when the meetings will be and the subject to be discussed. The educational configuration will be sent to MSBA by December, which will provide the size of the building, and who/what the population will be. Symmes, Maini & McKee understands the uniqueness of this project of potentially merging two communities together.

### D. Finance

#### 1. Proposed FY2011 Capital Improvement Plan

Dr. Bach said the first pass of the FY2011 CIP includes SCH-1 Maintenance Issues, SCH-2-Health & Safety, and SCH-3 Technology and Textbooks, with Plant and Facilities 6 & 8 under Joe Piantedosi's management (district-wide). The primary priority of the CIP is health and safety concerns and looking at Technology and Textbooks differently.

Joe Piantedosi gave a brief overview of the first-pass of the CIP stating that due to the economic climate there may be reductions to the document. Some of the line-items are on-going projects and they will try to fund higher priority items to bring the school buildings into ADA compliance, continue ongoing asbestos removal, and continue annual maintenance to avoid costs of full replacement. PF 6 & 7 include major school projects which include ongoing funding for energy projects, upgrading the security program at a few schools, and to finish the school roof program.

Annie Gilbert inquired about the line item in the CIP to move the Copy Center to Andover High School. Dave Keniston said they are still investigating moving the Copy Center because it is under-utilized where it is now. At this time however, there is no room at Andover High School to house the Copy Center. Mrs. Gilbert also asked about older buildings with PCP's and if that is an issue. Mr. Piantedosi said it only becomes an issue during demolition and they take all pre-cautions beforehand and only do major work of that type in the summer to minimize any impact and the buildings are tested for PCP's as part of the asbestos program.

David Birnbach asked how recommendations are prioritized and Mr. Piantedosi replied that input received from his staff, and school principals helps with establishing priorities. Deb Silberstein asked Mr. Piantedosi at what point will we begin to feel the implications of the budget reductions to the CIP; to which Mr. Piantedosi replied they are already feeling the effect of the budget reductions, staff levels are down, and workers are taking on more responsibilities.

SCH-3 Technology and Textbooks – Dr. Nicholson gave the School Committee a memo containing three charts showing data on the curriculum councils, curriculum reviews, and the possible new textbook adoptions. Curriculum work this year will impact the future direction of any proposed textbook adoptions. New textbook adoption expenses from school years 2001 through 2010 totaled \$3,011,227.93 with Technology totaling \$2,721,482 for the same time frame. Understanding the need to integrate media and technology into the classroom, Dr. Nicholson and Ray Tode, Director of Technology, are committed to researching other options to deliver the curriculum besides the traditional purchase of textbooks. In December a District-wide Staff Development course offering to research available technology to deliver curriculum, determine what is a good fit for Andover, and if it will match the frameworks and benchmarks will begin. Participants will bring the information back, make recommendations, and then establish a pilot program that will be researched

**D. Finance (Cont'd)**

**1. Proposed FY2011 Capital Improvement Plan (Cont'd)**

based. Technology for the pilot program will need to be purchased by the spring to sustain this high-priority professional development endeavor over the summer. The request for funds is seed money to begin this research and development project.

Ray Tode said a new technology plan would evolve through the strategic plan process and the coordination of the curriculum proposals set forth by the Assistant Superintendent. At this time, the FY2011 Sch-3 Technology CIP budget cannot be defined and will need to be presented as an estimate. He is recommending the CIP budget for Technology be set at \$300,000. The funds will be used to address the infrastructure equipment requirements and for research and development funds for pilot programs. The technology infrastructure will be important to sustain all that we want to do. We have not been able to build out technology to where we can apply new technology and an efficient, effective technology plan has to part of our core.

David Birnbach suggested contacting local technology companies to ask for help with funding and ideas.

**I. Motion to Adjourn**

Mr. Forgue motioned to adjourn the Regular Meeting of the School Committee. The motion was seconded by Mrs. Gilbert, and voted 5-0 –0 to approve. The meeting adjourned at 10:20 P.M.

Respectfully submitted,

*Dee DeLorenzo, Recorder*