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**Board of Selectmen/School Committee/Finance Committee**  
**Minutes of Triboard Meeting of March 11, 2015**

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**I. Call to Order/Roll Call**

Chairman Kowalski called the Triboard Meeting of the Board of Selectmen, Finance Committee, and School Committee to order at 7:04 P.M. in the School Committee Room in the School Administration Building. Present from the Board of Selectmen: M. O'Donoghue-Y, P. Salafia-Y, B. Major-Y, A. Vispoli-Y. and D. Kowalski-Y,

Finance Committee Vice-Chair Linn Anderson opened the meeting for the Finance Committee. Present from the Finance Committee: J. Marden-Y, M. Kruse-Y, L. Anderson-Y, E. Moffitt-Y, J. Barry, Jr.-Y, B. Zahorik-Y, G-Serrao-Y, and S. Jon Stumpf-Y (arrived after meeting opened).

School Committee Chair Annie Gilbert opened the meeting for the School Committee. Present from the School Committee: P. Colby-Clements-Y, A. Gilbert-Y, D. Birnbach-Y, J. Blumstein-Y, and D. Robb-Y.

Also present: Town Manager Reginald S. Stapczynski, Superintendent Marinel McGrath, Assistant Superintendent Paul Szymanski, Assistant Town Manager Steve Bucuzzo and Finance Director Donna Walsh. The meeting was duly posted and cablecast live.

**II. Opening Ceremonies/Moment of Silence/Pledge of Allegiance**

Chairman Kowalski led the members in a moment of silence followed by the Pledge of Allegiance.

**III. FY-2016 Budget/CIP Presentations**  
**School Department Budget Discussions**

Superintendent McGrath thanked everyone who has been part of the school budget process especially the Leadership Team, School Committee, Board of Selectmen, Town Manager and most importantly, Paul Szymanski and his staff. The budget presented expresses the values and beliefs of the Andover Education System. Dr. McGrath gave a brief recap of the status of the Strategic Plan. Goal 1: High Achievement for All. We are in Year 2 of the 4 year focus on Project Based Learning which has expanded from the middle schools to include elementary and high school teachers and going well; eighty plus teachers participated in the Curriculum Review Programs; we are in Year 1 of the new Math in Focus Program for Grades K-8, and a review of the Science Program begins this coming May, Andover High School Course Proposals will be presented next week with some courses eliminated and new courses added. Goal 2 of the Strategic Plan: Technology Supported Learning is also going well starting the school year with a two-day Technology Conference for teachers, online and on-going face to face technology courses, launching of the 1:1 Pilot Program for eighth graders along with the parent portal (ending paper report cards). Goal 3-Teaching and

**III. FY-2016 Budget/CIP Presentations (Cont'd)  
School Department Budget Discussions (Cont'd)**

Learning: We are in the second year of the new Massachusetts Educator Evaluation Model and developing District Determined Measures (DDM's) providing extensive training and development for teachers in these areas.

Major priorities include ensuring level services, investing in the Strategic Plan to keep the school system moving forward, meeting our statutory and regulatory obligations, capturing savings and reorganizing where possible, and to work within available funds. We are analyzing and making changes to categorize contractual and known expenses under 1) Base budget, 2) Legal, 3) and the Strategic Plan.

The FY-16 Preliminary School Budget presented in early January was \$73,800,857. On January 23, 2015 after adjusting the Preliminary Budget to concur with the Town Manager's Preliminary Tax Levy number presented to the Board of Selectmen on January 14<sup>th</sup> – the revised School Department FY-16 Preliminary Budget was adjusted to \$73,296,591 which is an increase over FY-15 of 3.37% or \$2,392,139. In February, the school budget number was once again adjusted to align with the allocated \$72,873,529 proposed by the Town Manager which is a 2.78% increase of \$1,969,077.

In order to meet this new budget number reductions were made in the 230 Teaching Account (loss of 21.5 existing teachers across all levels); a reduction of \$164,000 from Legal, \$100,000 in the Personnel Turnover Account for anticipated retirements; and \$44,796 from the General Expense Accounts and Summer School. Changes in class size will be implemented in Grade 4 through Grade 12. If additional funds become available, the funds will be used to restore lost teaching positions.

The School Budget of \$72,873,529 includes \$58,655,269 in Personnel Salaries and \$14,218,860 in Expenses, meeting all of the regulatory and mandatory requirements. In an effort to keep the Strategic Plan moving forward the budget includes a request for 2.2 positions for Elementary Digital Learning Specialists, along with 10.20 FTE's to meet enrollment, and legal, mandates, and safety requirements. In summary, the FTE's will be reduced by 21.5 teaching positions, adding 12.4 positions to fulfill Strategic Plan, Enrollment, and Compliance needs for a net FTE reduction of 9.10 Staff members.

Andover Public Schools has ten schools housing 6,100 students, 900+ employees and must have an adequate budget to provide a quality education for all while meeting all statutory regulations. The School Budget Public Hearing will be held on March 19<sup>th</sup> and Superintendent McGrath will urge the School Committee to delay voting on a budget number until there is more certainty of what the final budget number will be. The School Committee will begin the process of discussing and voting on the CIP school articles next week.

### III. FY-2016 Budget/CIP Presentations (Cont'd)

#### Capital Project Discussions

Capital Project Fund - \$1,078,000

Ed Ataide addressed the \$1,078,000 request for Schools 1, 2, and 3.

SCH-1 Priority 1 projects for FY-16 total \$435,000 covering a multitude of repairs, and maintenance projects deemed as a high priority for the schools.

SCH-2 – Projects by School Buildings are also prioritized for FY-16 and total \$405,000.

SCH-3 for new adoption textbooks and technology materials that create a blended learning environment totaling \$710,000; priority 1 items include \$200,000 for the Grade 6-12 Science Program and \$300,000 for PK-5 Science Program, \$40,000 for PK-12 Electronic Textbooks, PK-12 Response to Intervention, and \$120,000 for Grade 9-12 High School texts due to the implementation of the new high school schedule. In order to meet the needs in the CIP they reduced School-1 by \$12,000 and School-2 by \$285,000. The boards discussed shifting texts out of the CIP and into the operating budgets.

#### Capital Improvement Program

##### SCH-4 AHS Track Replacement \$250,000

The Andover High School Track was installed 18 years ago with a life span of 12-15 years and the surface has significantly deteriorated. The request is to resurface the track with a new, rubberized athletic surface at a cost of \$250,000.

##### SCH-5 Major School Projects \$455,000

The request for \$455,000 for major school projects priority one items includes installing additional lighting on the access road to Lovely Field and at both entrances of the field for \$30,000; renovation of the Life Skills Kitchen at AHS to support the life skills curriculum; \$100,000 for outside masonry work at DMS to stop water seepage; \$50,000 to replace the original auditorium seating at WMS with new seating; SCH-6 School Site Improvement Plan \$319,000; and \$200,000 for masonry sealing at WHMS and High Plain Elementary.

##### SCH-6 Site Improvement Master Plan

The request is for \$319,000 in design money for the West Elementary School site as part of the 2012 site improvement master plan to update all school sites to bring them up to ADA compliance and to improve pedestrian safety and vehicle circulation; replacing pavement and sidewalks, and reconfiguring drainage and storm water runoff to meet environmental regulations.

The Board members discussed how to relook at changing the design components to break the project out into phases. Mr. Ataide said any project can be broken up into phases but it will end up costing more in the long run and is not in agreement in doing the project in phases.

### III. FY-2016 Budget/CIP Presentations (Cont'd)

#### P& F-7 Town & School Energy Initiatives \$337,000

To complete the total building upgrade of temperature and air flow controls by replacing existing controls with digital programmable units that tie to the energy management system.

Paul Puzzanghera, CIO of Technology spoke about the CIP Information and Technology Budget. Six CIP articles were submitted and three have been approved:

#### IT-1 Annual PC Replacement/Lease Program \$402,393 (free cash) - approved

#### IT-2 Video Infrastructure Enhancements - approved

#### IT-3 Digital Records Pilot - approved

Project will solve a huge physical growth problem with backup and retrieval of town records that will lower our storage and retrieval costs while increasing accessibility.

IT-4 Network Redundancy - \$150,000 request reduced to \$64,000 to reduce the redundancy between School and Public Safety Data Center allowing for all information to flow on one connection and delivering to all town buildings on one connection.

#### IT-5 Student Mobile Carts – was integrated into SCH-1, 2,3

IT-6 Safety and Security Communications Enhancements \$600,000 out of General Fund Borrowing would support upgrading internal communication systems throughout the schools that are essential to the safety and security of both Town and School Buildings.

### IV. Adjournment

At 10:02 P.M. on a motion by Brian Major and seconded by Paul Salafia, the Board of Selectmen voted 5-0 to adjourn from the Triboard Meeting. Roll call: A. Vispoli-Y, D. Kowalski-Y, M. O'Donoghue-Y, B. Major-Y, and P. Salafia-Y.

On a motion by Paula Colby-Clements, and seconded by Joel Blumstein, the School Committee voted 5-0 to adjourn from the Triboard Meeting. Roll call: A. Gilbert-Y, D. Birnbach-Y, P. Colby-Clements-Y, J. Blumstein-Y, and D. Robb-Y.

On a motion by Greg Serrao and seconded by Margaret Kruse, the Finance Committee voted to adjourn the Triboard Meeting: J. Marden-Y, M. Kruse-Y, L. Anderson-Y, E. Moffitt-Y, J. Barry, Jr.-Y, B. Zahorik-Y, G-Serrao-Y, and S. Jon Stumpf-Y

Respectfully submitted,

Dee DeLorenzo  
Recording Secretary

Documents: FY-16 School Budget