

**Andover School Committee Regular Meeting
Minutes of September 3, 2015**

Members in Attendance: Annie Gilbert, Paula Colby-Clements, Joel Blumstein, Susan McCready, and Ted Teichert

Others in Attendance: Interim Superintendent Sheldon Berman, Assistant Superintendent Nancy Duclos and Assistant Superintendent of Business and Finance Paul Syzmanski, AHS Liaison Tim Chen

I. Executive Session

At 6:20 P.M. School Committee Chair Annie Gilbert called the School Committee Meeting to order in the School Committee Room. At 6:21 P.M. the School Committee on a motion by Susan McCready and seconded by Paula Colby-Clements, moved to enter into Executive Session for the purpose of discussing matters pertaining to pending litigation and to return to Open Session. Roll call: A. Gilbert-Y, P. Colby-Clements-Y, J. Blumstein-Y, and S. McCready-Y. Ted Teichert arrived after the meeting opened. At 7:03 P.M. on a motion by Paula Colby-Clements and seconded by Joel Blumstein, the School Committee voted to adjourn from Executive Session and not to return. Roll call: A. Gilbert-Y, P. Colby-Clements-Y, J. Blumstein-Y, S. McCready-Y, and T. Teichert-Y.

II. Regular Meeting

A. Opening Ceremonies

Annie Gilbert led the meeting in a Moment of Silence followed by a Salute to the Flag.

Annie Gilbert reported that the School Committee Agenda is being amended to include a discussion on the concussion policy as the first order of business. Ted Teichert moved that the School Committee move the Concussion Policy to the first order of business. The motion was seconded by Susan McCready and voted 5-0 to approve.

1. Concussion Policy

This is a first reading of the Concussion Policy (CP) with updates explained by Don Doucette, Athletic Director and Desiree Julie, athletic trainer. The CP has to be submitted to the State by the end of September requiring a vote of the School Committee. The CP was sent out for recommendations and review and forwarded to the School Committee prior to the 1st reading. Every year parents, athletes, and coaches are required to watch the video on concussions (the link to the video is posted on the AHS Athletic Department webpage) and is a tool for parents to recognize the symptoms and steps to follow. After watching the video and taking a test, parents/guardians, athletes, and coaches confirm that they have watched the video by completing a sign-off sheet and taking a test after which they are provided a certificate of completion shared with the Athletic Department confirming they read the Concussion Policy. There are strict regulations set by the Mass Inter-Scholastic Athletic Association (MIAA) on physical contact in sports especially the first week of practice.

Ted Teichert talked about a baseline testing contact tool which he understands has been a very helpful tool in establishing if a child who has suffered a concussion is ready to return to play. Mr. Doucette said Andover is the only school district that impact tests all athletes prior to the start of the sport season, with the goal to have all student athletes tested before the first contact game.

Public Comment:

Bill Pennington said education on the prevention of concussions should be emphasized town-wide since concussions can be tied into many activities other than contact sports. Anyone concerned about the prevention of concussions could become involved in the process.

Melissa Pennington, 2009 AHS graduate, talked about her experience after suffering a concussion while playing soccer in her senior year at Andover High which included multiple visits to the hospital, headaches and confusion that she still suffers from today. Melissa said she was not allowed to play contact sports again and wishes she had known about the ramifications of a concussion and the long term effects it can have on the brain when she was active in sports. The message on concussions should be made available to all high school students, and children in youth programs at all levels.

Annie Gilbert said the Concussion Policy will be posted on the Andover Public School Website and be voted on at the September 17th School Committee Meeting.

B. Recognition/ Communications

Annie Gilbert introduced and welcomed Tim Chen, a member of AHS Student Government and this year's AHS liaison to the School Committee. Kerry Costello, AHS Advisor to Student Government, said Tim is a very stalwart and strong member of the student government program at AHS, and a very thoughtful reflective individual.

Dr. Duclos recognized AHS teachers Ann McNamee, Darlene Doucet, Norma Villarreal, and Kate Gerry, the facilitators of the Andover Induction and Mentor/Mentee Program, a year-long support program for new teachers in Andover. New teachers attended a two day program this summer that will include additional meetings throughout the year in addition to several one-on-meetings with their mentors.

Joel Blumstein attended the Opening Day Workshop Session which was excellent and set a nice tone for the beginning of the school year. Susan McCready also attended the Workshop Session on Monday and agreed that it started the opening of the school year on a positive note.

Paula Colby-Clements recognized the Captains of the Andover Swim Team for their pre-season support of freshman students/ members of the AHS Swim Team making them feel welcome.

Paula Colby-Clements reported on the recent OPEB meeting which was attended by our state delegation. The OPEB liability has to be recalculated and could be higher than expected, the Town hopes to have a new actuary hired in the upcoming weeks, and the state delegation agreed

to resubmit House Bill 59 Retiree Healthcare Benefit Reform. The OPEB subcommittee, who meet every other week, plan is to present recommendations to the Triboard at a future meeting.

Ted Teichert reminded everyone that Saturday, September 12th is Andover Day and invited the School Committee to be on stage at 10:30 a.m. to introduce Dr. Berman to the Andover Community.

Annie Gilbert provided an update on the \$200,000 allocation in the State Budget that State Senator Barbara L'Italien requested for the AHS Media Center Renovation. The School Committee has to request the funds, so Paul Szymanski has drafted a letter for the School Committee to sign and then sent to the Finance & Administration Department at the State House.

C. Public Input

Noah Margolin, 7 Belle Isle Way, a 7th grade student at Wood Hill Middle School read a letter about safety concerns when riding her bike on River Road. Noah enjoys riding her bike to school but there are no sidewalks or shoulders to provide protection from passing cars driving 40 miles an hour and more. She would like to have signs posted along River Road limiting the speed limit to 20 mph before and after school time. Ted Teichert recommended Noah present her request to the Board of Selectmen and Safety Officer Chuck Edgerly and that she invite other students who like to bike to school to join her.

Kerry Costello, AEA President, welcomed everyone to the new school year. The AEA Team worked closely with Dr. Berman and the Leadership Team over the summer, and Opening Day activities brought many people together. They are tasked this year with the continuation of work to implement the AHS schedule by September 2016 – while daunting, this task is a town-wide endeavor. Kerry recognized AHS teachers, Robert Michaud (Social Studies) and Mary Ellen Janeiro (English) on receiving their doctoral degrees this year.

Dennis Forge, Reservation Road, talked about the letter published in the *Andover Townsman* by former State Senator Barry Feingold on restoring AHS's rating and the concept of creating a larger campus area using the West Middle School and to consider building another middle school in the Sanborn/South School areas.

D. Education

1. School Opening 2015

Dr. Berman reported on the opening day of the 2015.2016 school year which went very well. All staff participated in a ½ day workshop (40 diverse groups from all schools) upon their return on Monday, August 31st working with the theme, “what inspires us to do the work we do and what makes us proud” and provided powerful images of making connections with kids and how we value the quality of colleagues in the system. Highlights of the sessions will be posted on the school website.

Dr. Berman thanked Chris Cronin, Ed Ataide, and Mark Fournier from Municipal Services for overseeing the many improvements at the schools this summer.

Initial enrollment numbers show the elementary schools to be about 100 students over projections (47 over at High Plain, 42 at South, and 20 at Sanborn); the Middle School enrollment of 1534 was accurately projected; and AHS projected 1,824 students with an actual enrollment 1,795 students. An analysis of enrollment projections, current and future developments, CIP plan, and patterns of where students are coming from to look at the implications of future developments on the schools will be conducted. Dr. Berman participated in a tour of the new housing developments in town and noted that another 200 unit development is coming to the Sanborn School area.

2. Middle School 1:1 I Andover Update

Joanne Najarian, Director of Digital Learning said the Digital Learning Department, in conjunction with the Technology Department, will be kicking off Phase II of the Middle School 1:1 initiative that will include all 8th Grade students across the district as well as AHS students in ELA and Social Studies and Wood Hill Middle School 7th Grade students.

An orientation will be held on September 24th at AHS for Wood Hill and Doherty students with the expectation for Wood Hill to go live on September 28th and Doherty Middle on October 5th. An orientation for AHS and West Middle School students will be held on October 8th with the expectation to go live on October 19th. There will be opportunities for parents to attend a series of Tech Talks, a parent night on cloud technology, and to attend an event at the Apple Store in Salem, NH on September 24th. Mrs. Najarian also spoke about student's ability to use a shared device in the classroom, and the availability for waiver forms for financial assistance. The IT Department has worked really hard on the infrastructure to provide good coverage across the district.

E. New Business

1. CREST: Capital Reserve Fund

CREST Collaborative is not eligible for funding from MSBA for capital projects, but they want to establish a capital reserve fund to maintain and improve their capital assets. To do this, they need at least a 2/3 vote from the member School Committees.

Susan McCready motioned that the Andover School Committee approve the establishment of a Capital Reserve Fund not to exceed \$625,000 for the implementation of the Capital Plan Projects at CREST Collaborative. The motion was seconded by Ted Teichert and voted 5-0 to approve.

2. Pre-School Site Discussion

Annie Gilbert talked about the original Bancroft Building process that included taking Shawsheen School off-line when the new Bancroft School opened. Andover now has to decide where to house the Pre-Kindergarten program. A feasibility study was conducted in 2014 to look at options that included moving the program to Sanborn School, renovating Shawsheen for

the pre-school program, and looking at other options. Paul Szymanski and his team also conducted a study on partnering with the YMCA to house the pre-school in a joint venture that unfortunately did not work out.

The Study included goals, identification of needs, existing conditions at Shawsheen and Sanborn Schools, site plans and layout of floor plans for both schools with a preliminary program of spaces, construction costs, facility options, as well as a list of pros and cons of the options. The Executive Summary provided by Paul Szymanski concludes that next-steps in the process that rest on the decision by the School Committee on the relocation of the Pre-K program.

Dr. Berman would like an evaluation of all Andover School Buildings conducted to provide clarity on this issue. The pros/cons identified in the study removes the YMCA and Shawsheen School from the option list and based on the current enrollment at Sanborn, they could not accommodate the pre-school in the cafeteria or gymnasium, but would have to add onto the building. A Building Committee would be the starting point for the Pre-K Building option to look at other opportunities available for housing a pre-school.

The Massachusetts School Building Authority (MSBA) has pre-requisites for space including enrollment requirements and identification of space needs. Factual data has to be provided to start the conversation with the State, to move towards the next steps, and to explore options.

The School Committee talked about the issues involved with expanding the core facilities at Sanborn School, other options available, as well as funding.. Joel Blumstein said the bigger picture discussion is to look at AHS.

Dr. Berman hopes to have some idea of the cost evaluation of buildings to bring into the discussion on the CIP by the next School Committee meeting. This is a pressing issue and should not be a lengthy process.

Dennis Forgue said North Andover used modular buildings for their pre-school program which might be something Andover would find worthwhile to look at. He also mentioned the idea of locating the Pre-school on the campus of Merrimack College creating a pilot school program.

F. Old Business

1. CIP FY-17

Paul Szymanski talked about the School Facilities Master Plan and a long-range Master Plan which should include the conditions of buildings and sites, educational sustainability, a component on technology readiness, a Phase 1 Facilities assessment, conversions, needs analysis, flow of students, and scope of service. A long-term assessment timeline should be available to be present in January/February 2016.

G. Consent Agenda

1. Minutes: None
2. Consent Agenda: Mr. Syzmanski said the warrants are all in order Expense SW1603, and Payroll 16S008, 16S009, and 168010.

On a motion by Paula Colby-Clements and seconded by Joel Blumstein, the Andover School Committee voted 5-0 to approve the Consent Agenda as presented.

III. Adjournment

At 9:35 P.M. on a motion by Paula Colby-Clements and seconded by Sue McCready, the Andover School Committee voted to adjourn. Roll call: P. Colby-Clements-Y, J. Blumstein-Y, S. McCready-Y, T. Teichert-Y, and A. Gilbert-Y.

Respectfully submitted,

Dee DeLorenzo
Recording Secretary

Documents: CREST Capital Plan/Capital Fund Request
Andover Pre-Kindergarten Feasibility Study