

**Andover School Committee
Regular Meeting
Minutes of August 31, 2017**

Members in Attendance: Chair, Susan McCready, Vice-Chair, Shannon Scully, Joel Blumstein, Ted Teichert, and Paul Murphy

Others in Attendance: Superintendent Berman, and Assistant Superintendents Paul Szymanski and Nancy Duclos.

I. Regular Meeting:

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

Susan McCready reconvened the meeting to order at 7:08 PM. The meeting began with a Moment of Silence followed by a Salute to the Flag.

B. Recognitions/Communications – Highlights from the District

1. Plans for Opening Day

Dr. Berman extended an invitation to the School Committee to attend the Opening Day Ceremony at 8:30 AM at the Collins Center and breakfast in the cafeteria at AHS at 7:30 AM.

Additional comments by Dr. Berman:

- Recognized Ed Ataide and his staff on the incredible work completed this summer at the school facilities.
- Reported that Andover Schools are ready for opening day
- All Andover Administrators attended a four-day retreat in August
- School enrollment should be on target by October.
- Thanked Paul Murphy for arranging facilitator at PA on Teaching Mastery
- 350 students attended Freshman Orientation at AHS on Wednesday
- AHS is ready to start the year with the new H-Block schedule; staff is enthusiastic
- Steve Sanborn created lessons for the elementary students on recycling and environmental sustainability starting in our school cafeterias.

Paul Murphy commented on the new playground on the Doherty Middle School for young children. Shannon Scully would like an update on the soccer field being placed at the entrance of Bancroft.

Joel Blumstein is disappointed to read that the High Plain / Wood Hill accessibility ramp was not installed this summer. Paul Szymanski said the bids came in above budget and the Town is reviewing the design and rebid the project. Joel read a statement by the elected officials of North Andover condemning the bigotry and hatred that occurred in Charlottesville stating, North Andover will remain steadfast in its defense of tolerance and its resistance to persecution and will remain a place open to, and accepting of, all races, religions, creeds, genders, and orientations. Joel would like Andover officials to consider a similar affirmation.

Dr. Berman stated that he sent out a message to all parents similar to the message by the North Andover elected officials.

Shannon Scully distributed the results of the Boston Magazine Annual School Rankings to the Committee and discussed the outcomes of their findings.

Susan McCready announced that a Triboard Meeting is scheduled for Wednesday, September 27, 2017 at 7:00 P.M. in the School Committee Room and that on September 14th she is attending a meeting with Shelley, Andrew Flanagan, Paul Salafia, and Janie Moffitt to begin talking about the FY 2019 budget process.

2. Public Comments

Brad Weeden, 5 Summer Street, commented on the following: exterior lights are on during the daytime at some schools and also Lovely Field; the Cafeteria Waste Management Program at the schools will be changing with new compostable items in place, please consider expanding the number of sport teams for a given sport (JV teams), and to support non-use of cellphones in school classrooms.

Annie Gilbert, 12 Gray Road, supports the resolution that North Andover officials made condemning the bigotry and hatred that occurred in Charlottesville, and would endorse an affirmation by our elected officials.

3. Response to Public Input

Dr. Berman said he will check into the lighting at the schools and Lovely Field. He is in full agreement of expanding JV teams and will speak with Bill Martin, the new Athletic Director. Administration is supportive of limitations on cellphones in classroom.

E. Education

1. Meal Charge Policy-Policy EFC-1 (2nd Reading)

At the August 3rd School Committee Meeting, Paul Szymanski and Lynnea Gleason Assistant Director of Food Service, spoke on behalf of the Food Service Department and Director, Gail Koutroubas, to request changes in the Meal Charge Policy (EFC-1).

Shannon Scully moved that the Andover School Committee vote to approve the Meal Charge Policy EFC-1 as presented. The motion was seconded by Paul Murphy and voted 5-0 to approve.

2. School Committee Meeting Dates

The School Committee was provided a list of meeting calendar dates for the 2017-2018 school year noting that calendar of dates is subject to change as things may come up during the course of the year. Workshops will begin at 5:00 P.M. and regular meetings will begin at 7:00 P.M.

3. Update: AHS Feasibility Study Committee

Annie Gilbert, Chair of the AHS Feasibility Study Committee provided an update on the AHS Feasibility Study noting that everyone has been very helpful, especially Paul Szymanski. The

Mission Statement addresses overcrowding, necessary system, safety and code deficiencies, exploration of the feasibility of including Pre-K on campus, and to improve instructional program capabilities. They are on point with the timeline of items and waiting for a final report on the demographic consultants. An extensive survey of the high school faculty was sent out and 92 responses were received. The data and individual comments are very revealing to the situation at AHS. An RFQ for the selection of the Design Firm was prepared and five responses received. Mark Johnson will Chair the designer selection process, and their recommendation for the finalist will be brought to the Committee to approve. The feasibility process will be collaborative with public forums, and stakeholders in preparation of Town Meeting in 2018, and include a phasing plan, as well as budget estimates on the complete project, estimates of operation and maintenance costs, and a visual component to assist stakeholders in understanding the realm of the project. Annie reviewed the items listed in the Feasibility Scope of Services that has been developed.

The AHS Feasibility Study Committee will present a recommendation to the School Committee on the enrollment for the high school based on the report from the demographic company; the School Committee will make the final decision. The presentation, survey results, and other informational items will be posted online.

4. Bullying Policy Review

As Subcommittee members of School Committee Policies, Susan and Joel both reviewed the Bullying Policy and neither recommended any substantive needed changes to the Policy, only minor changes such as inclusion of legal references that can be done as part of the upcoming policy review process. However, the Bullying Plan needs to be reviewed and updated every 2 years by the School Administrator. Joel and Susan agree on the recommendation to approve. Ted Teichert suggested a change to allow a parent to be present when a student is questioned. Dr. Berman consulted our legal advisories on this and they advised against it, as there are certain situations when School Administrators need to interview a student without the presence of a parent. These types of changes would be made to a plan and not the policy. Joel suggested that it be put in the Bullying Plan and not the Andover School Committee Policy. A public hearing of of the Bullying Plan will be held at a later date.

F. New Business

Collins Center Rental Policy (First reading)

Paul Szymanski, who oversees the operations at the Collins Center, presented information on updating the Collins Center Rental Guidelines, noting that rental rates have not been increased in five years. Extensive repairs and updating have been done and the cost to replace the stage curtains is \$75K. The guideline presented asks for modest increases in the rental fees. Ted Teichert asked about ideas on how we can increase revenue income; could we sell refreshments or alcohol? Mr. Szymanski said the Food Services Department supports the programs at the Collins Center and revenue received goes back to them. The sale of alcohol would require a special provision/permit from the Board of Selectmen. The Committee discussed charges for profit-and non-profit organizations and charges for other rooms.

1. **CIP FY-2018**

The FY-2018 CIP maintains some financial balance with prior years, although it does not mean that the amount reflected is sufficient; work on facilities that has to be done continues to be postponed. There is an elevator and a design assessment line item for DMS, however; there are no plans for DMS at this time. Dr. Berman recommends conducting a design assessment first, then going forward with the elevator at some future point. This is just an initial presentation of the FY-18 CIP and changes will be made. The gray shaded lines on the report are items that Plant and Facilities feel cannot be put off. Maintenance for facilities has been underfunded for years.

The Committee reviewed all of the CIP items and discussed projects to endorse and strategic decisions to be made. There are factors that are still ambiguous, it is doubtful we will get funding for all the items listed.

2. **FY17 End of Year Financials**

Mr. Szymanski reported that there is a zero balance for FY-17; funds remaining predominantly in legal and utilities accounts (\$190K) were transferred to the C/B at year end. The total C/B balance at y/e is approximately \$500K. This is comprised of \$111K from last year plus the surpluses (totaling approximately \$390,000 – that were moved to the circuit breaker account during the year (\$200K from personnel) and at year end as noted above for future out of district expenses. This is the third year in a row end of year budget savings has been put into the circuit breaker account. Dr. Berman provided an analysis of legal fees and information on related categories. The Committee would like to have an analysis on the cost of public records requests for staff time and legal fees.

G. **Consent Agenda**

1. Warrants: In Order

2. Minutes: Regular Meeting: June 15 2017 and Workshop of August 3 2107

On a motion by Paul Murphy and seconded by Joel Blumstein the Andover School Committee voted to approve 5-0 the Consent Agenda as presented.

H. **Adjournment**

At 10:08 P.M. on a motion by Paul Murphy and seconded by Joel Blumstein the Andover School Committee voted 5-0 to adjourn the Regular School Committee Meeting of August 31, 2017.

Respectfully submitted,
Dee DeLorenzo
Recording Secretary

Documents: FY-18 CIP, Collins Center Rental Policy, Meal Charge Policy, FY17 Legal Fee Summary