

**Andover School Committee
Meeting Minutes of January 10, 2019**

Members in Attendance: Chair, Shannon Scully, Vice-Chair, Paul Murphy, Joel Blumstein, Susan McCready, and Tracey Spruce.

Others in Attendance: Superintendent Berman, Assistant Superintendent Paul Szymanski, Assistant Superintendent Dr. Sara Stetson, and Assistant Superintendent for Teaching and Learning Sandy Trach, AHS Liaison Ben Roldan.

I. School Committee: Regular Session Meeting

A. Call to Order and Opening Ceremonies

Shannon Scully called the Regular Meeting of the School Committee to order at 7:01 P.M. in the School Committee Room located in the School Administration Building. The meeting began with a Moment of Silence followed by the Salute to the Flag.

B. Recognitions & Communications

1. Coach Marilyn Fitzgerald and Swim Team Recognition

Coach Fitzgerald and members of the Swim Team were acknowledged for the outstanding record of the AHS Girls Swim & Dive Team with 18 consecutive years as State Champions. Grace and Alan Livingston presented a banner to Coach Fitzgerald and the Team that lists all 18 dates they won the State Championship. Dr. Berman and the School Committee congratulated Coach Fitzgerald and members of the Swim & Dive Teams for their amazing accomplishments.

Shelley commented on the energy levels of the student and staff prior to the December break, and it seems they have all returned with the same positive energy for 2019.

Sandy Trach congratulated the elementary teachers on their participation in the successful module series on Independent Reading. She also thanked the Staff Development Committee for approving 18 in-service courses for the Second In-Service Term which is a vast improvement over previous years.

Tracey Spruce announced that the Andover Show Choir will be performing on January 19th at the Mill City Show Choir Festival at Lowell High School.

Shannon Scully said the next School Committee Informational Session will be held on Tuesday, January 15 at 7:00 P.M. at Memorial Hall Library.

C. Public Input- None

D. Response to Public Input – N/A

E. Education

1. Learning Management System

Joanne Najarian, Director of Digital Learning, presented an overview of the Learning Management System (LMS) in conjunction with a digital curriculum. She listed some of the top priorities which include creating a safe environment in classroom, incorporating Universal Design Learning (UDL), and conducting progress monitoring. The LMS will allow Andover to grow as a district in multiple ways by offering the ability to do flipped classrooms, use blended learning, and differentiate and adapt our system, and provide individualized learning.

Blackboard Classroom has been chosen as the best system for Andover vs Google classroom which is not a Learning Management System – but a way to organize, create, and share documents and provide

comment and feedback. Other favorable aspects of Blackboard Classroom include: orientation of content, structure, adaptability and differentiation, and notably the accessibility portion called Ally that benefits all students offering alternative formats for learning. The system creates consistency with information (Aspen, Google Classroom, etc.), acts as a portal that contains all the information making it easier for parents to access their child’s information, and aides in helping parents to access student information, and is more user friendly. The initial cost of Blackboard Classroom, including Ally, is \$49,000 for the first year (includes training and setup) and subsequent years \$31,000; the subscription is based on per pupil numbers. This is an investment in the future to allow students/parents to access tools using a single sign-on. Implementation will begin over the summer. AEA President, Kerry Costello emphasized that training, and how it is presented to staff, is critical.

F. Continuing Business

1. FY20 Budget Update

a. Budget Development Guidelines – First Reading

The Budget Development Guidelines Summary and Overview of Changes was presented by Paul Szymanski and Dr. Berman. Changes included: removing items that were not relevant to this budget, adding textbook language, updated user fees, and a significant amount of time was spent reviewing Athletic Fees & Programs, parking fees, contractual obligations and updating the User Fees Section to mirror the Federal Guidelines.

- Transportation: FY20 public bid for transportation for Regular Ed, Special Needs Program, and Athletics and will be a 3 year +2 bid.
- Salaries Projections is reflective of where we are for FY20.
- Substitute teacher pay has not changed.
- All Day Kindergarten Tuition: to decrease
- Revenue items – adjusted for changes in state aid.
- Tuition based programs remain the same.

b. Consideration of budget items

More info to come for this agenda item.

c. Use of Circuit Breaker

There is approximately \$740,000 in the Circuit Breaker Reserve Fund which can be used only for Out-of-District, unanticipated expenses. The Committee will discuss whether or not to use any of the funds to offset the budget requests.

A review of the FY2020 Budget Drivers included: annual salary increases, contractual obligations, and moving the remaining textbooks funding (\$220,000) from the CIP to into the operating budget.

TM Budget Projection – December 2018

FY 2019 Budget	\$82,510,658	
FY 2020 Level Service Budget	\$85,604,808	(3.75%)
Textbook addition	\$ 220,000	(0.27%)
*Increase base allocations	\$85,824,808	(4.02%)
December 2018 Projected Budget	\$86,208,202	(4.48%)
Reduction	\$ 383,394	(0.46%)

(from Dec 18, 2018 to January 10, 2019)

FY2020 Circuit Breaker

FY20 anticipated CB Reimbursement	\$1,858,339	
Use of CB Reserve	\$ 239,813	
Total CB Offset to Budget	\$2,098,652	
Ending with Remaining Reserve		<u>\$ 500,000</u>

The proposed budget is fairly close to what would be a reasonable request for a budget with the Town; however, Circuit Breaker reimbursement and possible supplemental appropriation from the State are unclear at this time. The Committee discussed the risk of using Circuit Breaker (CB) funds for the Operating Budget.

Joel feels it is risky to spend about 1/3 of our CB reserve and a risk for FY20. If we encounter unexpected expenses, we would be on our own to cover the overage. The School Committee is treading lightly on this, but Dr. Berman said the risks are minimal.

Dr. Berman will continue to have budget conversations with the Town Manager. Finance Committee Chair Eugenie Moffitt said they expected the School Department to present a 3.5% budget increase.

Kerry Costello talked about the campaign to revise the Foundation Budget Formula that would bring additional State Aid to cities and towns. Dr. Berman said a change in the Foundation Budget (Chapter 70) would be significant. They are cautiously optimistic that after lobbying for the change in the formula in state aid that it will finally happen.

2. School Start Times

Sandy Trach reported that the School Start Time Working Group is specifically charged with identifying possible later start times for secondary students and in concert with the research for adolescents that 8:30 a.m. is the recommended school start time. The Working Group is represented by principals at every level, the Transportation Coordinator, Communications Director, the President of the Andover Education Association, and the School Committee Chair.

Absolutely no changes to school start times have been recommended or determined. This working group is only examining the possibility of later start times for secondary students which is likely to impact the elementary school start times.

The group feels they need time to meet with stakeholders and the recommendation of the working group is that the school start times not change for the 2019-2020 school year. The projected time line allows for receipt of input and feedback through public forums and surveys. It is anticipated that a recommendation will be made to the School Committee in Fall 2019 with any recommended changes to be scheduled for the Fall of 2020. The timeline coincides with the budget process to allow for funding considerations.

Joel Blumstein encouraged the School Committee to make the decision early next year to allow time for parents and staff to make their necessary adjustments.

On a motion by Susan McCready and seconded by Paul Murphy, the Andover School Committee voted 5-0 to keep the current School Start Times for the 2019-2020 School Year.

3. Policies to be considered

a. BEDH-E (Public Comment) – First Reading

Shannon shared information on the results of the Superior Court Ruling on Natick's policy for public comment. Though this case and outcome only affect Natick at this time, there were some good points in the court's ruling that the SC might consider for Andover.

Based on the results of the ruling re: Natick's Public Comment Policy, Joel said Andover might consider regarding remarks/criticism that will/not be allowed. and who can be the subject of those, (SC or people who report directly to them, i.e. Superintendent) Criticisms of school operations will be allowed, but we will not allow public comment on school personnel or employees.

b. ACAB (Sexual Harassment) – Second Reading

Tracey Spruce reported on the recommended changes to Policy ACAB, to clarify and highlight the definition of sexual harassment, retaliation, etc. Tracy recommended a vote on the removal of policy GBBA wait until important elements of that policy are incorporated into revisions of AC and AC-R.

On a motion by Susan and seconded by Joel Blumstein, the Andover School Committee voted 5-0 to approve policy ACAB (Sexual Harassment) with the additional changes discussed this evening.

c. GBBA (Harassment Prevention & Response)– Hold

G. New Business

1. Financials

Paul Szymanski provided a summary of the December financials and talked about the October numbers, stating that the budget looks good at this time.

H. Consent Agenda

1. Warrants in order

2. Minutes –November 8 and 15, 2018

3. Grants:

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

I. Adjournment

At 9:54 P.M. on a motion by Joel Blumstein and seconded by Susan McCready, the Andover School Committee voted 5-0 to adjourn the School Committee Regular Meeting of January 10, 2019.

Respectfully submitted,

Dee DeLorenzo
Recording Secretary

Documents: December Financials