

**Andover School Committee**  
**Regular Meeting of June 15, 2010**  
**School Administration Building - School Committee Room**

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

**Others in Attendance:** Dr. Susan M. Nicholson, Interim Superintendent

**I. Regular meeting in the School Committee Room**

**A. Salute to the Flag**

Chair Dennis Forgue reconvened the meeting from Executive Session to Open Session at 7:01 P.M. Mr. Collins asked for a moment of silence in memory of Joseph Normandy a former Andover Principal, teacher, and coach who recently passed away. The moment of silence was followed by the Pledge of Allegiance led by Eli Sands, an 8<sup>th</sup> grade student at Doherty Middle School. Mr. Collins presented Eli with a Certificate of Appreciation on behalf of the School Committee.

**B. Best Practices**

Dr. Nicholson introduced Jim Batchelder, Meghan Reilly, and Ed Parker of the Fine Arts Department at AHS who shared an overview of the Fine Arts Program. The program includes creative thinking and disciplines, idea generation, global studies, and 21<sup>st</sup> Century sensibilities of problem solving. A slideshow presentation of student's artwork revealed the twelve studio courses offered from foundation drawing and painting, to illustration, ceramics, photography, and graphic design that culminate in a portfolio course for the advanced art student.

**C. Policy**

Chairman Forgue reported that the Committee was advised by legal counsel to review the International Tours and Field Trip Policy. Michael Gilbert of MASC was invited to tonight's meeting to gain his perspective on this issue and to address policy changes, process, timeline, and closure.

Mr. Gilbert has reviewed the policies which are fairly standard from what they recommend. He suggested the statement of disclosure for discounted travel be made prior to the trips, and talked about the issue of the district's liability of sponsoring trips that are conducted by third party providers. He feels the School Committee should not be the sponsor if the third party provider is carrying the liability insurance. Staff can still advertise student trips for non-school sponsored events. If teachers decide to lead a trip, the State recommends certain regulations be put into the policy to cover overnight trips, and often the School Administration procedures go further than policy requirements. However, if the School Department is not sponsoring a trip that is on school time, it can be problematic.

AHS Teacher Laura Hajdukiewicz said she often takes students on international trips and suggested soliciting input from teachers, students, and parents on the educational impact and importance to a student's educational experience. She stated there are liability issues with ALL field trips, and asked if the trips are not school sponsored, how will missed school days be handled?

Chairman Forgue stated the balance of educational value with the need for safety and caution of students is most important. He suggests that before trips are approved, there should be disclosure on free and reduced discounts for staff, and a statement be included in the policy to act as a reminder that disclosure approvals are required by the School Committee. Mr. Forgue also stated that they are waiting on a response from the new school counsel on the travel policy and will bring back their recommendations to the Committee. The goal is to have a policy and procedure in place that will ensure student's safety as much as possible.

#### **D. Recognition of Achievement**

Dr. Nicholson recognized the AHS Class of 2010 who were recognized at the Senior Awards Banquet. She also commended the AHS students who were recognized at the Undergraduate Awards Ceremony. Dr. Nicholson attended the exhibition of the Wood Hill Middle School Grade 8 Expedition on N1H1 virus interventions and praised the students and teachers on their excellent expedition. Annie Gilbert who also attended the WHMS Celebration of Learning, said it was an outstanding presentation.

As the school year comes to a close, there have been many celebrations of learning, ice cream socials, and year end events across the district attended by Dr. Nicholson and Committee members. Congratulations to all students on the completion of a successful school year.

#### **E. Communications**

##### **1. DMS Principal**

Dr. Nicholson announced that Robin Wilson has been appointed the new principal of Doherty Middle School. Ms. Wilson had an informal opportunity to meet with staff the other day, and will meet with students before the end of the school year.

##### **2. SBC Update**

Annie Gilbert reported that the SBC voted on Option 2 for the Bancroft Building site (footprint) and are now reviewing the design of the space within the building. They will meet with MSBA on June 23<sup>rd</sup> to share the footprint and how the spaces within will be laid out. There was a good turnout from the community at the meeting to discuss the sustainable design with a presentation of all different possibilities to create green features into the building. They are bound by the State to choose one organization and work towards earning 40 points or more to receive additional State reimbursement.

##### **3. ESL Progress Reports**

Dr. Kathy Fink and Special Education Elementary and Pre-school Program Head Jacqueline Orphanos reviewed the distributed copies of the English Language Learner (ELL) Progress Reports developed for the Elementary, Middle, and High School ELL students and piloted in March of this year. They also distributed copies of the survey sent home with the progress reports to parents which asked three basic questions: 1. Was the information provided helpful? 2. Was the report easy to read and understand? 2. Do you have suggestions for improving the report? Thirty-two responses were received, with 100% finding the report easy to read and understand and the information helpful. Regarding question three, 77.4% had no suggestions for improvement and 19.4% did (3.2% had no response).

Dr. Nicholson announced that the assessment of students for the Summer Reading Program for Middle and High School will take place the first week of school. The School Committee was provided copies of the letters sent to parents/guardians of middle and high school students also listing the list of texts and goals of the summer reading program.

Chairman Forgue said a meeting to begin discussion for contract negotiations with the Andover Teachers' Association has been scheduled for Wednesday, June 23<sup>rd</sup> at 4:00 P.M. in the School Committee Room. Mr. Forgue also announced that the School Committee has employed the services of Deutsch Williams Brooks DeRensis & Holland, P.C. as the labor counsel firm to represent them in negotiations. Mr. Forgue reported that the Search Committee for the new Business Administrator has met and reviewed twenty applications. Four candidates have been selected to move forward in the interview process.

Dr. Nicholson provided an update on the Wellness Curriculum for Grades K-5 which will be ready for School Committee approval in September. Over the summer, a small group of teachers will format the materials and lay out a curriculum map. Teachers will be trained on how to implement the program in the fall.

## F. Education

### 1. Textbook Adoption

Dr. Nicholson presented the request for new Textbook Adoptions for the 2010-2011 school year to the Committee. She explained that with limited funds available needs were prioritized, and on-line learning looked at. For Middle and High School Math the textbook requests total \$30,344.00 for Algebra II Books and Core Plus books to complete the series. Both books have been vetted and piloted by teachers.

On a motion by Annie Gilbert with a second by Richard Collins, the School Committee voted 4-0 to approve the request of \$30,444 for math textbook adoptions.

Dr. Nicholson further explained the AHS Science Textbook Adoption Proposal which totals \$61,788.00.

High School Science Program Advisor, Dr. Mary Jo Carabatsos and the Selection Committee are requesting \$20,049.00 for a Level 2 Physical Science text (*Physical Science Explorations* by Hewitt). In addition, they are requesting approval of \$41,739.00 for The Environmental Science book by Pearson, *Your World, Your Turn* which is also available in an e-version. Pearson has agreed to work with Andover (we would be a pilot) and to provide 40 texts at no cost and 40 E-books at no cost to compare and share the data with Pearson. The total Science Textbook Adoption Proposal is for of \$61,788 with the balance of the funds being used to purchase netbooks.

On a motion by Annie Gilbert with a second by Richard Collins, the School Committee voted 4-0 to approve the request of \$20,049 for Physical Science textbook adoptions.

On a motion by Annie Gilbert with a second by David Birnbach, the School Committee voted 4-0 to approve the request to encumber \$41,739 for Physical Science texts and e-books.

Dr. Nicholson reported that the Middle School Math Program and the Foreign Language Department have also requested new texts. Math Program Advisor Donna Pappalardo, in conjunction with the Math Curriculum Council, are recommending an upgrade to the CMP2 program for grades 7 and 8 and to also purchase two additional units for Grade 7 and four additional units for grade 8. Realizing the budget constraints, they hope to be able to purchase one unit for each grade level this year. Dr. Nicholson is requesting approval to use the remaining \$135,000 in Textbook Adoptions to fund priorities identified.

Annie Gilbert motioned authorize the Interim Superintendent to make further textbook adoptions identified as priorities with available funds but not to exceed an overall amount of \$135,000. The motion was seconded by Richard Collins, voted 4-0 and approved.

### 2. Stimulus Money

Dr. Kathy Fink and Jacqueline Orphanos distributed a handout of the presentation provided to the School Committee on the status of the ARRA Stimulus Grants for Pupil Personnel. The FY-2011 Stimulus Grant including the Early Childhood funds totals \$967,714. Of that, \$700,000 will be spent on recovery, leaving \$267,714 as a balance for investment, and after investments only \$37,227 for FY-2100. This does not include any potential circuit breaker funds. FY-2010 investments included a program evaluation by Walker Associates, purchase of technology equipment, testing materials, staffing for the new pre-school program, and funding contingency assistant positions. They relayed their concern for the FY-2011 unbudgeted staffing requests totaling \$230,487; for one teacher and 10.53 FTE Assistants. A new pre-school class will open at Shawsheen, six new students will enter the ABA program at West Elementary, and Sanborn School is experiencing an increase in special education needs for students. They have been exploring ideas to offset some of the expenses.

**G. Citizen Input**

None

**H. Consent Agenda**

Annie Gilbert motioned to accept the consent agenda items. The motion was seconded by Richard Collins and voted 4-0 to approve.

Warrants:

Dr. Nicholson said the Warrants are in order.

Field Trips:

West Elem School, Grade 5, Canobie Lake Park, Salem, NH, June 18, 2010.

DMS Grade 8, Canobie Lake Park, Salem, NH, June 18, 2010.

Minutes:

SC Work Session of March 19, 2010, and School Committee Regular Meeting of June 1, 2010.

Financials:

to accept as presented.

Annie Gilbert motioned for the School Committee to approve a stipend of \$4,000 in recognition of the extra work Dr. Nicholson is performing as Interim Superintendent. The motion was seconded by Richard Collins, voted 4-0 and approved.

**H. Adjournment**

On a motion by Richard Collins with a second by Annie Gilbert, it was voted 4-0 to adjourn the meeting at 9:30 P.M.

Respectfully submitted,

Dee DeLorenzo, Recorder