

**Andover School Committee**  
**Regular Meeting of October 10, 2013**  
**School Administration Building - School Committee Room**

**Members in Attendance:** Chairman Dennis Forgue, Annie Gilbert, Paula Colby-Clements, Barbara L'Italien, and David Birnbach.

**Others in Attendance:** Dr. Marinel McGrath, Superintendent, Paul Szymanski, Assistant Superintendent Finance and Administration, and Assistant Superintendent of Curriculum & Instruction, Nancy A. Duclos, and AHS Liaison Hugh Smith.

**I. Call to Order**

Chairman Forgue reconvened the meeting of the School Committee at 7:02 P.M.

**II. Executive Session**

The School Committee entered into Executive Session on a motion by Paula Colby-Clements and seconded by Annie Gilbert for the purposes of discussing strategy with respect to contract negotiations with non-unionized personnel (Superintendent) and to return to Open Session. Roll Call: A. Gilbert-Y, P. Colby-Clements-Y, B. L'Italien-Y, and D. Forge-Y. At 6:54 P.M. on a motion by Paula Colby-Clements and seconded by Annie Gilbert the School Committee members voted 4-0 to adjourn. Roll call: A. Gilbert-Y, P. Colby-Clements-Y, B. L'Italien-Y, and D. Forge-Y.

**III. Regular Meeting**

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

Chairman Forgue called for a Moment of Silence followed by a salute to the flag led by West Middle Student Jack Siple. Annie Gilbert presented Jack with a Certificate of Appreciation on behalf of the School Committee.

Kerry Costello, President of the AEA, introduced Hugh Smith who was selected by the AHS Student Government members to be this year's AHS Liaison to the School Committee. The School Committee welcomed Hugh.

**B. Recognition/Communications**

Superintendent McGrath reported the Educator's Evaluation System began this week, and she recognized the many efforts of the Andover teachers and administrators who have been collaborating on group goals, supporting learning through technology, and other goals associated with student learning in conjunction with the requirements of the new evaluation system.

Assistant Superintendent Nancy Duclos congratulated AHS student, John Piehl, who interned with the Lowell Boat Shop in Amesbury and constructed a replica of a 28' whaling boat which was launched this weekend. The boat will be sailed to Mystic, Connecticut accompanied by nine other whaling boats.

Barbara L'Italien honored Chuck Wettergreen, a retired and beloved English teacher at AHS who passed away unexpectedly this summer. David Birnbach said Mr. Wettergreen was a wonderful teacher and will be remembered for his impact on Andover High students.

## C. Public Input - None

## D. Communications

### 1. Bancroft School Project Update

Annie Gilbert reported the Bancroft School Project is moving right along. They are at the beginning of a twelve-week process of finishing the classrooms, putting up wallboards, and followed by other tradesmen as they complete rooms in an efficient manner. They expect to have to the Kindergarten floor will be completed by November. There have been meetings with sub-groups of teachers and staff to gather input on furnishings, and the expectation is to have an idea on the completion date by the end of December.

### 2. Communications Sub-Committee Report

Paula Colby-Clements reported that she and Annie Gilbert met with Dr. McGrath and Katherine Wilkins, the student intern from Merrimack College, to work on establishing a sustainable communication plan. They will attend a workshop on how to effectively communicate to stakeholders and will be working with Katherine to develop a blog for the District linking to Facebook and Twitter.

### 3. Policy Sub-Committee Report

Paula Colby-Clements reported that she met with Dr. McGrath to review the changes to the Policies mandated by State law (i.e. changes in wording for the food policy).

### 4. Calendar Sub-Committee Report

The Calendar Sub-Committee members (D. Forgue, B. L'Italien, D. Birnbach), are reviewing the current school calendar to incorporate changes to alleviate the late end of year school dates experienced the past few years. Public hearings on the proposed changes will be held with the community and school staff to gather input and share information. In addition to the public hearings, a survey will be sent out electronically by email. Recommendations will be presented to the full School Committee in January for their consideration.

### 5. Redistricting Sub-Committee Report

The Sub-Committee members (D. Forgue and A. Gilbert) have been working with Assistant Superintendent Paul Szymanski and Transportation Coordinator Mary Lu Walsh on re-districting of the elementary school lines once Bancroft is fully opened. They do not expect the changes to affect the middle schools. All sub-committee meetings will be posted and are open to the public. The next meeting is on Friday, October 18, 2013. They will review data compiled by Mr. Szymanski and Mrs. Walsh from the software program that generates various scenarios to accommodate an array of students across the district. Public input is welcome. A recommendation will be provided to the School Committee on December 5<sup>th</sup> then a period for public comment, followed by a vote of the School Committee at their January 9<sup>th</sup> meeting; which is prior to kindergarten registration the first week in February.

There are two decisions to be made; when the newly redistricted lines will be implemented and when the completion of Bancroft School will be at full-expanded capacity. If the building is not ready for the full-expanded capacity by September 2014, redistricting would

be delayed until September 2015. An overview of the process will be sent out to all parents by email.

E. Education

1. Report EdLeader21 Conference

A contingent from the Andover Public Schools recently attended the EdLeader 2013 Annual Conference in Chicago where they networked with educators across the country and participating in many interactive sessions. A higher level overview of what was learned at the Conference will be presented to the School Committee in November. The Conference solidified the work Andover has been integrating into the District relative to the 4C's – Collaboration, Creativity, Communication, and Critical Thinking.

Andover was the only delegation to have both School Committee representation and an AEA member present (Annie Gilbert attended as did Kerry Costello, President of the AEA). Andover School Administrators who attended included Dr. McGrath, Nancy Duclos, Pam Lathrop, Patrick Bucco, Patty Barrett, and Robin Wilson.

2. Presentation Project-based Learning by the Middle School Leadership Team

The Middle School Leadership Team (Middle School Principals and Assistant Principals) gave a presentation on Project Based Learning (PBL), and reviewed the work accomplished by their staff thus far for this initiative which is part of the Strategic Plan (Goal#1 High Achievement for All) and tied to the Educator Evaluation Rubric. There are eight essential elements of PBL the Middle Schools are focusing on to embed into their instructional strategy. The MS Leadership Team talked about and showed examples of student work via videos the students created which were quite impressive. DMS Teachers Cheryl Todisco and Brian Reilly spoke about what they and thirty-three other teachers learned in the three day PBL Teacher Workshop held in the School Administration Building this summer. The three-day workshop was facilitated by The Buck Institute of California, and will provide a follow-up support seminar in January of 2014.

3. Presentation: MCAS Results 2013

Assistant Superintendent Nancy Duclos reported on the 2013 MCAS results. Students in Grades 3, 4, 5, 7, 8, and 10 are tested in English and Math; students in Grades 5, 8, 9, or 10 are tested in Science and Engineering, Introductory Physics or Biology. All students must pass the MCAS test or present an Alternative Assessment portfolio to graduate high school. Mrs. Duclos reported on how the test affects different cohorts and reviewed the performance ratings which are steady. The teachers will be unpacking the data at all levels over the next few weeks to determine patterns and trends in performance, questions type and responses, and standards. They will also summarize strengths and challenges making recommendations for shifts in instruction to address the challenges.

Consideration should be given to the newest framework adopted by Massachusetts to incorporate the Common Core in 2011. The Dept of Elementary & Secondary Education does not rank the scores; the newspapers do which causes a lot of misunderstandings. Scores are dependent upon how the data is aggregated and in addition, these are preliminary scores and not based on final data.

#### 4. October 1, 2013 Official Enrollment

October 1 is the official date used by DESE to set enrollment numbers sent to the State and determines what our Chapter 70 funding dollars will be. This year we have total enrollment of 6,116 students; 2,805 elementary students, 1,511 middle school students and 1,789 high school students in district. There is a decrease of 157 students from last year. We experienced a smaller than usual kindergarten class this September, and the number of students in the Senior Class at AHS is less than last year. In addition, approximately 50 middle school students migrated out of the system.

#### 5. FY-14 Budget: Staffing Requests/Special Education

Superintendent McGrath explained the request for an additional .50 FTE Reading Teacher for the Leap Program at Doherty Middle School to meet student programming needs due to additional students eligible for the program. The position was not included in the budget and will be paid for with funds contained within this year's budget. The cost of the position is \$33,000.

David Birnbach made a statement relative to the amount of funds allocated to Special Needs which he said is much more than other comparable districts spend. Before allocating the funds, he wants to know if the current Special Education Staff can be re-allocated to cover this position. Superintendent McGrath said the teachers of special needs are at their maximum caseloads and there are no additional staff members available.

Dennis Forge reminded everyone of the APS commitment to reduce Out-of-District students by creating In-district Programs. The data from 2013 and 2014 shows the OUD tuitions to be significantly lower and we are seeing the return on our investment.

Barbara L'Italien moved that the Andover School Committee vote to approve a 0.50 FTE Special Education Position for Reading totaling \$33,000 for inclusion in the FY-14 Budget. The motion was seconded by Paula Colby-Clements and voted 4-0-1 to approve. David Birnbach abstained.

#### F. New Business

##### 1. MOA-ASC/AAA Article 29 Educator Evaluation Language

Dr. McGrath reported that the required bargaining of the Educator Evaluation Language for Andover Administrators has been completed and an agreement reached. The School Committee is required to approve and sign the Memorandum of Agreement after which it will be submitted to the Dept. of Elementary & Secondary Education for final approval.

Annie Gilbert moved that the Andover School Committee revise Article 29 of the Collective Bargaining Agreement between the Andover School Committee and the Andover Administrators Association in accordance with the September 24, 2013 Memorandum of Agreement and that the Committee authorize the Chair of the Committee to execute the Memorandum of Agreement on behalf of the School Committee. The motion was seconded by Paula Colby-Clements and unanimously voted to approve.

## 2. International Travel Requests:

### a. DMS MS Trip Request: Quebec: January 18-20, 2014

Paula Colby Clements moved that the Andover School Committee vote to approve the proposed extracurricular trip for Doherty Middle School to Quebec City/Mont Ste. Anne on January 18-20, 2014 as presented and in accordance with the provisions set forth in the Andover School Committee Policy entitled "School-sponsored Trip and Student Travel Policy". The motion was seconded by Barbara L'Italien and unanimously voted to approve.

### b. AHS Trip Request: China Exchange: April 18-27, 2014

Annie Gilbert moved that the Andover School Committee vote to approve the proposed extracurricular trip for Andover High School to Beijing, China to Hebei, China (Hengshui High School) on April 18 to April 27, 2014 as presented and in accordance with the provisions set forth in the Andover School Committee Policy entitled "School-sponsored Trip and Student Travel Policy". The motion was seconded by Barbara L'Italien and unanimously voted to approve.

## G. Old Business

### 1. Policy Revisions

#### a. Anti-Bullying Legislative Language Change

Dr. McGrath explained that Governor Patrick signed into law an amendment to the State's Anti-Bullying Law, MGL 71, Section 370 to extend the protections of the law to students bullied by school staff. The School Committee was provided with a copy of the amendment highlighting the new language. The DESE has advised us it will be issuing an advisory reflecting these changes which will be brought to the School Committee at that time for approval.

Paula Colby-Clements motioned that the Andover School Committee vote to amend the Policy "Anti-bullying in Schools" as presented. The motion was seconded by Annie Gilbert and voted 5-0 to approve.

#### b. Meal Charge – Language Clarification

Changes to the language in the Meal Policy to avoid confusion over when a child could charge a lunch have been completed. The changes have been reviewed and approved by the Director of Food Service, Gail Koutroubas.

Annie Gilbert motioned that the Andover School Committee vote to amend the Policy "Meal Charge" as presented. The motion was seconded by Barbara L'Italien and voted 5-0 to approve.

#### c. Student Activity Funds – Revisions as per auditors

Paul Szymanski explained that the Auditors recommended revisions to the Student Activity Accounts Policy. The new provisions specify how long a class may maintain an active account after graduation. A copy of the current policy and proposed changes were provided to the School Committee members.

