

# NORTH ANDOVER PUBLIC SCHOOLS SCHOOL COMMITTEE MEETING

## Executive Session

DATE: Tuesday, September 30, 2003  
PLACE: North Andover Middle School  
PRESENT: Daniel J. Murphy, Chairman; Bruce Baker, Charles C. Ormsby and Alfred Perry.  
Darlene Torosian was absent  
Also present was Superintendent Harutunian

Chairman Daniel Murphy called the meeting to order at 8:40 p.m.

Chairman Daniel Murphy asked that the minutes of the previous Executive Session be approved.

On a motion made by Al Perry and seconded by Bruce Baker, it was unanimously voted to approve the Executive Session Minutes of September 8, 2003.

Dr. Harutunian advised the Committee that John McAleer will mentor Pam Lathrop this year; and since Kathy Callagy will be retiring in late October, Joan Desmond will evaluate the Bradstreet E.C.C. professional and non-professional staff. Dr. Harutunian advised that Mr. McAleer and Mrs. Desmond will receive a \$2,000 to \$2,500 stipend which will be a one-time payment, not reflected in their base salary, with the final amount to be determined in May, 2004.

Dr. Harutunian told the Committee that he plans to appoint literacy collaborative liaison, Marybeth Keane, as Interim Principal at the Bradstreet E.C.C. Ms. Keane will assume the position when Principal Kathy Callagy retires in October. Dr. Harutunian pointed out to the Committee that there will be a slight adjustment upward in Ms. Keane's salary; but ultimately, there will be a savings because of the difference between the salary of Ms. Callagy and Ms. Keane.

Dr. Harutunian reported that the North Andover Teachers' Association indicated a willingness to discuss a one-year contract at the time of the next contract negotiations, including language for 80%-20% cost sharing of health benefits. Also, Dr. Harutunian stated that upon agreement with the North Andover Teachers' Association, the Annenberg Video Series will no longer be available as an option for professional development and advancement on the salary scale. During this discussion, Dr. Ormsby suggested competency exams be given rather than a "degree check-off" for salary advancement.

An outstanding bill of \$10,000 owed to Dr. Jacobs was brought to the attention of the Committee. Dr. Harutunian explained that he called the Department of Revenue asking for guidance as to the best way to pay this outstanding bill. He was advised that the only way to do this would be to go before the Town Meeting. Dr. Harutunian suggested that it would be preferable to pay the bill from the Athletic Revolving Account, since this particular bill was related to athletics. It was determined that the bill cannot be paid from the previous year's budget. Dr. Harutunian stated he will come back to the Committee for authorization. Dr. Ormsby questioned the practice of having a doctor at the games and was told it is a league rule. Dr. Ormsby suggested that volunteers be used, and was told that because of liability issues, this would not be possible.

The Committee was advised by Dr. Harutunian that all employees of the North Andover School Department were given the holidays of Rosh Hashanah and Yom Kippur, including secretaries, administrators, and custodians. Since no specific language exists in the contracts, and because the Committee did not want to establish a precedent, the Committee gave Dr. Harutunian full discretion to set the calendar until the contracts are renegotiated. Dr. Harutunian stated he will meet with the Rabbis to discuss comparable numbers of Jewish population in other cities and towns and make calendar decisions after this discussion.

Dr. Harutunian stated that there was no standing payroll policy in place concerning the death of a current School Department employee. The Assistant Town Manager told Dr. Harutunian that the Town of North Andover's standard operating procedure is to pay the family of the deceased one cycle (or two weeks). By consensus of Committee, it was decided to establish this as a practice for Superintendent's use.

Dr. Harutunian brought up a request by former Superintendent William Allen for additional vacation days. The Chairman of the School Committee directed Dr. Harutunian to get a legal opinion from Town Counsel, Dan Kulak. Dr. Harutunian presented to the Committee Counsel's decision indicating it was Counsel's view that Dr. Allen had taken the days allowed under his agreement and that Dr. Allen is not due any more days after September 30. The School Committee directed the Chair to have Attorney Kulak be in contact with Dr. Allen and explain Counsel's position in this matter. Counsel will report back to the Chair.

Submitted by

Harry K. Harutunian, Ph.D., Superintendent  
Secretary, North Andover School Committee

cp