

NORTH ANDOVER PUBLIC SCHOOLS  
SCHOOL COMMITTEE MEETING

Date: Tuesday, March 20, 2007  
Place: North Andover Middle School  
Present: Chairman, William Kelly, Vice- Chairman Barbara Whidden, Dr. Charles Ormsby, Tim Pybus,

Also Present: Dr. Daniel O'Connor, Superintendent, Richard Bergeron, Assistant Superintendent, and members of the school department and the community.

1. Chairman Bill Kelly called the meeting to order at 6:35 p.m.

( Due to a miscommunication the members of the student council were delayed.)

Mr. Kelly asked Kevin Kinneman a student council representative about the poll the student council was going to initiate regarding priorities for the high school. Kevin indicated that in informal pole students prioritized electives. The students have only core classes this year. No physical education and the arts are limited. A formal pole is being worked on.

Dr. Ormsby asked with limited resources we could hold some course in the more lecture style. It would require fewer instructors. How would you feel about having on of your courses like this.

Kevin- We don't feel that is a particularly good idea. A lecture hall environment is anything but ideal. Our classes are already filled with 30-40 students.

There was a discussion regarding initiating a program with the surrounding colleges to offer classes to High School seniors.

Kevin Mange a representative from the High School Band came to inform the committee of a donation from the 99 Restaurant of \$7640.00 to help fund the Band trip to Washington, DC for Memorial day.

2. A joint meeting with the Finance Committee – Working Session

Chairman, Bill Kelly welcomed the members of the Finance Committee. Mr. Batsimm the chairman of the Finance Committee introduced the members.

Mr. Batsimm stated that Fincom is trying to get enough information as possible to make a budget recommendation. We are aware of the fact that 2/3 of the Town budget is spent on the schools. We have talked to administration. The transparency of the budget is much better this year.

Ms. Coppa from Fincom asked for a list of prioritization schedules. If money were sent to the schools.

Mr. Batsimm- Not an indepth schedule. We are interested in blocks. To get accreditation , how much? Class sizes at the Middle School. Restoring curriculum, how much? A general list with numbers,

Mr. Pybus – It is premature to be breaking apart our requests.

Barbara Whidden- How do you pick 3<sup>rd</sup> and 4<sup>th</sup> class sizes over High School accreditation. We need both. I am supporting the entire request.

Mr. Rogers wanted the self-sustained special education program at the high school explained.

Dr. Laundre explained that the two programs, one during the day for emotionally disabled children who would need to be sent out of district if North Andover doesn't have a program to accommodate them. The other is an evening class for children with behavioral problems. We currently have 4 students who would need this program. Students from other districts could be tuitioned into this program.

The program will need start up money and should be self-sustaining in future years when it is in full swing.

There was discussion regarding possibly getting money for the schools from the stabilization fund. The Fincom Chairman stated that Fincom is adamant about not taking money out of this fund.

Mr. Rogers expressed his concern that the addition of a handicap elevator at the Kittredge School would create more upgrades needed throughout the building, such as restroom accommodations.

Ms. Whidden stated the School Committee is working with the Town Manager of this project making sure all state requirements are being met.

There was discussion of the helpfulness of the meeting with the school department heads.

Mr. Kelly thanked the Fincom members for coming and stated that a meeting after Fincom makes their recommendation would be helpful.

3. Warrants of Bills Payable- None

4. A member of the public asked if the legislators would be available to meet with the School Committee on April 10<sup>th</sup>.

Mr. Kelly responded that four members are available to attend. The meeting will not include the Board of Selectmen.

5. Sandy Gleed wanted to clarify some points about her override petition. The language says I have asked to appropriate not to exceed 3 million for schools and municipal 500,000. To put level service back to three years ago. I can amend my own article to reduce those figures. I could do the same for the municipal side. I can also allocate. I think it is possible that monies may be found and moved. She urged Dr. O'Connor to prioritize the restorations.

6. Appointment of Interim Business Manager

Dr. O'Connor introduced Mr. Stephen Fortado as a fine competent candidate.

Mr. Kelly stated that the Business Manager for the North Andover Schools is a very important job.

Mr. Fortado: I have the background, I am seasoned as a teacher and principal, Director of School support services. I have been liaison to build a new high school. I know the need in budget deliberations to have a transparent budget. Every dollar is hard to get. We are all facing the same challenges to stretch the

dollars that we can get. I think your central office staff is in need of someone to be supportive of their work. More in the line of helping to support them in doing their work. In a temporary job you are trying to make an impact in the short term.

Dr. Ormsby felt the job is too broad.

Mr. Fortado stated that he realized the job specifications and that prioritization would be first and foremost.

Mr. Pybus stated that a budget committee had been started that would give monthly reports to the committee. Did Mr. Fortado have experience with this.

Mr. Fortado- Yes I do, in Georgetown we put together a monthly budget report and I would present this to the School Committee each month.

Barbara Whidden- I think you need to be a change agent, It has become clear to me, we need financial policies and procedures in place. This needs to be institutionalized. Not to maintain status quo. It is difficult to get the financials on a monthly basis. I have concerns I want a strong business office. I expect a full business manager. Talk about where your strengths are.

Fortato- That is helpful information. One of my strengths is I know how to run systems and programs. I think that part of the system is developing a report. I believe in sight based monitoring and budgeting. I personally believe in making the budget as close to the school as possible and strengthening of the principal I can be impatient with inertia in the system. I like to use humor to get over that.

Barbara Whidden- One of the things we are looking at trying to merge some of the functions with the town. We are at a stand still right now. Have you had any experience with sharing the functions with the town.

Fortato- Some times that is difficult. Unifund may present some responsibilities that are easy to do. The school system payroll is much more complicated. The actual data entry could be shared. I think the town side collaborations are very important. The question would be who do you answer to. Who is responsible? Are the governing bodies cooperating?

BW- Line item authorization. What should our authority be as a school committee. What do you think is adequate?

Fortato- This was the first task in Georgetown. Every line item in the budget. We set 35 categories. Maintenance expense could be moved. Salaries couldn't be moved to another fund. The School Committee would see all the transfers I have authorized and those that we needed approval for. You can set up the rules that you want. Fewer rules are better. Administrators need a clear but easy process. You can get information on that.

Bill Kelly - Have you initiated any cost savings or ways to acquire services?

Fortato- Yes, in utilities we belong MEC we work with other communities. We buy off the state contracts. We look for savings in all areas. We put in online payments for parents to pay there different fees. That creates a savings in staff. We look to use technology to help with operations. We make sure all of staff is trained in Microsoft Office. This creates efficiencies in operations.

Mr. Perry made a motion to suspend the rules. Mr. Pybus seconded the motion.  
Roll Call vote Chairman Kelly, Yes, Vice Chairman, Barbara Whidden, Yes, Al Perry, Yes, Dr. Ormsby, Yes, Tim Pybus, Yes. Motion passed 5-0

Barbara Whidden made a motion to change the job title to Business Administrator seconded by Mr. Perry

Roll Call vote Chairman Kelly, Yes, Vice Chairman, Barbara Whidden, Yes, Al Perry, Yes, Dr. Ormsby, Yes, Tim Pybus, Yes. Motion passed 5-0

Al Perry made a motion to appoint Mr. Stephen Fortado as Business Administrator. Tim Pybus seconded the motion.

Roll Call vote Chairman Kelly, Yes, Vice Chairman, Barbara Whidden, Yes, Al Perry, Yes, Dr. Ormsby, Yes, Tim Pybus, Yes. Motion passed 5-0

## 7. Superintendent's Report

### a. Redistricting plan

Dr. O'Connor informed the Committee that no redistricting plan could be managed that would last more than one year. Therefore it is not practical to redistrict at this time. The Royalcrest students will stay at Atkinson School with waived busing.

### b. Health Insurance Premium Update

Dr. O'Connor informed the Committee that Ray Santilli is trying to align the health insurance payments between the schools and the town. A change could take effect in April.

### c. Accept Gift

Tim Pybus made a motion to suspend the rules for accepting the gift from the 99 Restaurant. Seconded by Barbara Whidden

Roll Call vote Chairman Kelly, Yes, Vice Chairman, Barbara Whidden, Yes, Al Perry, Yes, Dr. Ormsby, Yes, Tim Pybus, Yes. Motion passed 5-0

Mr. Pybus made a motion to accept the gift from the 99 restaurant of \$7640.00 for the purposes of financing the band trip to Washington Dc for the memorial day parade. Motion was seconded by Barbara Whidden  
Roll Call vote Chairman Kelly, Yes, Vice Chairman, Barbara Whidden, Yes, Al Perry, Yes, Dr. Ormsby, Yes, Tim Pybus, Yes. Motion passed 5-0

## 8. Old Business

### a. Update re; Superintendent Search

Bill Kelly informed the Committee that NESDEC has been directed to broaden there contacts at the higher pay range. They are forseeing some potential candidates. We will get an update from NESDEC.

### b. Full-day Kindergarten tuition

What level should we set the tuition rate?

Tim Pybus made a motion to vote to set the 2007/2008 kindergarten to 3500 with the adjustment to be made should we receive the grant. Roll Call vote Chairman Kelly, Yes, Vice Chairman, Al Perry, Yes, Dr. Ormsby, Yes, Tim Pybus, Yes. Motion passed 4-0-1 Mrs. Whidden abstained.

9. New Business

a. Pioneer Institute – Massachusetts Collaborative – Making the Most of Education Dollars tabled

b. Appointment of Liaison to the School Building Committee  
Barbara Whidden stated we already have 3 committee members on this board.

c. Appointment of Interim Lead Nurse

AL Perry made a motion to suspend the rules. Mr. Pybus seconded the motion.

Roll Call vote Chairman Kelly, Yes, Vice Chairman, Barbara Whidden, Yes, Al Perry, Yes, Dr. Ormsby, Yes, Tim Pybus, Yes. Motion passed 5-0

Al Perry made a motion to appoint Cheryl Barczack to lead nurse of the North Andover School Department Tim Pybus seconded Chairman Bill Kelly, Yes, Barbara Whidden, Yes, Al Perry, Yes, Dr. Ormsby, Yes, Tim Pybus, Yes. Motion passed 5-0

Al Perry made a motion to enter executive session for the purpose of lease negotiation. Barbara Whidden seconded.

Roll Call vote Chairman Kelly, Yes, Vice Chairman, Barbara Whidden, Yes, Al Perry, Yes, Dr. Ormsby, Yes, Tim Pybus, Yes. Motion passed 5-0

Meeting called to end at 10:06 p.m.