

## North Andover School Committee

Date: October 15, 2009

Present: Members Allen, Burzlaff, Limpert, Nobile and Rhoton and Selectman Nardella. Also present Superintendent Hottel, Assistant Superintendent Hutchinson and Business Manager Mealey.

Location: Town Hall

### Call To Order

Chair Limpert called the meeting to order at 6:30 p.m.

### Executive Session

**Ms. Allen moved to enter into executive session to discuss contract negotiations and to return to regular session at approximately 7:00 p.m. Mr. Nobile seconded the motion. The vote was 5-0 Ms. Allen, Ms. Burzlaff, Mr. Limpert, Mr. Nobile and Ms. Rhoton.**

### Call Back to Order

At 7:00 p.m. Chair Limpert called the meeting back to order.

### Public Comment

There was no public comment.

### Recognition

The Committee recognized National Merit Semi Finalist Ajmal Thanikkal and National Merit Commended Students Kevin Foote and Darryl Varney.

The Committee recognized Mike Pangione of McDonald and Pangione and John Sarro from Pentucket Medical for their donation to the NAHS Partner Sponsorship Program. Mr. Sarro stated that Dr. Bacali is new to Pentucket Medical and is very interested in sports medicine and willing to help in anyway needed.

### Minutes

**Ms Allen moved to approve the minutes of September 24, 2009 and October 1, 2009. Ms. Burzlaff seconded the motion. The vote was 5-0 Ms. Allen, Ms. Burzlaff, Mr. Limpert, Mr. Nobile and Ms. Rhoton.**

Chair Limpert noted that the goal of the Committee is to have the minutes available on the web as soon as possible.

### Fieldtrips

Ms. Allen requested the Committee, in order to accommodate staff in attendance, take the agenda item Approval of Fieldtrips out of order.

Dr. Scuzzarella, Ms. Durkin and Mr. Goldberg discussed the proposed music trip. At the request of the Committee they agreed to work to have the band performances placed on the website and the local education channel.

**Ms. Allen moved to approve the high school trip to Philadelphia. Ms. Rhoton seconded the motion. The vote was 5-0 Ms. Allen, Ms. Burzlaff, Mr. Limpert, Mr. Nobile and Ms. Rhoton.**

Dr. Scuzzarella reminded the audience that this week's football game is the Fox25 Game of the Week and encouraged all to attend and support the team.

Dr. Scuzzarella discussed the proposed drama guild trip to Lenox for the Shakespeare Festival. She agreed to look into whether the performance could be put on the web and the local education channel without violating copyrights.

**Ms. Allen moved to approve the drama guild Shakespeare trip. Ms. Rhoton seconded the motion. The vote was 5-0 Ms. Allen, Ms. Burzlaff, Mr. Limpert, Mr. Nobile and Ms. Rhoton.**

#### **Chair Report**

Mr. Limpert stated that the focus continues to be on budget related issues. Mr. Limpert stated that a few meetings ago in discussion he used the term override and that he wanted to clarify and go on the record that he was not implying in any way that he is in favor of an override certainly now given the state of the economy.

#### **Superintendent's Report**

Superintendent Hottel thanked Brian Fraser of, CamEd and webmaster, Mike Motherway, for their work to get the AYP video presentation posted to the web.

Mr. Mealey updated the Committee on the status of the Kittredge modulars. He stated that four bids were received and the School Building Committee would be meeting to review the bids.

Superintendent Hottel informed the Committee that the NAECC contractor had hired a film company to film the NAECC to be used for a presentation to the industry and as an advertisement for Triumph Modular. In response to requests from the Committee, Mr. Mealey stated that waivers had been signed by all who would appear on camera and he would ask the contractor for a copy of the video.

Superintendent Hottel asked Mr. Mealey to discuss custodial staffing. Mr. Mealey stated that he had done an initial analysis of custodial hours at the preschool and that the initial analysis shows more hours are needed. He stated that he would be doing a full analysis of the workload of all custodial staff and would bring that information as well as a recommendation regarding preschool custodial staffing to the Committee at the next meeting.

Superintendent Hottel updated the Committee on the H1N1 flu clinic. He stated that it is still anticipated that the Town will host a flu clinic in the schools in mid November or early December.

### **FY11 Budget Directives**

Chair Limpert requested that the Committee delay this item for one more meeting while he continued to work to come up with a list of coherent budget directives.

### **SFSF Grant Application**

Superintendent Hottel discussed the Superintendent Advisory Committee's prioritized list of items for SFSF funds. He noted that most items would address AYP issues in the district. In response to a request from the Committee he reviewed which schools would benefit from each item. He stated that once the grant is submitted and funds received the priority of items may be revisited again.

### **FY10 Budget Update**

Mr. Mealey discussed the FY10 budget and gave a detailed explanation of the budget report forms. He asked the Committee for comments and suggestions which could be incorporated into making the budget report forms more user friendly. It was agreed that a column would be added showing percent expended to date, information would be validated by the Town Accountant and that an instruction page would be included when the final forms are posted to the web. Mr. Mealey stated that revised forms incorporating changes would be brought to the next meeting for final approval and would be posted to the web following that meeting. In response to a question from the Committee Mr. Mealey said he would investigate where the \$2,400 gift to the district appears in the budget.

Mr. Nobile asked that the explanation by Mr. Mealey on the budget report forms be posted to the web.

### **First Reading Superintendent's Goals**

Superintendent Hottel reviewed the proposed goals and discussed the meetings he had with members of the community, town leaders, staff and parents to hear their thoughts on the school district.

The Committee discussed the hierarchy of goals in the district specifically the goal regarding AYP improvement. The Committee discussed the fact that goals that tie to a performance evaluation must be both measurable and attainable. The Committee agreed to continue discussions on goals at a future meeting.

### **District Improvement Plan**

Dr. Hutchinson discussed the work done over the summer by the administrative team and the skeletal draft of the District Improvement Plan that was included in the Committee's packet. He stated that district improvement plans are three year plans and the school improvement plans are built off of the district improvement plan. He stated that the administrative team has further work to do on the district improvement plan and that it is anticipated that the plan will be brought back to the Committee for review in early December. In response to a request from the Committee Dr. Hutchinson said he would forward the Committee the last district improvement plan.

### **Hall of Fame Call for Candidates**

Chair Limpert discussed the Teachers Hall of Fame and the criteria for nomination. He stated that nominations for candidates for this year's Hall of Fame are due by December 1st and should be addressed to Vice Chair Allen c/o Central Office, 1600 Osgood Street.

## **Subcommittee Reports**

Athletics – investigating further the question regarding logo trademark

Budget Finance- continuing work on monthly budget reporting forms and the validation process

Budget and Communications – no meeting scheduled yet

Communication – continuing work with CamEd and work on the website to get messages out to the community

Curriculum – on hold for now

Elementary School Resources- meeting Monday

Negotiations – met with paraprofessionals this morning, meeting scheduled with nurses next week and next teachers’ meeting delayed until January due to scheduling conflicts

Policies – working on several policies with MASC anticipate second reading soon

Special Education Review – because SFSF funds have been set aside for a comprehensive special education review this subcommittee is on hold

Technology – completed work on SFSF prioritized list

## **Public Comment**

Laura MacMillan stated that significant funds are going to technology infrastructure as well as hardware and that she hoped the Committee would consider support for training for teachers so they are able to use the technology to the full extent. She stated that she was impressed with the improvements to the website and asked that the Committee consider posting notices of subcommittee meetings on the website. She requested that anticipated expenses be included in the budget report format.

## **Adjourn**

**At 9:30 p.m. Ms. Allen moved to adjourn. Mr. Nobile seconded the motion. The vote was 5-0 Ms. Allen, Ms. Burzlaff, Mr. Limpert, Mr. Nobile and Ms. Rhoton.**

Approved 11/5/09