

***Hanover School Committee Meeting Minutes  
January 22, 2020  
Hanover High School***

**Present:** Mrs. Leah Miller, Mrs. Ruth Lynch, and Mrs. Kimberly Booker

**Also Present:** Matthew Ferron, Thomas Raab, Deborah St. Ives, Keith Guyette, Michael Oates and Kelly Lawrence

**Call to Order:** Meeting was called to order at 7:01pm by Mrs. Miller

**Public Comment:** None presented

**Approval Minutes:**

Motion by Lynch to approve the January 8, 2020 School Committee General Session minutes as written. The motion was seconded by Booker. The motion carried unanimously.

**Report of the Superintendent presented by Mr. Ferron:**

- **UMass Lowell College Courses at HHS -** Mr. Ferron asked the committee to hear from Mr. John Mingels from UMass Lowell's Engineering Dept. about the new College Course program they are working to roll out at Hanover High School. Mr. Mingels has been working with Mr. Ferron, Mr. Matthew Plummer and Mr. John Storella-Mullin to offer College level courses to juniors and seniors at HHS. It is designed to not only give students college credits, but also offer opportunities to explore different career paths. If all courses were completed, students would receive 12 college credits as well as a certificate in a marketable skill to enter the job force.

Mrs. Miller asked if these courses would be offered during the school day. Mr. Mingels responded that they would be offered in the evening, as to not disrupt the school day, or after school activities.

Mrs. Booker questioned if these courses had a cost associated with them and if there are scholarships available. Mr. Mingels replied that the current cost of the class is \$1050.00, which he knows can be out of reach for some students. He is working to obtain federal funding to lower the cost to \$650, which would act as a scholarship to all students by lowering the overall cost.

Mrs. Lynch asked if taking these courses would in turn give students special consideration when applying to college. Mr. Mingels replied they would not, but having already earned college credits and taken college courses would set them apart from the rest of the applicants

Mrs. Lynch also questioned if these courses would make AP courses less valuable in the long term. Mr. Mingels replied that they were designed to instead compliment AP courses, and act as enrichment to their current curriculum.

- **Events and Updates** – The new college planning seminar series entitled “Destination Graduation” will be kicking off on February 4<sup>th</sup>. This seminar series will offer students and families information on navigating the college application process. The Literacy Night put on by faculty on Tuesday January 21<sup>st</sup> was a huge success and they have received wonderful feedback regarding the presentation. The presentation was filmed and will be available soon for people to view. The next SEPAC Meeting is this Friday,

January 24<sup>th</sup>. Mr. Ferron asked the Committee to consider deciding on the first day of school for September 2020. Due to Labor Day being late this year, he requested that they approve the first day of school for all students to be Wednesday, September 2<sup>nd</sup>. The Committee agreed and Mr. Ferron noted that he would send a message to families the next day.

Mrs. Lynch commented that she hopes students and families find the information from the Destination Graduation series valuable, as often times information from guidance does not also get to everyone who needs it. She also noted that she appreciated that it was being “marketed” and distributed to all students and families in grades 8-12.

Mrs. Miller commented that the Literacy night was excellent and that she could truly feel that the faculty cared about their students. Mrs. St. Ives commented that the team did work very hard to create that presentation and give parents a glimpse into the classroom, which seems to have been very well received.

Mrs. Lynch asked to be informed about upcoming Literacy “coffee talk” events that will take place during the school day, and Mrs. St. Ives said she would send her the schedule.

- **Superintendent Mid-Cycle Progress Report** – Presented by Matt Ferron, Debbie St. Ives, Michael Oates and Kelly Lawrence. This document can be found in its entirety on the Hanover Public Schools website. The following is a snapshot of what was discussed. Goals were presented slightly out of order during the meeting, to allow Mrs. Lawrence to present first for goal 3.
  - Goal 1: Student Learning – Read 2700 Year 2. Mrs. St. Ives presented this goal to the committee and she indicated that much work for this goal has been done over the last four months. She noted the team is on schedule with all items
    - Key Actions Updates 1-6
    - Summer Goals 1-11
    - Fall/Winter Goals 1-13
  - Goal 2: Sylvester School Redevelopment. This goal is currently on standby and in the exploration process. Mr. Ferron noted that a meeting regarding this subject was held prior to the School Committee meeting that evening and there is still much research to be done before a decision can be made regarding the use of that property.
  - Goal 3: Professional Practice/Community Engagement. This goal had been amended slightly since its creation to offer a more long term, sustainable plan to provide students the opportunity to attend two free enrichment activities in the HPS career. The reason for the amendment was funding and grant options are currently being explored
    - Key Actions updates 1-6
  - Goal 4: District Improvement/Student Learning. This goal encompasses the development and branding of Cedar School as an early learning center. It was noted that the school is currently on track with their goals.
    - Key Actions Updates Spring/Summer 2019
    - Key Actions Updates Fall/Winter 2019-2020
    - Key Actions Updates Spring 2020

Mrs. Booker commented that she is impressed with how much the district has embraced the science of reading and the topic of literacy and understands that a lot of work goes into understanding how a child learns to read.

Mrs. Booker questioned what the Heggerty method is and if staff receives training or Professional Development days for this methodology. Mrs. St. Ives noted that it has to do with phonemic awareness and is geared toward the younger students in Pre-K and Kindergarten. Mrs. St. Ives also replied that this method is new for many teachers, so there is absolutely training provided in many forms.

Mrs. Booker questioned programs for older students with phonemic awareness issues and if Hanover is tracking older students with these concerns. Mrs. St. Ives replied that any of these methods can be tailored to each student's needs and nothing is black and white.

Mrs. Booker is still concerned with the use of "Readers' Workshop" as many researchers say it does not fit with the science of reading. Mrs. Miller questioned if she meant without the phonics lessons. Mrs. Booker stated it is her understanding that using the three-cueing system often used in Readers' Workshop can interfere with the orthographic mapping and undo the phonics that the student learned. Mrs. St. Ives stated that they are using readers' workshop for structure. Mrs. Booker expressed concern that language matters and many teachers have been trained on Readers' Workshop and it may have a different meaning to them than what Hanover is using it for.

Mrs. Lynch questioned Curriculum Calendars and if teachers were still using common units and common assessments to plan their lessons. Mrs. St. Ives replied that they were using these as they allow for more formal team collaboration and ensures all students are receiving the same information.

Mrs. Miller questioned if Administrators were also taking Professional Development courses and if so, are they being done through the TLA (Teaching and Learning Alliance). Mrs. St. Ives replied that yes, Administrators are taking courses and the TLA now has a satellite office on the South Shore that has been working with the administration team.

Mrs. Miller questioned if there was still a need for books in the expanded classroom libraries at Cedar School. Mr. Oates replied that they do still have a need for non-fiction books.

Mr. Ferron noted that he and his team feel very good about their goals and the progress they have made. He was especially impressed with how smoothly the transition of the elementary schools went, and that it was a process that went better than they could have expected.

#### **Report of Finance Department Presented by Dr. Thomas Raab:**

- **Donations** – \$27,743.15 were received from the HPTA. Dr. Raab noted that they have been a wonderful resource and was impressed by all the work they have been able to do to support our schools.

Mrs. Lynch questioned how the donations work and how they are done. Dr. Raab responded that they are often done through fundraising. Mrs. Lynch questioned the amount being put toward teacher appreciation, noting that she absolutely appreciates our teachers and all they do, but wondered if \$1,200.00 was too much. She requested that these types of expenditures be watched more closely in the future.

Mrs. Miller questioned fundraising by noting that it lends to parents and the community questioning our how we get the money and where it is going. Dr. Raab deferred to the HPTA as they will be coming in during one of the next School Committee meetings to present and felt they would be able to best answer those questions.

Motion by Lynch to approve the Donations in the amount of \$27,743.15 as written. The motion was seconded by Booker. The vote carried unanimously.

- **FY '21 Budget Presentation** – This document in its entirety can be found on the Hanover Public Schools website. Dr. Thomas Raab presented the budget and noted that the discussion would act as an overview and he would be happy to discuss anything in detail as requested or answer any questions that might come up. He noted this is a level services budget and Dr. Raab is confident this budget puts the School Dept. in a good place for FY '21. Highlights of the Budget Presentation are below.
  - Variables Impacting Budget Development
  - FY '20 Spending Breakdown
  - Projected Enrollment for FY '21
    - Dr. Raab noted that there was not a significant change in the enrollment numbers and staffing levels should remain the same
  - Level Services Budget Proposal
    - Dr. Raab This allows the School Dept. to continue moving forward and making great progress
  - Supporting Strategic Objectives
  - Technology Capital Needs
    - Dr. Raab noted that technology falls under the School Dept.'s budget and there is currently a three year Capital Plan in place.
  - Operating Budget
    - This proposal shows a 4.2% increase from last year's operating budget.

Dr. Raab and Mrs. Booker had a brief discussion on DIBELS. In the budget it listed both DIBELS 8 and DIBELS Next. Mrs. St. Ives stated DIBELS 8 will be the assessment used throughout the district.

**Report on Teaching and Learning:**

- None

**Action Items:**

- None

**Public Comment:** None presented

The next School Committee meeting is scheduled for February 5, 2020 at Hanover High School. Expected agenda items will be: Transportation Bid Update, FY '20 Budget Update, FY '21 Budget 2.0, HHS Peru Field Trip request.

Dr. Raab stated that the transportation bid is not due for another year and will not be an agenda item at our next meeting.

Motion by Lynch to adjourn at 8:51pm. The motion was seconded by Booker. The motion carried unanimously.

Respectfully Submitted by:

*Caitlin Potolicchio*

Caitlin Potolicchio

Executive Assistant/ Recording Secretary

Documents Used:

Superintendent Mid-Cycle Progress Report  
FY '21 Budget Presentation  
Donations

Appendix A  
Appendix B  
Appendix C