

***Hanover School Committee Meeting Minutes
February 26, 2020
Hanover High School***

Present: Mrs. Leah Miller, and Mrs. Kimberly Booker, Mr. John Geary and Mrs. Libby Corbo

Also Present: Matthew Ferron, Thomas Raab, Debbie St. Ives, Keith Guyette, Joanna McCormick and Sandra Suchoff.

Call to Order: Meeting was called to order at 7:00pm by Mrs. Miller

Public Comment: None presented

Approval Minutes:

Motion by Geary to approve the February 5, 2020 School Committee General Session minutes as written. The motion was seconded by Corbo. The motion carried unanimously.

Report of the Superintendent presented by Mr. Ferron:

- **Events and Updates** – The first Coffee Talks session focusing on Reading and Literacy was held on Wednesday, February 26th. It was a great opportunity for parents to hear from our district reading experts and ask questions. There will be 3 more sessions through March and April. The second Destination Graduation session will take place on March 4th at HHS and will feature 10 college admissions representatives who will discuss not only their particular schools, but also what students should do to get into the school of their choice. HHS Drama will take part in the High School Theater Festival on Saturday, February 29th at HHS. An email regarding Coronavirus went out on February 26th to all families and staffs indicating that HPS and the Town of Hanover are watching this develop closely and that there are protocols in place should the epidemic reach our area.
- **Annual District School Choice** – Mr. Ferron advised the Committee that they must vote on this, as it is an annual vote. He recommended that Hanover Public Schools not participate in the District School Choice program due to high enrollment and class size limitations.

Motion by Geary pursuant to MGL Ch. 76 Sect. 12B for the Hanover Public Schools to choose not to participate in the School Choice Program. The motion was seconded by Corbo. The motion carried unanimously.

- **Superintendent Evaluation Timeline** – A timeline has been established in order to perform and complete the Superintendent's evaluation before the Town Election on May 9th. This timeline has been reviewed by the Committee Chairperson and shared ahead of time with the rest of the Committee for their review.

Mrs. Booker questioned the date of April 3rd on the Timeline, as it is set aside as a working meeting. She noted that her schedule would only allow her to be available in the afternoon. Mr. Ferron noted that his assistant reach out to the committee and schedule that session and accommodate all schedules.

- **Dr. Raab Contract Renewal** - Mr. Ferron requested that the Committee agree to allow him to enter into negotiations with Dr. Raab to extend his contract for three more years. Mr. Ferron feels confident that negotiations will fall within the salary parameters set forth by the budget.

Motion by Geary for Mr. Ferron to enter into negotiations to extend Dr. Raab's contract by three years. The motion was seconded by Corbo. Motion carried unanimously.

Report of Finance Department Presented by Dr. Thomas Raab:

- **HPTA Presentation** – This was presented by HPTA President Joanna McCormick and HPTA Treasurer Sandra Suchoff. This presentation can be found in its entirety on the Hanover Public Schools website. Dr. Raab noted that this presentation includes all checks written up to this point in the year, showing how all the money raised by the HPTA has been spent. Mrs. McCormick and Mrs. Suchoff indicated that this would be their last year on the HPTA and they are working to ensure there is less money carried over for next year. It is their intention to spend all of the \$42,000.00 that was allocated in September by the end of the school year. They also noted that the new HPTA President has been voted in. Andrea Sheehan is currently a Vice President for the HPTA and will take over for Mrs. McCormick in September as President. Mrs. McCormick noted that she will work with Mrs. Sheehan to ensure a smooth transition.

Mrs. Corbo thanked both Mrs. McCormick and Mrs. Suchoff for their years of dedicated services to the HPTA and said it is a true testament to both women to see how smoothly the organization has run over the last several years they have been in office.

Mrs. Miller also thanked both women and noted that she appreciated their presentation because it is nice to see, in black and white, all the great things this organization has been able to do for our schools. Mrs. Corbo echoed that sentiment by saying she knows parents and students alike would be sad to see any of these great programs go away.

- **FY '20 Revolving Account update** –Dr. Raab presented this memo, which can be found in its entirety on the Hanover Public Schools website. He noted that all accounts are trending as expected and all accounts are positive, with the exception of the F.A.C.E. account. Dr. Raab noted he has been working closely with Mrs. Kelly Lawrence to figure out where the -\$70,000.00 balance is coming from. He noted that it is largely due to the rate structure for the Before and Afterschool programs. He presented two different proposals to the Committee, both of which are still being considered internally. He noted that the new, increased rates that are being considered are still very affordable, as they know this affordable resource is incredibly important to our families.

Mrs. Miller questioned whether a flat rate, as opposed to the current hourly rate structure has been considered. Mr. Ferron replied by saying that Mrs. Lawrence has consistently refused to switch to a flat rate structure, as she believes that the hourly rate structure as well as the ability to receive credits for absence is incredibly important to our families.

Mr. Geary questioned when the Committee would receive another update from Mrs. Lawrence and the F.A.C.E Team. Dr. Raab noted they have historically presented in May.

Dr. Raab also noted that there is a Special Town Meeting Article that would allow him to submit for a 20% reimbursement for any Foster Care transportation expenses. He noted that last year there was \$12,000.00 spent on this type of transportation and this reimbursement would help to balance that expenditure.

- **Budget Update** – This document can be found in its entirety on the Hanover Public Schools website. Dr. Raab noted there is very little to report at this time. The FY '21 budget remains the same since it was last discussed at the February 5th meeting and expects it to remain the same and to be voted on as written. The Public Hearing and vote will take place at the March 11th meeting and then Dr. Raab and Mr. Ferron will present it to the Advisory Board on March 18th. He noted that Capital Items would also be voted on at the March 11th meeting, as requested by the Town Manager.

Mr. Geary asked if Facilities Capital requests would be voted on at that time as well. Dr. Raab responded that he was unsure, but would follow up and would also send Mr. Geary a complete list of all the capital requests.

- **Donations** – Donations totaling \$12,937.81 were received from the Mass Cultural Council and the HPTA.

Motion by Geary to approve the Donations in the amount of \$12,937.81 as written. The motion was seconded by Corbo. The motion carried unanimously.

Report on Teaching and Learning:

- **2020-2021 School Calendar 1.0** The draft of the School Calendar for 2020-2021 can be found on the Hanover Public Schools website. Mr. Ferron noted that he had approached the HTA regarding a start date prior to September 1st, as it would allow staff more time to prepare for the school year. He noted that the HTA Board met and was not agreeable to a start date before September 1st and noted that this issue could instead be discussed in collective bargaining. He noted that as the calendar stands now, staff will return on September 1st and students will return on September 2nd. He noted the Leadership team has discussed that the Friday before Labor day has often times been a day off to create an extended weekend, but they feel as though it's important to get the year started and hold school on that day.

Mrs. Corbo noted that she agrees that holding school on Friday, September 4th is a good thing and doesn't believe it will cause a problem.

Mrs. Miller noted that she wanted to remind the community that there is no school on Tuesday, March 3rd.

Public Comment: None presented

The next School Committee meeting is scheduled for March 11, 2020 at Hanover High School. Expected agenda items will be: Approval of 2020-2021 School Calendar, Public Hearing on FY '21 Budget, Approval of FY '21 Budget, Lunch Debt Procedures, HHS Program of Studies, HHS Quebec Field Trip Request.

Mr. Ferron noted that he would follow up with the Committee, as he was unsure if the HHS Program of Studies would be ready to present at the March 11th meeting.

Motion by Geary to adjourn at 7:55pm. The motion was seconded by Corbo. The motion carried unanimously.

Respectfully Submitted by:

Caitlin Potolicchio

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Executive Assistant/ Recording Secretary

Documents Used:

Superintendent Evaluation Timeline
FY '20 Revolving Account Update
FY '21 Budget Update
Donations as of 2/26/20
2020-2021 School Calendar 1.0
HPTA Presentation

Appendix A
Appendix B
Appendix C
Appendix D
Appendix E