

***Hanover School Committee Meeting Minutes***  
***May 6, 2020***  
***Hanover High School***

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

**Also Present:** Matthew Ferron, Thomas Raab, Debbie St. Ives, Keith Guyette, Matthew Paquette, Daniel Birolini, Jane DeGrenier, Michael Oates and Matthew Plummer

**Call to Order:** Meeting was called to order at 3:00pm by Mrs. Miller

**Public Comment:** None presented

**Approval Minutes:**

Motion by Lynch to approve the April 21, 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:**

- **Events and Updates** – Mr. Ferron started by recognizing that it is Teacher Appreciation Week and thanked all the teachers. He noted that he'd seen a lot of great tributes to educators coming in and was happy to see they were being recognized. He also thanked the School Nurses, as it was also National Nurses Day. He added that Hanover Public School's nurses have been amazing and have stepped up to work at Hanover's Mobile Health System. Mr. Ferron stated that he and Dr. Raab have been working diligently on the budget and are in regular communication with state level officials. As of today, the budget is in good shape, but he and Dr. Raab are realistic in thinking that there will likely be further cuts. Mr. Ferron addressed the plans in place for the class of 2020. At this time, Graduation is planned for Friday, July 31<sup>st</sup> and the rain date will be Saturday August 1<sup>st</sup>. If they are unable to run the ceremony as planned, they will come up with a "Plan B" to implement instead. He assured everyone that they would be sure to find a way to hand deliver diplomas to all members of the class of 2020. Mr. Ferron also addressed the Extended School Year program noting that there would be an ESY program, but that it would likely look very different. He stated that Mr. Keith Guyette, Director of Student Services, and his team would find a way to offer as many services as possible. The FACE program is currently looking at their summer programming and will determine which programs can work and which ones cannot based on social distancing and what that might look like over the summer months. Mr. Ferron noted that the FACE team would be making a decision about programming as soon as possible.

Mrs. Miller thanked Mr. Ferron and stated that his leadership has been nothing short of heroic during this time. She stated that he had a long-term vision from the start of this closure and was able to bring it to fruition. She added that he'd done an incredible job caring for Hanover's students, staff and families. Mr. Ferron thanked Mrs. Miller and noted that it wouldn't have been possible without the help and support of those around him.

Mrs. Booker asked if a waiver for Special Education was approved. Mr. Guyette responded that it was not approved and that all the timelines for evaluations that were in

place for Special Education are still in effect. He added that students would have to be reevaluated virtually now, but his team was up to the task.

Mrs. Corbo asked if there had been any further consideration of Prom. Mr. Matthew Paquette, Principal of HHS, noted that it has been discussed, but since it will likely take place after graduation and the kids will not longer be students, it will have to be a parent-sponsored event. He noted that there has been some interest from parents in sponsoring this and a date during the November break has been discussed.

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

- **FY '20 Budget Update** – Dr. Raab stated that he has been in communication with each building principal regarding ways to increase savings for the end of FY '20. He stated that the Full Day Kindergarten refunds or waivers have taken place and he has also been able to obtain transportation discounts from all providers, which would be approximately \$180,000.00 in savings. Dr. Raab also stated that he hopes to leave as much money in the Special Education Stabilization Fund as possible, as it is clear that students will require additional services next year. He noted that he hopes to be able to provide a more clear estimate by the May 20<sup>th</sup> meeting as up to this point there has not been a lot of clear guidance and there is still a lot of unknowns from the DESE.

Mrs. Miller questioned what Dr. Raab estimates to keep in the Circuit Breaker fund. Dr. Raab replied that he hopes to keep about \$50,000.00, but that will depend on how the fiscal year closes.

- **FACE Rate Setting for FY '21:** Dr. Raab stated that this was discussed as a previous School Committee Meeting and he and Mrs. Kelly Lawrence have come up with new rates for the next several years that he believes will not only help them make up for their deficit by generating an additional \$97,000.00, but will also account for the increase in minimum wage, which will reach \$15.00/hr. in FY '23. Dr. Raab requested a vote of the School Committee to approve these new rates. This document, including the new proposed rates, can be found on the Hanover Public Schools website.

*Proposed FY21 Rates*

- *\$9/Hour - 1 Student*
- *\$12/Hour - 2 Students (\$6 per hour/per student)*
- *\$15/Hour - 3 Students (\$5 per hour/per student)*
- *\$18/Hour - 4 Students (\$4.50 per hour/per student)*

Mrs. Lawrence noted that this rate increase would also help them face the unpredictable enrollment next year.

Mrs. Miller questioned if the additional \$97,000.00 is just for one year. Dr. Raab said yes, as costs will continue to go up each year with minimum wage and close that gap.

Motion by Lynch to approve the increased rates for the FACE Program. The motion was seconded by Booker. The motion carried unanimously.

**Report on Teaching and Learning:**

- **Remote Learning Update** Each of the building principals were present to discuss their schools remote learning plans.

- **Cedar School:** Mr. Michael Oates stated that the staff at Cedar continues to provide meaningful, family oriented learning. He noted that they have received a great deal of positive feedback. He stated that the Phase III guidelines provided by the DESE have been validating and proved that they were already heading in the right direction and gave them the opportunity to focus and create a roadmap for what next year will look like. Mr. Oates stated the Cedar staff is committed to getting students ready for the next grade level.
- **Center School:** Mrs. Jane DeGrenier said that the Center School has been very busy since receiving the Phase III guidelines. The staff has been focused on the Power Standards outlined and determining what students need to move forward. Mrs. DeGrenier also noted that they are working on ways to streamline communications to families. Teachers and Specialists are coordinating their efforts and trying to send as few emails as possible. She also stated that they are working on plans for end of the year celebrations for students, especially those moving on to the Middle School.
- **Hanover Middle School:** Mr. Daniel Birolini said the Middle School is up and running with the Phase III guidelines and were already in a good place when they were put out. The teaching staff is focusing on the Power Standards, but they are also very focused on the social and emotional needs of their students. He noted that student info forms have been sent out to grade 4 families to gather information for next year. Mr. Birolini also stated that there would be a virtual orientation in June for students and parents and they hope to be able to hold face-to-face meetings in August if possible. He closed by thanking parents for all their hard work this year, not just during this crisis.
- **Hanover High School:** Mr. Matthew Paquette stated again that the High School staff was in a very good place when the Phase III guidelines were released as they had prepared 10 weeks worth of lessons for their students and many of those standards were already reflected in those lessons. He thanked his teachers as he knows that shrinking a typical 55-minute lesson down to a 20-minute video is extremely difficult.

Mrs. St. Ives thanked all the teachers. She noted that this is all moving very quickly and they have been expected to keep up without any training and minimal guidance and she was proud to say they haven't missed a beat. Everyone has stepped up and shared resources and tips with each other, much of which was discovered by figuring it out on their own.

- **SAT Prep Kahn Academy Boot camp.** Presented by Mr. Matthew Plummer, STEM Director at HHS. This document can be found in its entirety on the Hanover Public Schools website.

Mrs. Miller stated that she was incredibly impressed by the data that is provided by Kahn and noted that it must also be helping students in class, not solely on the SATs. Mr. Plummer replied that it is helping the students in many ways. Many of the students become addicted to answering the questions, as if it's a game to them, to see how far they can go.

Mrs. Miller asked if this is something that could be set up for students over summer break? Mr. Plummer stated that he had not thought about that, but it was a great idea and it could certainly be done.

Mrs. Corbo noted that when this program was first rolled out to the Committee, she had her doubts about it, but she now sees it's value and loves how interactive it is and how much data it provides. Mr. Plummer thanked Mrs. Corbo saying that they took this very seriously and it certainly showed.

Mrs. Miller echoed Mrs. Corbo's sentiments by also stating that it has smashed her expectations and also thanked Mr. Plummer.

Mrs. Lynch noted that she first wondered if students would even attend when it was first rolled out, but clearly they did and she is delighted to see how well it went. She noted that she was very sad that the students that worked so hard will not be able to take the SATs this year after all the time they put in. Mrs. Lynch also commented that she was very happy to hear that all but 9 students in AP classes have chosen to take the AP exams. As they are voluntary this year, she was impressed to see that almost all of them chose to take them, even though it would have been more than understandable during this time to choose not to. She stated it truly shows the strength of our programs and that the kids take pride in their work. She congratulated the AP teachers for keeping these students engaged and motivated. Mr. Plummer noted that he would pass that along to those teachers and noted that they really do care about all their students and they have coached them through this, constantly reminding them why they started this journey.

- **Student Opportunity Act.** Mrs. St. Ives updated the Committee on the status of this document. She stated that it has been presented to each school's council as well as SEPAC. SEPAC has requested it be presented at their next Board meeting on May 15<sup>th</sup> and they will provide their feedback after that meeting. She reminded the Committee the document will require a vote before it can be submitted to the state and should have plenty of time to have it ready for the next meeting on May 20<sup>th</sup>.

Mrs. Lynch asked who wrote the document. Mrs. St. Ives stated that she did, with the help of all the other administrators. She noted that it is an overhaul of Chapter 70 and how funding works. She noted that Hanover will not receive any funding but they still have to put their plan together for submission.

Mrs. Lynch asked the number of students below the poverty level. Mrs. St. Ives stated that there are 127 students in grades 3-8 and 15 students in grades 10-12.

**Public Comment:** None presented

The next School Committee meeting is scheduled for May 20, 2020 - Time TBD: *Student Handbooks*, FY '20 Budget Update, Revolving Account Update, FACE Update and *HHS Program of Studies*.

Mr. Ferron noted that some of those items may have to be pushed off due to the amount of meetings we have left this year and wanting to ensure the high priority items are covered first.

Motion by Lynch to adjourn at 4:17pm. The motion was seconded by Booker. The motion carried unanimously.

Respectfully Submitted by:

*Caitlin Potolicchio*

Caitlin Potolicchio

Executive Assistant/ Recording Secretary

Documents Used:

Setting FY '21 FACE Rates

Appendix A

