

Hanover School Committee Meeting Minutes
May 20, 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 3:30pm by Mrs. Miller

Public Comment: None presented

Approval Minutes:

Motion by Lynch to approve the May 6, 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 stated that there is currently a lot going on. They've received some guidance from the State but are still waiting on more certain areas such as Special Education. He noted they are trying to prepare for the unknown at this point. He commented on the Budget. He and Dr. Raab have been closely monitoring the situation and have done a good deal of strategic planning for many different scenarios. Mr. Ferron noted that there may be the need to request additional School Committee meetings in the coming weeks and asked for the Committee to be flexible. Mr. Ferron explained that the administration is working on creating a transition team for the reopening process in September and has asked the HTA for representation from all groups. Mr. Ferron has a meeting tomorrow with the FACE and Parks and Recreation teams to make a final decision on the summer programs and that the community will be notified as soon as possible.

Mrs. Corbo questioned if there is currently any scenario for the reopening process that seems to be frontrunners? Mr. Ferron noted that there are several viable options but hopes to get clear guidance from the DESE in the coming weeks in order to cut down on inequities and inconsistencies.

Mrs. Corbo also asked about the Extended School Year program. Mr. Keith Guyette stated that his team is currently planning to offer this program virtually, but they are still waiting on further guidance from the DESE and the Governor. Mr. Ferron noted that he and Mr. Guyette are working on a message that will go out to families to let them know this is being worked on there are certain services that just will not lend themselves to being done remotely.

Mrs. Geary asked Mrs. Corbo if her question was asked because she knew of another plan or strategy from another part of the country she had heard of? Mrs. Corbo responded No, "I was just curious about Hanover's planning process". Mr. Ferron noted that he and his team are closely watching other states and countries to see what they are doing.

Mrs. Lynch questioned what the Committee's response should be if they are questioned about the reopening process. She noted that her understanding is that Hanover is not making

decisions independently, but rather collaborating with the communities in the area, as well as with guidance from the DESE and the South Shore region. Mr. Ferron responded yes and said they hope to receive a strong framework from the state and the DESE, but some decisions would be made independently as well.

Mrs. Lynch also noted that districts really couldn't act independently due to all of the cross-pollination from the surrounding communities. Mr. Ferron noted that issue would be everywhere for certain and he hopes that Hanover can be a strong leader in the region and provide sound ideas for moving forward.

Mrs. Miller addressed the Committee by noting that the Superintendent's Evaluation Timeline has been adjusted. Mr. Ferron will submit his updated goals by Friday, May 22, 2020.

Mrs. Lynch noted that there was not much time and the Committee will have to see how it goes. She also questioned if much has changed since the Goals were last reviewed. Mr. Ferron noted that many of the goals were well underway or even completed by the time the closure began.

Mr. Ferron's Executive Assistant will coordinate a time for the working meeting on June 1, 2020

Report of Finance Department Presented by Dr. Thomas Raab:

- FY '20 Budget Update – Dr. Raab submitted two memos that provide an update on the FY '20 Budget and revolving accounts. Those documents can be found in their entirety on the Hanover Public Schools website. Dr. Raab discussed his strategy for the remainder of FY '20, which is to keep as much money as possible in the Special Education Stabilization fund as he anticipates many students requiring additional services next year. He noted that there was a savings of \$106,000.00 in payroll due to furloughs and that savings will go toward the revolving accounts. Dr. Raab noted that overall; the strategy has not changed since the last time they met. Dr. Raab stated that there has been some confusion regarding the CARES Act funding. He noted that The CARES Act will be a reimbursement fund for costs incurred due to Covid 19, such as PPE, cleaning supplies etc. He noted that he is currently working with the town to ensure we have everything we need. The other fund available is the ESRE Grant, Which comes from the CARES act but is specifically designated for schools. Hanover will receive approximately \$50,000.00 and that is money that would be received upfront, not reimbursable. Dr. Raab also noted that since the new Budget was voted on two meetings ago, there have been several developments that he is waiting to see unfold. He is concerned that Chapter 70 funding as well as circuit breaker funding will be threatened.

Mrs. Miller thanked Dr. Raab and noted that the task force that she sits on with Dr. Raab and Mrs. Corbo is very much on top of this situation.

Mrs. Corbo also thanked Dr. Raab and noted that this is a good reminder to everyone that the CARES Act is a reimbursement program, so you have to have the money available to spend first. She also noted that it's a staggered application process, which is helpful, but worries the pot of money may run low if we wait too long.

- **Q3 FY '20 Revolving Account Update:** Dr. Raab noted that the strategies he has put in place are working and will continue to work. Several accounts have negative balances, such as Food Services, FACE and Athletics. Food Services will soon be getting some Federal relief. Athletics is currently at a deficit of \$28,000.00 but he noted that all accounts are trending as he expected. Dr. Raab noted that the FACE program was the hardest hit by the pandemic and once a decision regarding the summer program is made, he will work closely with Mrs. Lawrence to bring the account as close to positive as possible. Dr. Raab stated that he would keep the Committee updated as things change.

Mr. Geary questioned the Athletic Revolving Account if coaches were not hired or if they just weren't given their stipends. Dr. Raab stated that none of the coaches for spring sports received their stipends.

Mrs. Miller noted that the School Store, which is run by the FACE team, is doing a great job and selling like crazy! Mr. Ferron stated while the negative balance in the FACE program is a challenge they will come back stronger than ever because they provide a great service to the community. They have built a great business with the school store and just like many other small businesses, they will come back.

Mrs. Booker questioned the volatility of the preschool program and if any waivers had been approved and to what extent. Dr. Raab replied that he would be able to negotiate with Early Intervention, but that is all he is aware of. He noted that he would look into this further and report back. Mr. Guyette noted that any child turning 3 that required Special Ed. Services would get them and he and his team would work with each family on a plan.

- **Donations:** Dr. Raab thanked Melissa Evans and her family for a Donation in Kind of school supplies valued at \$100.00. He noted that those supplies were included in food deliveries for our most needy families.

Motion by Lynch to approve the Donations in the amount of \$100.00 as written. The motion was seconded by Booker. The motion carried unanimously.

Mrs. Corbo questioned the Food Drive donations receive from Erin and Rita Foley and if they would be included in the next meeting? Dr. Raab replied yes and stated he would be working with Mrs. Lynn Petrowski to get a valuation of their donations and will present it at the next meeting.

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 said he was so incredibly proud of how hard each student and their families are working and are so proud of how teachers have been able to keep the students engaged. He noted that there would be a few surprises coming up for the students in the coming weeks. Materials pick up as well as Yearbook pick up would also be planned.
 - **Center School:** Mrs. Jane DeGrenier stated that she has enjoyed seeing the remote learning plans evolve over time. The teachers have really jumped in to help each other and offer ideas for different PD sessions that might be helpful. Last Thursday the 3rd grade teachers modeled social distancing for the students at their annual planting program. Kids arrived to pick up their plants and observed the staff in proper social distancing protocols. She also noted that a few more distributions like

the plant program will be happening, as the staff really wants a chance to be able to connect with their students before the end of the year. The teachers will be coming in to collect the student's belongings and bag them up for them.

- **Hanover Middle School:** Mr. Daniel Birolini stated that they are in the home stretch and noted that it will be difficult for the students to stay focused now that the nice weather has arrived. The HMS Faculty will be having grade level zoom meetings to go over end of year expectations. He also noted that there would be an 8th grade celebration thanks to the HPTA, with a tentative date of June 12th. He thanked the students and the teachers for their efforts and he loves to see the positive feedback he receives all the time about how great the staff is doing.
- **Hanover High School:** Mr. Matthew Paquette noted there are a lot of great events and activities happening right now to honor the class of 2020. Signs were placed on the front lawn of Hanover High School with messages from Faculty as well as all the senior portraits set up in the order they will be sitting at graduation. Mr. Paquette noted he's received a lot of great feedback. There will be a senior exchange day next Tuesday, May 26th where seniors can come by to pick up the contents of their lockers, T-shirts and yearbooks as well as drop off anything that belongs to the school.

Mrs. Miller thanked all the Principals and noted that she completely understands that the warm weather will certainly be a challenge in keeping kids engaged.

Mrs. Lynch noted that Hanover is so lucky to have such outstanding Principals that are so sensitive and caring toward all their staff and students.

- **HHS Program of Studies** Presented by Mr. Matthew Paquette, Principal at HHS. This document in its entirety can be found on the Hanover Public Schools website. Mr. Paquette noted that working on this program for next year seemed surreal after everything that has transpired this year, but it was a nice way to put closure to this year. He noted that there were not many major changes and highlighted just a few of the minor changes:
 - A new Peer Leadership Course is being offered through the New England Anti-defamation League and is a training program. Hanover will be one of the few schools in the region participating in this program and it will be offered to 10th and 11th grade.
 - There have been several changes to our students' senior English experience. In the past, we only offered AP and Humanities; this seminar was only offered as a college preparatory course. With only these two choices, seniors had no option to take an Honors-Level course in English. So, we collapsed Senior Humanities, and are no longer offering this course; instead, we are offering 3 new English classes: Literature and Culture, A Reader's Journey, and Adventures in Time and Space. These 3 courses can be taken as either an honors level course, or a college preparatory course.
 - The name of the Mentorship program has been changed.
 - A physics course that is not so heavy on advanced math has been added to allow more kids to experience physics that may not have the math skills typically required.
 - Songwriting and Recording have been split into separate courses.

Mrs. Miller stated that she was excited for the change in physics.

Mrs. Corbo questioned if the Peer Leadership course was pass/fail? Mr. Paquette replied that is pass/fail as the curriculum was not theirs and he will share the grading rubric he received with the Committee.

Mrs. Lynch questioned if students have already chosen their courses for next year and if staffing levels are good. Mr. Paquette said yes.

Public Comment: None presented

The next School Committee meeting is scheduled for June 3, 2020 - Time TBD: *Class of 2020 College and Career Update, Budget Updates, ESY and Summer Plans, 2020-2021 Planning, Athletic Revolving Account Update*

Mrs. Lynch asked if meetings going forward would still be done virtually. Mrs. Miller replied yes.

Motion by Lynch to adjourn at 5:06pm. The motion was seconded by Booker. The motion carried unanimously.

Respectfully Submitted by:

Caitlin Potolicchio

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Executive Assistant/ Recording Secretary

Documents Used:

FY '20 Budget Update

Q3 FY '20 Revolving Account Update

Donations as of 5/20/20

HHS Program of Studies Update

Appendix A

Appendix B

Appendix C

Appendix D