

Hanover School Committee Meeting Minutes
June 9, 2021
Hybrid Meeting
7:00 PM

Present: Mrs. Leah Miller, Mrs. Ruth Lynch, Mrs. Libby Corbo, Mr. Pete Miraglia, and Mrs. Ryan Hall

Also Present: Matthew Ferron, Debbie St. Ives, Patricia Smith, Keith Guyette, Daniel Birolini, Jane DeGrenier, Michael Oates, Matthew Paquette, Matthew Plummer, Kelly Lawrence, Kate Sullivan, Diane King, Stephanie Murphy, Donna Hillary, Keri Morrison, Kelly Stukenborg, Jessica Busa

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

Public Comment: None

Approval of Minutes:

May 26, 2021: Motion entertained by Mrs. Miller to approve the May 26, 2021 *School Committee Minutes* as written. The motion was moved by Mrs. Lynch and seconded by Mrs. Corbo. The motion carried unanimously.

Note: The meeting does not follow the order of the agenda.

Report on Teaching and Learning

SEPAC-Literacy Working Group Presentation Presented by Kate Sullivan and Diane King: The two co-chairs from SEPAC provided an update. In the Spring of 2019, the SEPAC Board voted to establish a working group to address reading instruction in the Hanover Public School District (hereinafter District). Parents had raised concerns at SEPAC meetings regarding students with a diagnosed language-based learning disability as well as students suspected of having a language-based learning disability and their ability to access grade-level curriculum and adequately attain skills necessary to learn effectively. At the May 24, 2019, SEPAC Board meeting, the Literacy Working Group was formed. Soon after, a Steering Committee was established by a group of volunteers. Initially, the working group was intended to address reading instruction within the District, however, there were also concerns brought to the Steering Committee regarding writing instruction (written expression). Since reading and writing are interconnected and both fit under the umbrella of “literacy”, the Steering Committee thought it prudent and appropriate to incorporate written expression into the group’s work with the District. What follows represents the final report and recommendations of the Literacy Working Group as approved by the SEPAC Board on June 7, 2021.

Mrs. Sullivan and Mrs. King discussed the background and in detail the parent concerns and recommendations. The School Committee will be looking at recommendations in the report and speaking to the School Department about them. The presentation of the Hanover Special Education Parent Advisory Council (SEPAC) can be found by clicking the [link](#) to the June 9, 2021 School Committee meeting.

Questions:

Report of the Superintendent presented by Mr. Ferron:

COVID Health Update-Mrs. Patricia Smith: There have been no new school cases of COVID-19 in the past 18 days, and the last time we had a student in isolation or quarantine was 9 days ago. In the last two rounds of pooled testing, there were no positive pools and yesterday's pooled tests at Hanover High School and Cedar School were also negative. Today’s pools are pending. We provided a first dose of the Pfizer vaccine to 90 individuals at our clinic on May 27th, and many of them were our students. The second dose clinic is being held

on June 17th. The Department of Public Health reported last week that 57.87% of the population in this region is fully vaccinated. All of this information is promising for a great start to the 2021-2022 school year. On May 27th, DESE issued updates to the DESE COVID-19 Guidance that stated that the core mitigation strategies that district and schools have used all year will remain in place through the end of the school year, except for outdoor masking. Additionally, there will not be separate guidance for summer school and summer programs, and schools are encouraged to follow the health and safety guidance that is currently in place. DESE also issued guidance for planning for the 2021-2022 school year. We expect that all health and safety requirements to be lifted, including physical distancing requirements, but that certain elements will remain such as well-maintained ventilation, hand hygiene practices, and encouraging students and staff to remain home when sick. DESE may issue additional health and safety recommendations over the summer and we expect all guidelines and protocols will be subject to developments of a pandemic in this region. In terms of summer school and programs, we will be meeting with DESE consultants, the Board of Health, and the State Epidemiologist in the next couple of weeks to go over the current guidance that is in place and how to best move forward to interpret the guidance. This information is pending. It is important to understand the language that is evolving. We went from mandates and requirements to recommendations to encouragement. We need to look into that a little bit and see what that means. There is also guidance from the Governor with the mask advisory that pertains to healthcare settings, transportation, schools, and people indoors that have not been vaccinated.

Questions/Comments:

Mrs. Miller: Will we be putting out summer school guidance? Parents can expect that information.

Mrs. Smith: Yes, and we will interpret the guidance with the advice from the experts as we always do. We utilize the expertise of all of our advisors to come up with our school protocols.

Mrs. Hall: But currently, the guidance is in place for summer school?

Mrs. Smith: As of right now, we are encouraged to continue to follow the protocols that are in place currently which means masks on except for outdoors where there can be distancing.

Mrs. Miller: Encouraged is the language?

Mrs. Smith: Yes.

Mrs. Miller: It is important to put something out to parents who are signing up for the summer programs and camp.

Mrs. St. Ives: A letter was sent out to those signed up for the Summer Recovery Program, that stated as of this minute; "Masks will still be worn indoors and can come off outdoors." We will update you if the guidance changes.

Mr. Ferron: We have 400 kids signed up through grade 8 and the high school is working on their credit recovery list. The high school is a much smaller list and every kid needs something different.

Mrs. Miller: If someone has a question about the summer program we are offering, they should contact the building Principal?

Mrs. St. Ives: They would contact Andrea Hurley. She is the Director of the program. We are almost done interviewing and placing all students who were enrolled by June 4. We are going to have seventeen classes at the middle school. We have one class left that we have to match a teacher with but we have a couple of options. Once all the classes are matched with a teacher, they will be handed to Andrea. She will be able to answer any questions. A health form with the confirmation went out today. A couple of people had trouble with the link but it

is up and working now. You can go back into the confirmation, click on the link and you can fill out the health form. We have started a waitlist. We are hoping to be able to get those students in.

Ratification of Collective Bargaining Agreement with the HTA – Mr. Ferron/Dr. Raab: We have been negotiating with the Hanover Teacher's Association for a new three-year collective bargaining agreement. The meetings have been going on for a couple of months. Both parties came to the table, looking for a solution and something fair. We have a good Memorandum of Agreement for updating the overall *collective bargaining agreement*. The HTA had overwhelmingly ratified the new proposal last week. Now it is time for the Committee to take a ratification vote. The Committee has had time to review this as well. We will quickly go through what this MOA says. Mr. Ferron to walk through the provisions and Dr. Raab will walk through the money part.

- Language added to clarify prep time so there is prep time every day specifically at the elementary level.
- Start of the school year (not effective this year). This will take effect in September 2022. To be consistent going forward, the teacher will report the Wednesday and Thursday before Labor Day. All students will report the Tuesday after Labor Day always. There will be fewer professional development days during the school year.
- Mutually agreeable changes were made to family leave at Mr. Ferron's discretion. Currently, the contract gives five family sick days and that has never worked. Mr. Ferron can allow more time, if necessary, by using their sick time.
- A couple of more days for those who are adopting children and a couple of more days for paternity/maternity leave without giving birth. This was increased from seven days to ten days.
- A Health and Safety Committee will be asking for a School Committee volunteer and be appointed to this committee. It is a joint committee between the Administration and the Association to talk about health and safety issues including building environmental issues.
- A Joint Management Committee was formed on a pilot program for Department Heads at the Middle and High schools. The Committee is already underway. We have candidates for all those positions. There will be interviews in the next few days. We will be able to appoint those people early next week.
- A couple of housekeeping items that are related to changes to State and Federal law that both parties agreed to and the lawyers worked out.
- In terms of the wage package, we settle on a contract that is similar to the current contract. In year one, it is a 2.25% cost of living adjustment for an across-the-board increase for FY '22 which is consistent with what we budgeted for the FY '22 budget. In FY'23, there is a 2.75% cola and for FY '24 1.5% for the first 90 days, and on day 91 there will be an additional 1.5%. It is a way to slowly increase the contract. Overall, an 8% increase over three years with a split in year three.
- The opportunity for a stipend of \$500 to our longest veteran teachers. For teachers in a category in the contract where they work twenty-five or thirty years or more in Hanover in year three, they will receive a one-time stipend of \$500 so we can recognize their longevity. This is brand new to the contract.
- The only other salary issue that we added was at the end. One of the appendices lists the salaries for coaches and extracurricular activities and we are always looking at these salaries every time the contract is open. The teachers who teach in our ESY program over the summer currently earn \$35.00 per hour; their salaries have not changed in several years. It was time to codify some of that information. We codified those teachers who teach in that program and they will now earn \$40 per hour: whether they are an occupational therapist, physical therapist, or special education teacher. To do a psychological evaluation over the summer because it cannot be done during the school year, we set a flat fee of \$1200. It is a way to make it clear to teachers who apply for this position over the summer what they will be earning.

Mrs. Miller thanked our bargaining team, Mr. John Geary, Mrs. Ruth Lynch, our Administrators, and our attorney, Mrs. Rebecca Bryant. Also, thank you to the HTA, their team, and Ann Coates, HTA President, for joining us in the bargaining. Mr. Ferron added that Mrs. Coates' tenure is coming to an end. She is looking forward to the next chapter in her life outside of being President.

Questions/Comments:

Ms. Corbo: Is there an expiration date for the MOA's that we have negotiated in the past with the HTA; particularly, the ones regarding to health and safety and transitioning back into school?

Mr. Ferron: That will be at the end of this year.

Motion entertained by Mrs. Miller to approve the *Memorandum of Agreement* as written for July 1, 2021. The motion was moved by Mrs. Lynch and seconded by Mrs. Corbo. The motion carried unanimously.

HPS SC Policy-ADDA Criminal Background Checks presented by Mr. Ferron:

The committee is asked to take a vote on a policy change related to our Criminal Offender Record Information Policy or the CORI Policy. We are adding the Sex Offender Registry Information or the SORI check for all of our new employees. We currently do a CORI check and fingerprints. The town does not have a fingerprint requirement which is school specific. Fingerprinting catches everything in the United States. A CORI catches everything in MA. The SORI is universal. The town does SORI checks and we have access to do SORI checks. It does not cost us anything. It is no more work for our staff. To be consistent with the town and to add one more layer of confidence and coverage, we are adding SORI to the CORI policy. We are asking for the committee to vote the policy change to make it consistent with the town.

Questions: None presented

Motion entertained by Mrs. Miller to approve the Hanover Public School - School Committee Policy – ADDA Criminal Background Checks as written. The motion was moved by Mrs. Lynch and seconded by Mrs. Corbo. The vote carried unanimously.

Committee Reorganization-Mrs. Miller turned the meeting over to Mr. Ferron in order to facilitate the annual reorganization portion of the meeting.

- *School Committee Chairperson*- Motion by Lynch to nominate Leah Miller as Chairperson of the Committee. The motion was seconded by Miraglia. Libby Corbo expressed interest in being Chairperson. The School Committee discussed why Leah Miller was nominated again.
Roll Call Vote: Pete Miraglia - Aye, Ruth Miller - Aye, Leah Miller - Aye, Libby Corbo - Nay, and Ryan Miller - Nay. The motion carried with a majority vote with opposition by Mrs. Corbo and Mrs. Ryan. School Committee Chairperson passes with the majority vote. Mr. Ferron turned the meeting over to Chairperson Miller.
- *School Committee Vice Chairperson*-Motion by Corbo to nominate Pete Miraglia as Vice Chair. Ruth Lynch seconded the motion.
Roll Call Vote: Pete Miraglia, Aye, Ruth Lynch, Aye, Leah Miller Aye, Libby Corby, Aye, and Ryan Hall, Aye. The vote carried unanimously.
- **Committee Appointments**-Mr. Ferron facilitated the following Committee assignments and advised the Chairperson on required votes and procedures.
 - *Budget Sub Committee Reauthorization*-Motion by Miraglia to reauthorize the Budget Subcommittee. The motion was seconded by Corbo. The vote carried unanimously.
 - *Representative to the North River Collaborative Reauthorization*-Motion by Miraglia to reauthorize Matt Ferron as Representative. The motion was seconded by Corbo. The vote carried unanimously.
 - *School Committee Representative for Sick Leave Bank*- Motion by Miraglia to nominate Ruth Lynch as representative. The motion was seconded by Corbo. The vote carried unanimously
 - *Committee Access and Media Board* - On hold.

- *Budget Subcommittee Chairperson* - Leah Miller, as Chairperson, will serve as ex-officio member. Second member of committee is required. Motion by Corbo to nominate Pete Miraglia. The motion was seconded by Lynch. The vote carried unanimously.
- *Health and Safety (SC Rep as needed) NEW* - Motion by Lynch to nominate Libby Corbo as representative. The motion was seconded by Miraglia. The vote carried unanimously.
- *COVID Recovery Liaison to the Leadership Team NEW* - Motion by Miraglia to nominate Ryan Hall as representative. The motion was seconded by Lynch. The vote carried unanimously.
- *School Committee Liaison to the SEPAC* - Motion by Corbo to nominate Ryan Hall. The motion was seconded by Corbo. The vote carried unanimously.

Report of Finance Department presented by Dr. Raab:

FY '22 Budget Update – In terms of what happens to the budget now that we ratified the teachers' contract. We had to embed funds for the COLA in the contract. Over the summer time, we will calculate the 2.5% increase for all of the teachers and redistribute those funds through-out the budget. In September when we vote on the budget transfers, those will be included. The transfers will be more extensive than in the past.

FY '21 Closeout - Dr. Raab review the [FY '21 Final Closeout Report](#). As we wind down the 2020-2021 school year, I wanted to provide the School Committee with a preliminary understanding of how our operating budget is trending. By the time of our next meeting on June 23, 2021, I'll be able to provide a final closeout report. This year has presented many unforeseen challenges and we are grateful for all of the support from the federal and state grants as well as support from the Town of Hanover at Town Meeting. It was necessary to have all of these avenues of funding to end the year strong and provide a comprehensive and safe education for all of our students. The chart is a brief summary of our operating budget to date which will be followed by final numbers in two weeks. The numbers for the Special Town Meeting Article and Circuit Breaker are estimated and may change over the next two weeks. During that time, I will be making sure we've maximized all federal and state funding opportunities and am reviewing the revolving accounts to be sure they are positioned well for the beginning of the FY 2022 fiscal year. Using \$151,560.91 of Circuit Breaker funding leaves \$23,000 in funding available for any Special Education tuition bills that we receive in July but, in fact, are a June 2021 liability. All of these calculations are consistent with budget projections throughout the pandemic. On June 23, 2021, I can also provide the School Committee with closeout numbers for our revolving accounts. Please do not hesitate to contact Dr. Raab if you have any questions.

Donations - Dr. Raab reviewed the list of donations that was provided to the School Committee, Appendix C.

Motion by Miraglia to approve the donations as presented this evening in the amount of \$22,119.22. The motion was seconded by Corbo. The vote carried unanimously.

Action Items: None

The next School Committee meeting is scheduled for June 23, 2021. Expected agenda items will be COVID Health update, Fiscal FY '22 budget update, FY '21 budget final closeout report, Student Handbooks, HPTA financial report update, Quebec Field Trip

Motion by Miraglia to adjourn the open session at 9:30 PM. The motion was seconded by Corbo. The motion carried unanimously.

Respectfully Submitted by:

Tahnee Warner

Tahnee Warner
Executive Assistant/ Recording Secretary