

Hanover School Committee Meeting Minutes
November 3, 2021
Hybrid Meeting
Hanover High School-Media Center
7:00 PM

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

Present late: Mr. Miraglia arrived at 7:22pm.

Also Present: Matthew Ferron, Debbie St. Ives, Michael Oates, Patricia Smith, Daniel Birolini, Jane DeGrenier, Garry Pelletier, Matthew Mattos, Mike Perrone, Sarah Kelser, Colleen Jones, Michelle Ireland, Stacey DeCotis, Michael Wade

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

Public Comment on Agenda Items:

Public Comment was given by residents Leslie Molyneaux - 23 Water Street, and Julia Leone - 106 Dillingham Way. Each resident expressed their concern with the *Public Comment* on the agenda and to have the microphone volume turned up. Please refer to the Hanover Public Schools website for the [November 3, 2021](#), School Committee meeting for more detail.

The School Committee agreed that it would make sense to put public comment towards the end of the agenda. They will look at other communities to see where other School Committee's put their public comment.

Approval of Minutes:

October 13, 2021: Motion entertained by Mrs. Miller to approve the October 13, 2021; *School Committee Minutes* as written. The motion was moved by Mrs. Lynch and seconded by Mrs. Corbo. Ruth abstained. The motion carried unanimously.

Report of the Superintendent:

- **Superintendent's Goals for 2021-2022:** The original draft was presented for review at the November 3, 2021, School Committee meeting.
 - Goal 1: District Improvement – Literacy. Goal Summary: Under the leadership of the Assistant Superintendent for Curriculum and Instruction, we will learn, prepare, evaluate, select, finance, and implement a science-based literacy program in kindergarten through grade 8 continuing to strengthen overall programming, instructional practices, and student outcomes.
 - Update: The CARES fund will be able to be used for this initiative. See the CARES Funding for Literacy Program below.
 - Goal 2: District Improvement – Special Education Program Evaluation and Student Intervention Teams. Goal Summary: To engage the school community in a comprehensive program review of the district's special education programs and services. To evaluate and improve the Student Intervention Team (SIT) process.
 - Update: The biggest change was under the Parent Support Network in making sure the focus is narrowed down to the two transitions in the early elementary from Pre-K to Kindergarten and grade 1 to grade 2. As well as support for those who are new to the process of an IEP. Finally, we made some changes towards the focus of the intake form for a parent to be able to reach out for support.

- Goal 3: (New) Development and Approval of District Mission Statement. Goal Summary: To develop and roll out a current and relevant Mission statement for the Hanover Public Schools. This process will be led by Russ Wilson (Center Assistant Principal), Ellen McLaughlin (Cedar Assistant Principal), and Terry Langton (K-12 Director of Health and Wellness/Cedar Teacher). The project will culminate with the School Committee's approval of a new Mission statement in the spring of 2022.
 - Update: We received feedback from the Committee over the years and now the time is right. One of the first goals is to have a community feedback survey go out to recruit community members to participate in this process. This work will be done throughout the year and have the Mission Statement ready for the School Committee approval by the end of the year.
- Goal 4: Evaluation of Department Head Model at HMS and HHS. Goal Summary: To evaluate the Department Head model (current pilot program) at HHS and HMS to determine the effectiveness of instructional leadership and support, as well as to determine budgetary sustainability and the overall value of these positions to our academic growth and success.
 - Update: We are piloting a department head model for each of our disciplines at both the middle and high schools. Part of this goal is to make sure the money is well spent and the outcomes are as intended.
- Goal 5: Pandemic Management: Keep Schools Open for the Duration of the School Year. Goal Summary: To keep schools open at all times and to leverage every option for testing to ensure as many students and staff as possible safely attend school each day.
 - Update: No changes to goal 5.
- The merchandising goal has been moved to Mrs. Lawrence and Mr. Hutchison.

Mr. Ferron apologized to the community members who are in person at the meeting about the amplification of the microphones not working properly in the media center. The issue will be looked into further.

Questions/Comments:

Mrs. Corbo wanted to know if it was possible to front some of the costs or wrap them into any program purchase in December? Mrs. St. Ives noted that over the past several years, the Professional Development is part of the package when you purchase the program so it will be rolled into that.

Mrs. Lynch commented on how she appreciates the revision of the goals. The goals are now more comprehensive throughout the whole district. It hits on several different aspects of our district. Mrs. St. Ives explained how they came up with District-Wide Department Heads.

All of those educators were together for a day Professional Development yesterday.

Mrs. Hall asked if one of the goals was to have a more defined role of these department heads? Mr. Ferron responded that we need the time to see what works and where it works.

Mr. Miraglia shared that the goals are quite ambitious and wanted to thank Mr. Ferron and Mrs. St. Ives for going through these goals one by one with him. He loves that we are taking a look at special education from top to bottom on where we can improve and by adding more services for our young learners. He endorses these goals.

Mrs. Miller agreed and thanked the teachers for taking them all on with the timelines. The teachers are going to pilot the programs. Mrs. St. Ives noted the timeline was reviewed with the staff yesterday and was impressed by how they stepped up as there is a lot that needs to be done at once. Mr. Ferron shared how important that these goals are and that they are going to impact everyone. He thanked our teachers for their support.

Mrs. Corbo asked about the winter goal of evaluating the current state of the curriculum documentation in each department and wanted to know if the School Committee will get a report on that. Mrs. St. Ives stated that this is some of the work that the Department Heads addressed yesterday and will try to put the work into a template.

This template should be similar from middle to high school as to where we are and where we need to improve. The Department Heads need more time but they will report out to the Committee periodically.

Mrs. Hall ask about the forward-facing document and wanted to know if that would have the State standards on it? Mrs. St. Ives responded yes but we have not finalized the document yet.

Mrs. Lynch commented on the phenomenal amount of work this is and is in no rush to see it. She believes the message should be given that they have time to make sure it is right and meaningful and should not be rushed. Mrs. Lynch thinks that next year each Department Head can come to a meeting and discuss what is going on in their departments. Mrs. St. Ives agrees that they can come to the School Committee meetings in phases.

Motion by Miraglia to approve the *Superintendents Goals for 2021-2022 School Year* as written. The motion was seconded by Lynch. The vote carried unanimously.

- **CARES Funding for Literacy Program presented by Mr. Matthew Ferron:** Agenda item discussed out of order. Since our last meeting, we have learned that it is not necessarily true that we can use ARPA funds for recovery. In speaking with the Town Manager and Ad Comm, we have the opportunity to use CARES Funding. Our CARES cap in Plymouth County was lifted by a little over \$400,000 which is additional funding that can be used for academic recovery. This is our target for funding this initiative. We believe we have secured the Town Manager's approval. Mrs. St. Ives and her team will now go to work to make sure we pick a program that meets all the needs of this goal and our objectives. The one change is that the CARES funding has to be spent by December 31, 2021, and everything else remains the same. Mr. Ferron will make adjustments to this goal.
- **FY '23 Budget Timeline:** Mr. Ferron and Mr. Perrone were at the Ad Comm meeting discussing the Capital Budget. The timeline is the same as has been done every year. The work will be done in November and December with the administrators. A draft budget 1.0 will be presented to the School Committee in mid-January. At the School Committee meetings on February 2 and February 16, budget 2.0 and 3.0 will be presented, so a vote can be made at one of the School Committee meetings in March. The non-discretionary expenses, personnel expenses, and software licenses will roll forward. The work that is being done with these goals is going to drive the need for next year. The personnel set up will need to be looked at especially in the area of special education, specialized education, school psychologists, and counseling staff. We are experiencing stresses and pressures that we have not had before. The workforce in the pool of candidates for these positions is slim. Anyone interested should reach out to Mr. Perrone.
- **HTA MOA Ratification:** At this time the HTA MOA Ratification needs to be tabled. A few things need to be finalized for next week. The HTA President Mrs. Pollock has been notified that we are unable to ratify the HTA MOA at this time. Mr. Ferron will be in touch with the School District Council by the end of the week and will give the Committee an update.

Report of Finance Department presented by Mr. Matthew Ferron:

- **FY '23 Capital Budget Update:** Mr. Perron and Mr. Ferron had a quick meeting with Ad Comm. A lot of items on the Capital plan are not done at the school level. You can view the [FY 23 Town Capital Plan](#) in full on the Hanover School Committee website. This is completely different than we have done before because we are juggling different kinds of federal funding with CARES and ARPA. CARES Funding is wide open and comes through the county and ARPA Funding is a little more limited towards infrastructure-type projects. The possibility is there that ARPA Funding might become a little more flexible but we do not know. Below is a brief list of the big-ticket items that the Committee needs to be aware of and that the Town Manager is working on with Ad Comm to navigate a spending plan:
 - Parking lot at the Cedar and the Middle School. Each project is approximately \$500,000 each.

- Cedar Vestibule Project. Additional funding using ARPA money will be used to supplement the project. The project is estimated to be approximately \$300,000.
- Roof top ventilation.
- HVAC this year using CARES Funding.
- Installation removal of asbestos coverings.
- Replacing and upgrading the High School track and turf field. This is approximately a \$2,000,000 package of repairs and upgrades. It is a High School field but it also is a community resource.
- Carpet in the High School auditorium.
- Potential upgrade of the generator in the High School.
- Increased filtration for school drinking fountains throughout the district using ARPA Funds. It is approximately \$45,000.

Questions/Comments:

Mrs. Lynch inquired about the age of the turf field. Mr. Ferron responded that the turf field is as old as the High School. It is approximately eleven to twelve years old. The life expectancy is around ten years. We are beyond that.

Report on Teaching and Learning:

- ***Anti-bias Leadership Team Presentation:*** Mrs. St. Ives introduced the Anti-bias Leadership Team. You can see the full [Anti-bias Leadership Presentation](#) on the Hanover School Committee website.
- The team is comprised of Sarah Kelser, Cedar School Psychologist, Colleen Jones, Occupational Therapist, Stacey DeCotis, Middle School ELA Teacher, Shelley Ireland, Middle School Wellness Teacher, and Michael Wade, High School Music Teacher. Stephen Haggerty is here with us as well. He is here in support of one of the programs that Mr. Wade is going to speak about. The two of them co-teach this program.

Questions/Comments:

Mrs. Corbo was wondering about the Peer Leadership Program at the high school and how you found the students to participate in that program. Mr. Wade responded that the way it happened this year is different than it normally had been done in the past. Mr. Wade and Mr. Haggerty were trained over the summer. During the training, it was discussed how we would put the program together and what was recommended on how to recruit students. It was recommended to put out a survey or have students apply and select students that way. This year the students either signed up or were placed in the class. Going forward, they hope to have more people engaged and find out what the course is beforehand and then apply for it. We will then select them through that process. Mrs. Corbo asked if this was the first year the program was run. Mr. Wade verified this is the first year.

Mr. Miraglia asked if World of Difference could be explained as he is not familiar with it. Mr. Wade explained it is a program being offered through the Anti-defamation league. It exists in several school districts around New England with over a hundred districts and over two thousand students participating. It is a training program to get students more involved at the school level with their peers by promoting equity, inclusion, and creating spaces where students feel accepted. Mrs. St. Ives added that a lot of these opportunities that we are taking part in are because this group has been doing this work for several years.

Mrs. Lynch commends them for taking on this challenge. It is hard for our Hanover students to understand the diversity that exists in the world.

Mrs. Miller asked if there is a packet of information that will go out to the parents or that the parents could access about raising multicultural children? Mrs. Kelser noted that a little information went out in the Cedar newsletter about what RMK is and to be on the lookout for more information. There will also be information sent home to families. The readers will be coming in next week for the first time. Mrs. Miller also inquired about World of

Difference and if the information went out on that as well since they had to sign up for the class. Mr. Wade answered there will be more information coming up for a session in the Spring or next Fall for parents and the community. The information went out at the beginning of the school year.

Mrs. Lynch is asked if there has been any pushback from parents and Mr. Wade responded there was none.

Mrs. St. Ives commented that it is a pilot program and voluntary for the kids that were interested. They are the ones that are in the program. Traditionally, the ADL would come and speak to the juniors and seniors and answer questions then something would be communicated to the parents. This year it had to be done differently so the class is a little smaller. We are ok with this. In trying to launch this and get Mr. Hagerty and Mr. Wade trained, we knew the first year would have some modifications and adjustments. The Cedar program is the same group that participated in the voluntary book program. We sent it to both Center and Cedar last year where parents could sign on at 6:30 pm and 7:30 pm and listen to different stories. This is the same group.

Mrs. Miller reminded everyone that if they have any questions to reach out to Mr. Ferron or any School Committee member.

The next School Committee meeting is scheduled for November 17, 2021, at 7:00 PM at Hanover High School. Expected agenda items will be: to be determined.

Motion by Miraglia to adjourn the open session at 8:28 pm. The motion was seconded by Lynch. The motion carried unanimously.

Respectfully Submitted by:

Tahnee Warner

Tahnee Warner
Executive Assistant/ Recording Secretary