

Hanover School Committee Meeting Minutes
September 28, 2022 7:00 PM
In-Person and Virtual Meeting
Hanover High School; Media Center

Present: Mrs. Libby Corbo, Mrs. Ryan Hall, Mrs. Ruth Lynch, and Mrs. Kristen Cervantes

Absent: Mr. Pete Miraglia

Also Present: Matt Ferron, Debbie St. Ives, Michael Oates, Mike Perrone, Kaitlin Morelli, Kelly Lawrence, Matt Mattos, Dan Birolini, Jane DeGrenier, Jesse Craddock, Matthew Plummer, Aaron DiGaudio

Call to Order: Meeting was called to order at 7:01 PM by Chair Corbo.

Pledge of Allegiance

Public Comment:

Public Comment was given by residents: Lisa Adams-191 Broadway and Madison Carroll-91 King Street. Residents expressed their concern and questions on different issues. Please refer to the Hanover Public Schools website for the [September 28, 2022 School Committee Meeting](#) for more detail.

Mrs. Corbo address that every school library has an online database that anyone can access at any time. If there is a concern, you have access to search the books you have concerns about it.

Mrs. Corbo would like you to address any concerns that you have about the health curriculum to the Administration. I think you will find that the concepts referenced in those graphics are still taught, even if the graphics are not available.

Approval of Minutes:

September 14, 2022: *September 14, 2022 School Committee Open Session Minutes* were tabled until the October 14, 2022 meeting.

REPORT OF THE SUPERINTENDENT:

- **School Events and Updates presented by the Principals:**

Cedar Elementary-Mr. Jesse Craddock: Curriculum Night at Cedar School was a tremendous success. Parents were eager to have the chance of touring the building and getting an opportunity to preview the daily routines and expectations in their child's classroom. Parents were engaged in fun activities in the classroom that were closely connected to their child's learning. The Cedar staff has hit the ground running with the new Wonders Literacy program. Teachers and students are enjoying the lessons, and have been highly engaged in the new material. At the start of the school year, the Preschool staff was able to participate in EarlyBird training. These staff members are excited to start the program. This particular screener will provide great insight on how best to help support our youngest learners at Cedar. PLC meetings in the building have consisted of discussions around best instructional practices, planning, and previewing Wonders lessons. The month of October is busy for Cedar students and staff. The Cedar book fair will take place during the week of October 24 - October 28. Cedar will also be hosting Ryan Haack, a keynote speaker who will be joining the school during Inclusion Week in the district. Additionally, the school will be introducing a new event called the Pumpkin Stroll which will be held towards the end of the month

Center Elementary-Mrs. Jane DeGrenier: Cedar has added new staff including teachers, a reading specialist, a music teacher, tutors, and support staff. Welcoming into the school community is

Chrisann Merrick who joined Cedar and Center in the guidance position. On day one, there was an opening staff meeting and a luncheon was served by the PTA. The meeting was kicked off with the Vision and Mission statement. It was overwhelming how the staff has taken to the Mission statement and embedded it into their daily language, morning announcements, and displays throughout the building. The faculty is truly "Soaring" by incorporating the new Mission and Vision statement into their students' day. At the staff meeting, the big three, WONDERS, Special Education, and Communication A.L.I.C.E. were the topics on the agenda. Over one hundred and fifty students were recognized in math so far. A community meeting was held in September on bullying and two safety drills with the students for a fire drill and A.L.I.C.E. training have been completed. The staff had two WONDER PD sessions and have started their iReady and Dibels assessments. A great curriculum night was planned and very well attended by families. Mrs. DeGrenier shared a few shout-outs. Chorus began this week and will encompass all grades this year. The first chorus rehearsal was held yesterday for grade 3 and Mrs. Wilson is rehearsing with all grades for Veteran's Day. Thanks to Grade 4 teachers for their 'Soaring Hawks' lining the grade 4 hallway. Special Ed staff have done some tremendous work connecting with families since the first week of school and services began on day two. There has been some great feedback from families about the communication they are getting this year. Thanks to Mrs. Monahan for the staff and student recognition display outside of the cafeteria and all of the picture boards. Thanks to Mrs. Cass for the beautiful 'Sunflower' garden that the students created in the art hallway and for putting some of her personal artwork on loan in the conference rooms.

Middle School-Mr. Dan Birolini: HMS is off to a great start and had wonderful and productive first days with staff. The 5th graders transitioned to Middle School as well. Expectation meetings have begun with students focusing on the HPS Mission and Vision as well as going from "good to great." Teachers had two fantastic curriculum nights with all positive feedback from parents and guardians. Last week was capped off with an amazing spirit day (7th graders took home the grade level spirit award) followed by two wonderful socials. Mr. Birolini thanked the HMS staff for their hard work and preparation to make Friday such a special day for the students. Coming up there are some awesome Middle School experiences. Preparations have begun for Inclusive Schools Week and Harvest Fest. Also, on October 7th graders will be going off to Tree Top Adventures and in November 8th graders are going to Boda Borg which is a wonderful opportunity in Boston that focuses on higher-level thinking, teamwork, and problem-solving. Later this evening your support will be asked for the 8th-grade trip. He thanked the talented teachers and the impressive and respectful young people for a great start to the school year.

High School-Mr. Matthew Mattos: Hawk Nation is soaring along. He thanked everyone who participated in the NEASC survey. Mr. Mattos shared some faculty recognitions. During the 1st week of summer vacation Ms. Emilene Dhomee, a French teacher at HHS, attended the Massachusetts Foreign Language Association Proficiency Academy (MAFLA) and brought back some amazing educational experiences for the students. We commend her for participating in this Proficiency Academy which will certainly enhance our student's ability to learn more about French culture and become more fluent in French. Thank you, Ms. Dhomee. Recently, our very own K-12 Department Head for Fine & Performing Arts, as well as being our acclaimed Director of Instrumental Music, Mr. Matthew Harden, was elected by his peers to the position of "President-Elect" of the Massachusetts Music Educators Association (MMEA) Southeastern District and will represent our region as President for the next two years. Congratulations Mr. Harden! He, Mr. Michael Wade, Mr. Colin Fahey, and our HHS Drama Club will be performing the musical "13" on November 18th, 19th, and 20th. This past summer an HHS student sent an email inquiring about the possibility of starting an esports program at Hanover High School. Esports has been supported by the MIA. Knowing that esports is the newest rage amongst high school students, Athletic Director Scott Hutchison and Curriculum Director Matthew Plummer were already looking into this venture last school year. This student's request was quickly approved as it is in-line with the high school beliefs: "A Connected Student is a Better Student." Meaning a variety of multiple clubs and organizations for students to choose to participate in at HHS is important. The student was also informed that all clubs and organizations must have a faculty advisor, but this student did not have one, so a message went out to staff and English teacher Steve Henderson immediately jumped on board to advise the club. Mr. Henderson has immersed himself in the esports world, connected with the MIAA, held meetings with a group of interested students, contacted Uptime ESports business right here in Hanover, compiled a

list of schools that have esports teams so that we can set up Invitational Games with them, and held a bake sale. All this in just two weeks. Thank you, Mr. Henderson, for helping out Ryan Murphy in getting our esports club off the ground! The high school was recently informed by Peter Serino, of the MSSADA District 9 Athletic Directors Association, that Scott Hutchison, better known as Hutch to everyone in Hanover, has been nominated as the District 9 Athletic Director of the Year nominee for our area. Hutch will now be considered amongst several other Athletic Directors in the state for the Massachusetts Athletic Director of the Year award for 2022. We all wish Hutch the best of luck with this endeavor and we all truly appreciate what he does for the student-athletes in our community. Congratulations Hutch! A huge thank you to Dr. Susan Egan, school psychologist at Hanover High School for her efforts last school year filling in as the interim Special Education Administrator at HHS. Dr. Egan did an amazing job working in both capacities last year and we are thankful that she helped to carry Hanover High School through the year, we banked on her knowledge of Special Education laws and procedures and her stabilizing presence, and she needs to be acknowledged for her efforts last year. Thank you, Dr. Egan! Curriculum night is September 29th from 6:00 – 8:00 PM and staff will be on hand to meet the parents. It is a big sports day on Friday, so the halls will be filled with Hawk Pride. Lastly, Superintendent Ferron assisted Mr. Mattos in handing out the Hawk Nation Positive Referral Pride Stripes bracelets today. Students earn these wings with a positive referral and get acknowledged in their classrooms.

Questions/Comments:

Mrs. Lynch noted that she has been invited to Center School to see all the school displays Mrs. DeGrenier described in her update.

Mrs. Cervantes thinks the communication that has been sent out at the beginning of the year is fabulous. Thankful for that and the community has been asking for.

- **SEPAC Update presented by Mr. Michael Oates and Mrs. Ryan Hall:**

Mrs. Hall presented her update. SEPAC had its first board meeting Friday, September 23rd, and Mrs. King is the new SEPAC chair for the school year 2022-2023. New board members were introduced, as well as, some new positions that they are including this year, which are representatives at each building. SEPAC would like to share updates with the School Committee twice rather than once at the end of the school year. They would like to be on a January agenda. Mr. Oates updated SEPAC on Friday on closing the loop to the Literacy Working Group's final report presented in June of 2021 with their concerns and recommendations. Mr. Oates addressed two outstanding concerns; the tracking of missed services, as well as a consistent writing program for all students. The district is addressing these concerns regarding the tracking of missed services with a formal system that is being put into place by Mr. Brian Converse to keep track of this information. Staff will communicate with families when necessary. Mr. Oates also shared that we are addressing the concern regarding the lack of a consistent writing program for students in the district with the purchase and implementation of the new literacy program, which includes tier one and tier two resources for writing instruction. This is being supplemented and supported with the continuous collaboration of the MHG Well program and the training of all special education staff in "Framing Your Thoughts". Some upcoming events SEPAC will be hosting "Meet the Administrators" night on October 6th at the High School and the "Virtual Office Hours" held on Wednesdays from 9:00 - 10:00 AM for any parent looking for guidance, support, or an answer to a question.

Mr. Oates echoed some of the sentiments that Mrs. Hall shared. The first meeting was this past week and there are five more this year. They are held on Friday mornings via zoom. The next meeting is on November 4th. These dates are on the website and a message will go out to families. At the first meeting, SEPAC shared its plans. They are trying to have speakers and events in-between each meeting. One of the things also emphasized in the meeting is many teachers are parents of children in the HPS. This year we are going to try to work together to get the news out about these events and encourage our staff and their families to attend. SEPAC does a good job of partnering with other Districts and they are continuing to look for additional partnerships as well. Upcoming training for our teachers was also discussed. Another thing discussed was Inclusive Schools Week, October 17

through October 21, which is a great opportunity to share some of the things going on in each of the schools.

Questions/Comments:

Mrs. Corbo and Mrs. Lynch support the idea of having SEPAC give an update at a January meeting.

REPORT OF FINANCE DEPARTMENT:

- **Student Activity Account Authorization/Reauthorizations presented by Mr. Michael Perrone:**

A comprehensive list of all Student Activity Accounts in each building has been emailed and posted for your review, consideration, and vote. Each year, the School Committee is required to reauthorize all of the accounts. The accounts highlighted in green have been added post COVID-19 and the red highlighted accounts are activities that are no longer active.

Principal Daniel Birolini is presenting a new activity account, HMS Art Club. The details for the proposed new club were included with the Student Activity Accounts list. A vote is respectfully requested to approve adding the HMS Art Club to the Middle School Student Activities Account and action to reauthorize all of the existing Student Activity Accounts.

Questions/Comments:

Mrs. Lynch asked if any graduating class has money left over in their account. Mr. Perrone replied yes. Mrs. Lynch continued by asking what happens with the leftover money. Mr. Perrone responded there has been a struggle this past year. Each class should have some funds at the end of the year. This account gets closed and the President and Treasurer open an account with their bank in their names. They can use the account for a future reunion, etc. However, some have not been closed, for example, the class of 2021. We are working with the bank on this one.

Mrs. Corbo asked why the *Credit for Life* is marked as new request, since it has been in operation for some time. Mr. Perrone responded that during COVID-19, there was a year we didn't have many students activity accounts; so, we didn't do anything in terms of authorization or reauthorization. You haven't seen *Credit for Life* for about two years; it's just the first time you've seen it in a re-authorization which is why we kept it green.

Motion entertained by Mrs. Corbo to approve the authorization of the *HMS Art Club and reauthorization of the existing Student Activity Accounts* as detailed in the memo dated September 28, 2022. The motion was moved by Mrs. Hall and seconded by Mrs. Cervantes. Roll call vote Ryan Hall-Aye, Elizabeth Corbo-Aye, Kristen Cervantes-Aye, and Ruth Lynch-Aye. The motion carried unanimously.

Report on Teaching and Learning:

- **Superintendent Goals for 2022-2023 Draft 2.0 presented by Mr. Matt Ferron, Mrs. Debbie St. Ives, Mr. Michael Oates, Ms. Kaitlin Morelli, Mr. Perrone, and Mr. Plummer:**

This [document](#) can be found in its entirety on the Hanover Schools website. The following are the changes made to the Draft 1.0 requested during the prior School Committee meeting:

- Goal 1: District Improvement/To Increase Student Outcomes in the Area of Literacy
 - Key Actions (Winter 2022 – 2023)

- During winter data meetings, analyze student assessment data from formative and standardized assessments including iReady, Dibels, and grade level benchmarks to identify trends and provide support at both the classroom and student level.
 - In collaboration with the School Committee, the Assistant Superintendent will establish an agreed-upon baseline data set (e.g. 2019 MCAS) for the purpose of measuring progress in 2024 and forward.
 - Provide a progress report for the School Committee following winter data meetings that includes updates on teacher training.
- Key Actions (Spring 2023)
 - To measure success, we will evaluate and measure the percentage of growth in ELA using standardized assessments (iReady) over the course of this school year vs. the percentage of growth during previous school years.
- Goal 2: District Improvement/To Improve Outcomes for Students Receiving Special Services
 - Key Actions (Spring 2023)
 - To measure success, the District will first establish a baseline ratio based upon the total number of IEPs and the number of rejected IEPs from FY22. The data will be compared to the ratio of rejected IEPs each year over the next three years (FY '24-'26) with an expectation that the percentage of rejected IEPs will decline annually.
- Goal 3: District Improvement/Redesign of Budget and Personnel Management Systems
 - Key Actions (Summer/Fall 2022)
 - FACE: Testing will begin in October on a new payment portal that affords families more options for paying for merchandise, before/after care services, enrichment/summer fees, allows for VISA, supports viewing a history of payments, and allows for real-time refunds.
 - To measure success, the process for utilizing digital PO process and system requirements will be fully functional and staff members using the system will be fully trained and producing timely and accurate invoices/payments.
 - Key Actions (Winter/Spring 2022 – 2023)
 - FACE: All families will have portal access and accounts set-up information in early 2023. Evaluation and testing will begin to expand the portal to include paying athletic fees, ticket purchases, and other features that increase access and flexibility for families.
 - To measure success, the budget development process will fully utilize the data from the integrated system for projections on salary and staffing levels, and the FACE portal will be functional for the items listed in action # 12 for the summer/fall 2023.
- Goal 6: Evaluate and Develop Funding Strategy for Free Full-Day Kindergarten (FDK)
 - Summary: HPS is one of very few school districts in MA charging tuition for FDK. It is generally agreed upon that available and accessible free FDK has educational and social benefits for all children.
 - Intended Change: If HPS can develop a sustainable strategy to eliminate FDK tuition, then all Hanover children will have an equitable access for FDK consistent with over 90% of MA public school districts.
 - HPS Strategic Objective: Teaching and Learning, Sustainable Funding, Community Engagement
 - DESE Evaluation Standard I (Indicators A, B), Standard III (Indicators B, D)
 - Key Collaborators: Superintendent, Business Manager, Cedar Administration
 - Key Actions (Summer/Fall 2022)
 - Business Manager, Cedar Administration, and Superintendent will evaluate all personnel and resources needed to fully staff a FDK program to meet projected Kindergarten enrollment for the next five years beginning in FY '24.
 - Cost and enrollment projections for FY '24 will be presented to the School Committee in October for the Committee to consider funding options for full-implementation and/or a phased-in strategy in advance of budget development.
 - Key Actions (Winter/Spring 2022 – 2023)
 - School Committee will determine the funding timeline: Full implementation in FY '24 or multi-year phase in process with gradual reduction of tuition over multiple fiscal years.
 - Administration will develop the FY '24 budget to include the funding necessary to meet this goal.

- School Committee and Administration will advocate for FDK funding in the FY '24 operating budget during the Advisory Committee review process.
- Secure a fully funded School Department budget for FY '24 including the funding needed for FDK or strategic phase in plan.

Questions/Comments:

Mrs. Corbo appreciates addressing of the issue of measurability on the first two goals. She added that she wants to note that at the end of the year, when the Committee is judging whether these goals have been met, Mr. Ferron is good about providing evidence that supports whether or not these goals have been achieved and the progress made. She continues to add that she is also happy that goal six was added as it has been a priority of the Committee.

Mrs. Corbo noted that this is listed as a discussion but the Committee intends to vote to approve the goals tonight.

Mrs. Corbo spoke on Mr. Miraglia's behalf that he is expressed his support of the goals and that he is appreciative of the flexibility and collaboration with the administration team on these goals. He is cognizant of the level of ambition that these represent and he hopes that there can be a check on more regular intervals to adjust goals if needed. To him these goals represent district priorities for the year and time has been taken to generate these goals and have made them publicly available for input. Once these goals are voted on, it is incumbent upon the Committee as a leadership team to actively manage the time and capacity. Accommodations may need to be made on new issues that come along the way without sacrificing progress towards these goals.

Mr. Ferron noted that the goals are available on the School Committee page on the website. Tomorrow the goals will be reviewed for clarity and leave it up as the final voted version.

Mrs. Lynch asked Mrs. Corbo to read the last statement Mr. Miraglia made about the goals being a priority of the District. Mrs. Corbo reread the requested part of his statement. Motion entertained by Mrs. Corbo to approve the Superintendent Goals 2022-2023 Draft 2.0 as reviewed in the meeting. The motion was moved by Mrs. Hall and seconded by Mrs. Cervantes. Roll call vote Ryan Hall-Aye, Elizabeth Corbo-Aye, Kristen Cervantes-Aye, and Ruth Lynch-Aye. The motion carried unanimously.

Action Items:

- **HMS Washington DC and Gettysburg, PA Field Trip Request by Mr. Aaron DiGaudio and Mr. Birolini:**

This request was made by Mr. Aaron DiGaudio. This field trip is available for 8th grade only. This Grand Classroom trip is three overnight stays in Washington, DC from June 5, 2023, to June 8, 2023. The field trip presentation was outlined in [Appendix C](#).

Questions/Comments:

Mrs. Corbo shared that she had two children who went and they had a great experience. She also mentioned that there is fundraising done to offset some of the cost. If families need that, they should reach out to make a request. Mr. Birolini confirmed.

Mrs. Cervantes inquired about the number of students that do not go and if it was a large number. Mr. Birolini responded that there are individual situations. In each situation, they ask why and make sure cost is not an issue. Some kids do not want to be away from home. Usually, eighteen to twenty-five do not go and they try to make that time special for them as well.

Mrs. Hall commented on how nice it is that the trips have come back. The time and effort that is put into taking what you learn from previous trips and trying to make this trip bigger and better in many different ways are appreciated by her.

Mrs. Lynch shared her appreciation for Mr. Birolini and Mr. DiGaudio plus the staff that goes along. She reminded everyone that these trips could never happen without the support of the teachers that go on them.

Motion entertained by Mrs. Corbo to approve the *8th grade Middle School Class Trip to Washington DC and Gettysburg, Pennsylvania as presented*. The motion was moved by Mrs. Hall and seconded by Mrs. Cervantes. Roll call vote: Hall-Aye, Elizabeth Corbo-Aye, Kristen Cervantes-Aye, and Ruth Lynch-Aye. The motion carried unanimously.

The next School Committee meeting is October 26, 2022. Expected agenda items will be: Full-Day Kindergarten Financial Projections, Policy Update, and others TBD.

Other Comments:

Mrs. Corbo shared on behalf of the Committee's the appreciation for the hard work of teachers and administrators in opening schools and doing the hard work of curriculum nights, open houses, safety drills, orientation of our new staff, and making students and families feel welcome. This month is an important month to set the tone for the rest of the year. The hard work involved in doing that, is appreciated by the Committee.

Mrs. Cervantes added as a community the adults need to be taken care of as they are doing amazing things for the students and research shows that October is the most challenging month for teachers.

Mrs. Lynch had one request from the Principals. She would like the committee members to be invited to events.

Mrs. Corbo mentioned that she keeps her eyes on the district and athletic calendars but requested that the Principals personally invite the Committee to exciting school events.

Public Comment: None at this time.

Motion entertained by Mrs. Corbo to adjourn the meeting at 8:19 PM. The motion was moved by Mrs. Hall and seconded by Mrs. Cervantes. Roll call vote: Hall-Aye, Elizabeth Corbo-Aye, Kristen Cervantes-Aye, and Ruth Lynch-Aye. The motion carried unanimously.

Respectfully Submitted by:

Tahnee Warner

Tahnee Warner
Executive Assistant/ Recording Secretary

Documents Used:

Appendix A FY Student Activity Account Authorization/Reauthorizations
Appendix B Superintendent Goals for 2022-2023 Draft 2.0
Appendix C HMS Washington DC and Gettysburg, PA Field Trip Request