

***Hanover School Committee Meeting Minutes
August 30, 2023 7:00 PM
In-Person and Virtual Meeting
Hanover High School; Media Center***

Present: Mrs. Kristen Cervantes, Mrs. Ryan Hall, Mr. Pete Miraglia, and Mrs. Jacky Jorgenson

Absent: Mrs. Libby Corbo

Also Present: Matt Ferron, Debbie St. Ives, Mike Oates, Kaitlin Morelli, Lucy Charette, Matthew Mattos, Matthew Plummer, Dan Birolini, Jesse Craddock, Jane DeGrenier, Jaclyn Rooney, Joel Barrett, Ava Khouri, Stacy Linnehan

Call to Order: The meeting was called to order at 7:01 PM by Chair Cervantes. The motion was moved by Mrs. Hall and seconded by Mr. Miraglia. Roll call vote: Pete Miraglia-Aye, Ryan Hall-Aye, Kristen Cervantes-Aye, and Jacky Jorgenson-Aye. The motion carried unanimously.

Pledge of Allegiance - Ava Khouri, High School Sophomore, led the Pledge of Allegiance.

Mr. Mattos gave a brief introduction for Ms. Khouri.

Last year, at this exact time, this young lady came to HHS as an absolute ball of energy, darting all around the building, getting things done! Not only is she the President of the Sophomore Class, she has been intricately involved in Project 351 and ran a clothing drive at HHS that collected over 300 items. She also received last year's "Unsung Hero" award from the Student Council for her dedication and overall enthusiasm towards the school community. She is a High Honor Roll student who we are excited to see continue to blossom in her next three years at the High School.

Approval of Minutes:

May 10, 2023: The *May 10, 2023, School Committee Open Session Minutes* were tabled for a future meeting.

May 24, 2023: The *May 24, 2023, School Committee Open Session Minutes* were tabled for a future meeting.

Public Comment:

Erin Bertrand emailed the members of the SC this week. She added she had a long conversation this afternoon with Mrs. DeGrenier. She read a statement.

Resident Erin Bertrand gave Public Comment: She expressed her concerns regarding class size. For more details, please review the Hanover Public Schools website for the [August 30, 2023, School Committee Meeting](#).

REPORT OF THE SUPERINTENDENT:

- **Staff Updates/Administrator Introductions Presented by Mr. Matthew Ferron and Ms. Kaitlin Morelli:**

Mr. Ferron shared an overview of Convocation with the Staff today.

Ms. Morelli introduced the new Administrators Stacy Linnehan, Dr. Joseph Pumphrey, and Lucy Charette.

- Mrs. Stacy Linnehan is the Special Education Administrator for grades 1-3. She began her career in education sixteen years ago at East Bridgewater Public Schools first as a classroom teacher and then transitioned to a special education teacher upon completion of a CAGS in Moderate Disabilities. Before joining the Hanover Public Schools, she was an Inclusive Practice/UDL Coach, served on the Professional Development Academy, and was the Acceleration Academy Coordinator. She has presented at the annual MassCUE Conference several times, sharing her knowledge of inclusive practices, assistive technology, and executive functioning. In addition, she presented at the Northeastern University Virtual Residence Conference and has led numerous professional development workshops in various districts across Massachusetts. Stacy is licensed in Elementary Education, Moderate Disabilities, and Special Education Administration.
- Dr. Joe Pumphrey is the Special Education Administrator for grades 7-12. He began his career at The New England Center for Children for four years and then spent the last nine years as a Special Education Teacher at Scituate High School. Joe brings to Hanover expertise in executive functioning skills as well as understanding and resources for transition services for students entering adulthood. Joe graduated from Northeastern University with a Doctorate in Education. His doctoral work focused on Curriculum, Teaching, Learning, and Leadership. He is licensed in Severe Disabilities and Special Education Administration.
- Mrs. Lucy Charette is the Assistant Director of Student Services. She began her as a Speech and Language Pathologist at Early Intervention and then became a school-based Speech and Language Pathologist for over 15 years. Before joining Hanover Public Schools, Lucy was a Team Chair for Taunton Public Schools. She recently graduated from Bridgewater State University where she earned her degree in Educational Leadership. She is a licensed Speech and Language Pathologist and Special Education Administrator.

Questions/Comments: None at this time.

- **Construction Projects Update Presented by Mr. Matthew Ferron:**

Mr. Ferron shared the three construction project updates:

- HMS new water main was replaced
 - Roads and sidewalks have been redone and resurfaced
 - Added about fifteen new parking spaces
 - Plans in the next few years to continue to work on finishing paving the parking lot
- HHS
 - Turf field and track
 - Track will soon be open to the public and for students
 - Turf field is still carpet; the underlay and the turf carpet are supposed to be delivered next week and will be open for student use at the end of September
 - Track has been temporarily fixed until resurfacing and painting is done in the Spring
 - The lift in the press box is being completed now, so that it will be ADA-compatible
- Cedar School
 - Vestibule
 - SC will be invited to see the changes
 - Complete reconfigured of the office area
 - Glass & Film put in
 - Double doors installed
 - A large bank window was added
 - The principal's office has been moved
 - A conference and meeting room has been added
 - Alarms have been installed
 - Sidewalks are being completed

- Installing new benches
- ADA accessible

Questions/Comments:

Mrs. Hall commented that she went on the walkthrough with the chief of police, fire, DPW, and safety professionals. She added the concern for the safety and the well-being of the students at Cedar to see it come to fruition feels good. She is looking forward to going in and visiting the reconfiguration.

- **Safety/Security and Training Update Presented by Mr. Joel Barrett:**

Mr. Barrett explained that the DPW and custodial staff have prepared the schools well. He added that cleaning the hallways and making them feel comfortable is a considerable safety piece. Mr. Barrett continued stating they worked with the Police and Fire Departments on safety and security. He commented that the Fire Department went through a detailed safety check at every school. Mr. Barrett continued by sharing the A.L.I.C.E. Drill and the process the District does each year with all staff in every school. The Police Department attends every one of the trainings. Below are the staff training dates:

- 9/26 - High School
- 10/3 - Center and Middle School
- 10/17 - Cedar School

Mr. Barrett also shared that we will be helping Cardinal Cushing through this training, and the A.L.I.C.E. training is a great way to open up partnerships.

Questions/Comments:

Mrs. Cervantes and Mrs. Hall thanked him for the update and continued support of the A.L.I.C.E. training.

REPORT OF FINANCE DEPARTMENT:

- **FY '24 Revolving Account Update Presented by Mr. Michael Oates:**

Mr. Oates referred to the [FY '24 Revolving Account Update](#) in the SC packets, posted under Public Documents. He explained how to read the revolving accounts and will share the first quarterly update in September, showing deposits and expenses for each account. Mr. Oates noted that these accounts fluctuate, and periodic updates will be given throughout the year. He added that the Athletics Department must be discussed in greater detail with the Committee at a future meeting to discuss revenue and athletic fees as it has a high deficit. Mr. Oates mentioned that the smaller accounts need a change in their name and particular building accounts. He will be addressing these accounts with each school.

Questions/Comments: See below.

Transportation Update Presented by Mr. Michael Oates:

Mr. Oates shared that they collaboratively work with Ingles Bus and Sergeant Richards on the school bus routes and are working through bus stop change requests. He shared that these requests are reviewed with the building administration and were able to accommodate any requests that are, first and foremost, safe and reasonable and do not significantly impact the time it takes to get our students to and from school. Mr. Oates added the number of requests is way down from previous years. He encourages any parent or guardian with a request or concern to complete the [bus change request](#)

[form](#), which can be found on the school website, and send it to their school as soon as possible. Also, he can be reached directly if there are any questions about the routes. Mr. Oates echoed the work the police do with all the requests that come in and in determining who else needs to be included to help decide on the request. The police are taken very seriously in accommodating all requests, but at the same time, they take in the time students are on the buses.

Questions/Comments:

Mr. Miraglia asked if there was any way to combine line items or accounts. Mr. Oates replied that some are separate and some are not, but they can journal some expenses that may crossover. Mr. Ferron explained that you cannot take money from one account to pay for something out of another account. For example, you cannot take money out of the lunch account, which is now completely free, and the balance is significant to pay expenses for high school math. Mr. Ferron continued by noting that using the lunch account funds must be attributed to the lunch program.

Mr. Miraglia asked for clarification that the significant funds in the lunch account could not be transferred to the Circuit Breaker account. Mr. Ferron responded that those funds could not be transferred to the Circuit Breaker account.

Mr. Miraglia then asked if they will have an end balance on September 30th but will report back in October when everything settles after the first quarter. Mr. Oates replied, yes, that is the plan to share, including receipts, payroll expenses, and balances. He added it will show where the budget is after the first quarter.

Mrs. Cervantes and Mr. Oates reminded families with concerns or questions about bus stops to fill out the form and forward it to the school building. Once these forms are received, there will be a meeting with Mr. Oates, the Principal, and/or the Safety Officer, and Ingle Bus, which is involved in every one of those requests.

Mrs. Cervantes commented that she appreciated Mr. Ferron's example regarding funds from each account and why they can or cannot be used in other accounts.

Report on Teaching and Learning:

- **NEASC Update (HHS) Presented by Mr. Matthew Mattos, Mrs. Jaclyn Rooney, and Mr. Matthew Plummer:**

Mr. Mattos gave a brief presentation for NEASC at the high school. He shared the New England Association of Schools and Colleges (NEASC) visited Hanover High School on December 8th and 9th of 2022. NEASC is an Accreditation entity whose sole foundation elevates school improvement based on 5 Standards. Those Standards are Learning Culture, Student Learning, Professional Practices, Learning Support, and Learning Resources. They had five members on their Visiting Committee and spent a great deal of time, in addition to the two days on-site, examining our Self-Study, and basically, everything that we do in Hawk Nation measured up to those 5 Standards. Mrs. Rooney and Mr. Plummer gave some highlights as well. If you would like more details, you can attend the [August 30th School Committee meeting](#) or review the [NEASC Update](#) presented tonight under the public documents on the School Committee website.

Questions/Comments: None at this time.

Mrs. Jorgenson asked if a process has been decided for teacher input in the curriculum if there will be a subcommittee, and if so, what impacts the teacher workflow. Mr. Mattos replied time will be dedicated to professional development, faculty meetings, and department meeting time. He continued noting that the teachers are already firmly entrenched in the Standards Committees they were assigned to before all of the work being done on the self-study. Mr. Mattos added that the reports and

committees will be rolled out again to start having conversations. They will then contribute through the committees, most likely in a Google Doc.

Mrs. Hall asked where the curriculum review cycle is and what curriculums are subject areas being looked at. Mrs. St. Ives responded that it needs to be adjusted. Through COVID, the updates in the standards that DESE has put out, foreign language, and now physical education, they have yet to be able to adhere to something that we set. She added the ELA has been extensively worked on over the past few years. She said that the Department Heads were tasked with modifying the old version.

Action Items:

- **Home School Approvals for 2023-2024 Presented by Mrs. Debbie St. Ives:**

We have received eleven requests for homeschooling for a total of sixteen students. She added that they all have been written in a manner that is consistent with a homeschool plan and all the required elements and criteria. Mrs. St. Ives recommends sixteen students be approved for Home School.

Public Comment: None at this time.

Questions/Comments: None at this time.

Mrs. Cervantes entertained a motion to approve the *2023-2024 Home School Requests* as presented in the memo dated August 30, 2023. The motion was moved by Mrs. Hall and seconded by Mr. Miraglia.

Discussion: None at this time.

Public Comment: None at this time.

The motion carried unanimously.

Public Comment: None at this time.

The next School Committee meeting is **on September 13, 2023**. Expected agenda items will be: Opening School Report, 2023 A.P. Report, and other items TBD

Mrs. Cervantes entertained a motion to adjourn the meeting at 8:03 PM. The motion was moved by Mrs. Hall and seconded by Mr. Miraglia. The motion carried unanimously.

Respectfully Submitted by:

Tahnee Warner

Tahnee Warner
Executive Assistant/ Recording Secretary

Documents Used:

Appendix A FY '24 Revolving Account Update
Appendix B NEASC Update (HHS)
Appendix C Home School Approvals for 2023-2024