

**Hanover School Committee Meeting Minutes**  
**October 11, 2023 7:00 PM**  
**In-Person and Virtual Meeting**  
**Hanover High School; Media Center**

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

**Absent:** None

**Also Present:** Matt Ferron, Mike Oates, Kaitlin Morelli, Matthew Mattos, Michelle Pollock, Jesse Craddock, Matthew Plummer, Brian Ciccolo, Everly Logan Flaherty, Michelle Pollock, Dan Birolini

**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. The motion carried unanimously.

**Pledge of Allegiance** – Everly Logan Flaherty, 1<sup>st</sup> Grader at Cedar Elementary, led the Pledge of Allegiance.

Mr. Craddock gave a brief introduction for Miss Flaherty.

Everly is a first-grade student in Mrs. Pollock's class. Mrs. Pollock is here tonight in support of Everly. Everly is a student who consistently demonstrates what it means to be a super friend at Cedar School. This includes being safe, kind, and always following the plan the adults share in the building. She is very engaged in the classroom and is a hard worker. Everly is a tremendous friend, always looking for ways to help out other students, and encourages her peers to do their best. She is a good listener, decision-maker, and responsible for her age. Her personality and her smile are both contagious. Everly is the definition of a student leader. She wants what is best for others and will go out of her way to lift other students. Cedar School is very fortunate to have Everly as a Cedar Super Friend.

**Public Comment:** None at this time.

**Approval of Minutes:**

August 30, 2023: The *August 30, 2023, School Committee Open Session Minutes* were tabled for a future meeting.

**Agenda presented out of order to allow the Student Activity Account Authorization request to be presented.**

**ACTION ITEM:**

- **Student Activity Account Authorization – Entrepreneurship Club Presented by Mr. Brian Ciccolo:**

Mr. Ciccolo shared that last spring, Owen McDonough and Michael Costello approached him with an idea to form a new club called the Business Club, formally the Entrepreneurship Club. He continued by stating the three central tenets of the club's charter are to learn basic finances in entrepreneurship, run a company to practice investing, and explore career paths in business. These two students have done a fantastic job recruiting members, organizing meetings, and bringing in guest speakers at 7:00 a.m. on a weekday to discuss what it takes to run a business and some possible career paths they might consider post-high school.

### **Question/Comments:**

Mr. Miraglia asked how many members they have now. Mr. Ciccolo replied that there were between 15 and 20 members.

Mrs. Hall asked if the club would meet before or after school. Mr. Ciccolo responded they meet before school every other Tuesday.

Mrs. Corbo asked for clarification of the club name. Mr. Ciccolo answered that it was the Business Club. He explained that it would initially be called the Entrepreneurs Club, but the co-founders wanted to simplify it. Mrs. Corbo inquired if the club would be publicized, and Mr. Ciccolo said once it is officially approved, the club will be put in the directory with all the other clubs.

Mrs. Cervantes noted that when she read the list for membership, it looked like it was primarily male, and she thinks the female students would be interested, too. She added that if there is anything the Committee can do to help increase the membership of the female population, they would be happy to help. Mr. Ciccolo agreed.

Mrs. Cervantes asked for a motion to approve the *Business Club* as presented. The motion was moved by Mrs. Hall and seconded by Mr. Miraglia. The motion carried unanimously.

## **REPORT OF THE SUPERINTENDENT:**

### **• Events and Updates Presented by Mr. Matthew Ferron:**

Mr. Ferron share the following events and updates:

- HHS Sport Teams
  - All fall sports teams are playing strong
  - The HHS Varsity 1<sup>st</sup> Football Game at home is Friday, October 13<sup>th</sup> at 7:00 p.m.
    - Kevin Dyer at AP Insurance sponsored student, senior citizen, and veteran tickets.
- HPTA Social
  - Thursday, October 26<sup>th</sup>
  - 6:00 – 8:00 p.m.
  - Rec room at Starland

Mrs. Corbo shared that 22 French exchange students will arrive at the High School on Thursday, October 12<sup>th</sup>, at 5:30 p.m. She added her family will be hosting a French exchange student and this student will be joining a few events in town. Mrs. Corbo said that the French Department at the high school provides a lot of support for the students and program.

**Questions/Comments:** None at this time.

### **• Superintendent Goals 2023-2024 Draft 2.0 Presented by Mr. Matthew Ferron:**

Mr. Ferron shared that with all the feedback given he has added *Measuring Success* at the end of each goal. Those updates to each of the Superintendent Goals for 2023-2024 are shown below:

- **Goal 1: District Improvement: Successfully Establish a Collaborative Five-Year Funding Strategy.** *Measuring Success:* The FY25 budget will be approved at the funding levels needed to support our current level of service requirements and community expectations. A growth plan that includes the resources necessary to advance student achievement in a sustainable way will be embedded in the five-year strategy approved by the School Committee.

- **Goal 2: District Improvement/Student Achievement: Ongoing Successful Implementation and Monitoring of Literacy Curriculum.** Mrs. St Ives explained the summary, intended change, HPS' strategic objective, DESE evaluation Standard I, key collaborators, key actions, and the timeline. ***Measuring Success:*** By the end of the academic year, teachers can implement and differentiate a strong Tier 1 curriculum and provide an appropriate, research-based, tiered approach based on student needs. Teachers will leverage support from internal and external experts to build their capacity and ensure academic growth for all students, including, but not limited to, our at-risk students, by demonstrating growth from Fall to Spring using the DIBELS/iReady assessment/MCAS as opportunities for measurement.
- **Goal 3: District Improvement: Successfully plan for Implementation of the new DESE IEP Format.** ***Measuring Success:*** At the conclusion of the year, all staff with responsibility for IEP development will be fully trained and using the new format. The new format will be integrated into an effective and efficient digital format for staff access and understanding. Collaborating with SEPAC, parent(s)/guardian(s) will receive the information needed to effectively understand and access the new format.
- **Goal 4: District Improvement: Successful Participation and Completion of Tiered Focus Monitoring (TFM).** ***Measuring Success:*** At the conclusion of the year, the administration will demonstrate that the process with DESE, SEPAC, and other stakeholders was done in accordance with all requirements and on schedule. The final report in the spring will reflect the resolution of any findings/recommendations, and the plan for moving forward will include a projection of the resources required to meet all student services obligations and objectives over the next five years.

For more details, please refer to the Hanover Public Schools website for the [Superintendent Goals 2023-2024 Draft 2.0](#) or the [October 11, 2023, School Committee meeting](#).

#### **Question/Comments:**

Mrs. Corbo commented that this process is challenging because the expectations can be ambiguous and constantly evolving depending on what is happening in the school district. She added the expectations are high. Mrs. Corbo shared her appreciation that Mr. Ferron openly and willingly engaged in the impact and revisions back and forth with the Committee regarding their concerns and expectations for his goals.

Mr. Miraglia inquired that the only added additions were measuring success after each goal that was not there before. Mr. Ferron replied that was correct. Mr. Miraglia said that the addition was great.

Mrs. Hall piggybacked on how great the openness is and her appreciation of the Committee's conversations throughout the process. She added that going back and forth can be challenging, and all the work being done benefits the students.

Mrs. Cervantes requested a motion to approve the Superintendent's Goals *for the 2023-2024 School Year* as presented. The motion was moved by Mrs. Hall and seconded by Mr. Miraglia.

**Public Comment:** None at this time.

The motion carried unanimously.

#### **REPORT OF FINANCE DEPARTMENT:**

- **FY25 Budget Timeline and Preview Presented by Mr. Michael Oates:**

Mr. Oates referred to the [FY25 Budget Timeline and Preview](#) in the SC packets and posted under Public Documents. He presented updates on the below items:

- Review of FY 24 Projections

- FY 25 Budget Approval Schedule
- Community Expectations
- Description of Needs
- Variables Impacting Budget Development
- Reliance on Offsets
- DART & Surrounding District Comparisons
- FY 25 Preliminary Budget Models
- Hierarchy of Funding Strategy
- FY 25 Budget 1.0 Presentation Preview

For more details on the FY25 Budget Timeline and Preview, please see the [October 11, 2023 School Committee meeting](#).

#### **Questions/Comments:**

The Committee, Mr. Ferron, and Mr. Oates discussed and reviewed fees, making projections on what fees would look like and what would be collected and comparing them to other districts. All agree on the Committee's expectations that the transportation, club, and athletic fees need to be reviewed. They also discussed the Town Manager's expectations, the potential of raising fees, the challenge of the budget being done so early, Ad Comm meetings when to vote on the budget, Special Education Reserve usage, operating salaries, expenses, Kettle, and the move towards a sustainable budget done differently.

#### **Report on Teaching and Learning:**

- **Tiered Focus Monitoring (TFM) Update Presented by Ms. Kaitlin Morelli:**

Ms. Morelli shared that on Wednesday, October 4, Hanover partnered with SEPAC for a parent/guardian orientation night. She added that two DESE representatives were on-site via Zoom to answer questions, share information about the process, and offer their email addresses for any questions. Ms. Morelli highlighted that DESE sent surveys out to families, but DESE was made aware that some families might not have received it. She encourages families to check their junk folders in their emails as it was sent out again today. Ms. Morelli thanked President, Caitlin Malone for connecting with families to ensure they received the survey and communicating it with DESE. She reminded the community that the survey is from DESE, not Hanover, and the school system cannot send out the survey. It has to go through the DESE database. Ms. Morelli will continue to communicate to DESE on the status of families receiving the survey and any questions or concerns should be directed to Ms. Morelli or Mrs. Malone. Please review the School Committee meeting on [October 11, 2023](#) for more details.

#### **Questions/Comments:**

Mrs. Hall asked if the survey was sent to all emails for that student. Ms. Morelli responded that she compiled a spreadsheet of all contact information so both parent(s)/guardian(s) would receive a link.

Mrs. Corbo asked if the information provided was confidential. Ms. Morelli replied that it is entirely anonymous.

#### **Action Items:**

- **Student Activity Account Authorization – Entrepreneurship Club Presented by Mr. Brian Ciccolo:**

Presented at the beginning of the meeting.

- **Policy Manual Approval Presented by Mrs. Kristen Cervantes:**

Mrs. Cervantes shared the process for the last year of editing, reviewing, and approving the School Committee Policy Manual. She explained that the Committee had reviewed, updated, and approved all policies. Mrs. Cervantes noted that the next step is for the Committee to approve the Policy Manual as presented so that MASC can complete the final step of the Policy Manual to replace the current Policy Manual. She shared her appreciation for Mrs. Lynch, who dedicated hours of time and hard work going through each section with Mrs. Cervantes and all the [HPS Policy Contributors](#) who also contributed a tremendous amount of time, work, and feedback to this process.

**Questions/Comments:**

Mrs. Corbo commented that the amount of time, hours, dedication, diligence, and thoughtfulness spent on this project exceeds any other and is remarkable. She added that it is essential because it is the Policy Statement to the community and what the Committee finds important. As their obligations and commitments are made to parents, guardians, students, and educators who come to this community and look at this school district to say, what is it about? Mrs. Corbo noted that the manual tells them that.

Mrs. Cervantes noted that by law, there has to be one official copy in the Superintendent's office so anyone can look at it in print instead of online they can.

Mrs. Cervantes requested a motion to adopt the *School Committee Policy Manual* previously voted on "in form" to replace the current Hanover Public Schools Policy Manual as presented. The motion was moved by Mrs. Hall and seconded by Mr. Miraglia. Roll call vote: Pete Miraglia-Aye, Ryan Hall-Aye, Kristen Cervantes-Aye, Libby Corbo-Aye, and Jacky Jorgenson-Aye. The motion carried unanimously.

**Public Comment:** None at this time.

The next School Committee meeting is **on October 25, 2023**. Expected agenda items will be: FY25 Budget Presentation, 1<sup>st</sup> Quarter Revolving Account, FY24 Account Transfers, SEPAC Update, and other items TBD

Mrs. Cervantes entertained a motion to adjourn the meeting at 8:11 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 Superintendent Goals 2023-2024 Draft 2.0  
Appendix B FY25 Budget Timeline and Preview  
Appendix C Student Activity Account Authorization – Entrepreneurship Club  
School Committee Policy Manual