

Hanover School Committee Meeting Minutes
July 29, 2015
Hanover High School

Present: John Geary, Michael Phillips, Ruth Lynch, Libby Corbo and Kimberly Booker

Also Present: Matthew Ferron, Thomas Raab and Beverly Shea

Call to Order: Meeting was called to order at 7:00 pm by Chairman Geary

Public Comments: None presented

Approval of Minutes:

- Motion by Lynch to approve the minutes of June 17, 2015 as written. The motion was seconded by Booker. The motion carried unanimously with an abstention by Phillips.

Report of Superintendent

Introduction of new elementary Assistant Principals:

- Mr. Russell Wilson is the new Vice Principal of Center/Sylvester School.

Updates and Events:

- Mrs. Shea is leaving Hanover for an opportunity to take over SPED department of Wareham
- EMR Policy was run by school counsel and a revised draft is provided and will be discussed at a later meeting when Mrs. Smith is available.
- Mandated EPI Pen training was discussed and we are still exploring that option.
- All 100 of our new Epson projectors have been installed and are working.
- Mr. Geary would like to thank Rachael O'Callaghan for her hard work in putting together the Superintendent's Evaluation and handbooks.

Superintendent's Evaluation:

- This year was unique because the outgoing chair of the School Committee was included even though his term expired before the final evaluation. It was important for his evaluation to be included because he spent the year working with the Superintendent and should be able to evaluate his progress.
- Going forward, the Superintendent's evaluation will be completed in May prior to town elections so that all members of School Committee can evaluate the Superintendent.
- Hanover goals are Professional Practice, Student Learning and District Improvement
- The majority of the members believe that Mr. Ferron met all these goals
- DESE standpoint rating is proficient in the following categories: instructional leadership, management & operations, family & community engagement and professional culture.
- Comments from the evaluations were provided showing positive feedback
- The summative evaluation is available for the public to read on-line and in the Superintendent's Office.
- Motion by Lynch to accept the summative evaluation as written. The motion was seconded by Booker. The motion was opened up for discussion and comments.
- Comment by Ms. Corbo that Mr. Ferron has been an effective leader and she is really happy with the positive changes that he has made in Hanover. He is changing the culture and climate in such a positive manner.

- Comment by Ms. Booker that she is concerned that if there were any areas that needed to be improved upon, those were not reflected in the comment section. Response by Mr. Geary that the majority's opinion was reflected in the comment section but all comments are available and on file.
- Mr. Ferron noted that he will post all the individual comments on-line tomorrow if acceptable to all parties.
- Mr. Phillips noted that he is an excellent communicator and really gets things done. He has done an excellent job putting together an effective leadership team.
- Ms. Lynch commends Mr. Ferron on his educational plan and always focusing on what is best for the students. Please note that you have our support.
- Comment by Will Marriner that the transformation and leadership that Mr. Ferron has presented in the last two years is outstanding.
- Kevin McCloud- the hiring that Mr. Ferron has done is tremendous for Hanover and continuity is important and to let him do his job considering his excellent track record and not have the School Committee run the school system.
- After discussion, the motion passed by a unanimous vote

Authorization of Screening & Hiring Process for PPS Director:

- Change the job title to Director of Student Services
- The job description and duties will not change
- The position is posted with a short window of time- Dr. Raab will head the search committee with representation of parents, administrators, School Committee member and teachers.
- The School Committee will have to appoint this position once a candidate is presented to them.
- If we do not find the right candidate, we may need to get an interim person.
- Mr. Geary noted that he has talked to legal counsel and they will provide appropriate training in regards to hiring process for the School Committee members.
- Motion by Lynch to approve the screening and hiring process for Director of Student Services. The motion was seconded by Phillips. The motion carried unanimously.
- Motion by Lynch to nominate to Kimberly Booker as the School Committee representative for the search committee for Director of Student Services. The motion was seconded by Phillips. The motion carried unanimously.

Finance Department

Donations

- FY 15 Donations total \$1,919.42 for this week.
- Motion by Lynch to approve the donations totaling \$1,919.42. The motion was seconded by Phillips.
- Motion by Lynch to close out FY15 donations with total donations in the amount of \$141,850.54. The motion was seconded by Phillips. The motion carried unanimously.

Obsolete Equipment

- Hanover Middle School Obsolete Texts – a list was provided-noting the title, year published and possible value.
- Dr. Raab will contact publisher to see if he can sell them back or sell to a local district.

- Motion by Lynch for Dr. Raab to research possible resale or possible recycling of these obsolete textbooks. The motion was seconded by Phillips. The motion carried unanimously.
- Obsolete Equipment – musical instruments that have reached the end of their lives
- Instrument vendor will take them and give Hanover a \$1500 credit.
- Motion by Lynch to declare the musical instruments as surplus. The motion was seconded by Phillips. The motion carried unanimously.

FY15 Year End Budget Update

- Remaining balance for FY15 is \$26,021.00, which is mainly from credits that we received back.
- Dr. Raab recommends to use \$26,021.00 to prepay out of district sped tuitions for next year.
- Motion by Lynch to approve \$26,021.00 to be used towards prepaying out of district special ed tuitions. The motion was seconded by Phillips. The motion carried unanimously.

Clinical Director Stipend

- The proposed stipend is \$5,000.00 to have a clinical director
- This person would be a point person
- The funding source would be to transfer from systemwide SPED Contracted Services to systemwide Stipends SPED Teacher line
- Motion by Lynch to approve \$5,000.00 to be moved from systemwide SPED contracted services to systemwide stipends sped teacher. The motion was seconded by Phillips. Motion carried unanimously.
- Comment by Corbo- what do another districts do? Response by Ms. Shea that some districts contract out and some have internal point persons. Right now Ms. Shea is the point person, but it would be better to have someone building based
- Comment by Ms. Piccard- what does this person do? Response by Ms. Shea that it is someone with a clinical role in the district such as a psychologist. Ms. Piccard- Would this person do long term evaluations on students who used these services? Response by Ms. Shea that someone that has a clinical background could decide if they need further services and collaborate with families

Report on Teaching and Learning: None

Action Items:

Approval of Student Handbooks:

- Legal Counsel has reviewed and approved all redline changes
- There are no significant policy changes other than state requirements
- A memorandum was provided showing the adjustments and changes made throughout each handbook
- Motion by Lynch to approve the student handbooks for the High School, Middle School & Elementary Schools as written on line. The motion was seconded by Phillips. Motion carried unanimously.
- Comment by Ms. Lynch that she appreciates the warmth presented in the elementary school handbooks.

Homeschooling Request:

- Reauthorization of homeschooling for a family that has homeschooled for the last few years
- They are in good standing and Ms. St. Ives has reviewed their work and would like to ask for your endorsement
- Motion by Lynch to approve homeschooling request for the family that submitted a request on July 1, 2015 and received on July 7, 2015 at the Superintendent's office. The motion was seconded by Phillips. The motion carried unanimously.

Public Comments:

Next meeting will be August 26, 2015 and the Superintendent's goals for next year will be presented. He will provide the goals a week ahead of time for the members to review.

Motion to adjourn by Lynch at 8:20 pm. The motion was seconded by Phillips. The motion carried unanimously.

Respectfully Submitted

Andrea Holmes

Documents Used:

Minutes 6-17-15

Superintendent's Summative Evaluation

Memo for PPS Hiring Process

Obsolete Text List

Obsolete Instruments List

Donations 7-29-15

FY15 Year End Update Memo

Clinical Director Stipend

High School Handbook

Middle School Handbook

Elementary School Handbook

Homeschooling Request