

Hanover School Committee Meeting Minutes
November 30, 2016
Hanover High School

Present: Mr. John Geary, Mrs. Ruth Lynch, Mrs. Kimberly Booker, Mrs. Libby Corbo and Mrs. Leah Miller

Also Present: Matthew Ferron, Joan Woodward, Thomas Raab, Debbie St. Ives, Matthew Paquette, Allyson Gately, Theresa Katsilieris, Susan Scanlon, Michelle Gardner, Jane DeGrenier, Daniel Birolini, Michael Oates, Bill Hartigan and Steve Ryerson

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

M.A.S.S. Superintendent's Award for Academic Excellence: Recipient of this elite award was Meaghan Raab. Matthew Paquette presented the award along with Matthew Ferron. After a well presented speech by Mr. Paquette detailing how and why Meaghan was chosen, a brief intermission was given while photographs were taken with Meaghan, her family as well as Mr. Ferron and Mr. Paquette. The School Committee offered congratulations to Meghan Raab.

Public Comment: None presented.

Approval of Minutes:

Motion by Lynch to approve the meeting minutes as written on October 26, 2016. The motion seconded by Booker. The vote carried unanimously.

Action Item: HHS 2018 Puerto Rico Field Trip.

Presented by Allyson Gately who is a Spanish Teacher at the high school. The dates planned for the trip are 2/19/18 -2/23/18. This is the first time she would be taking students on a trip. Complete itinerary included in presentation. It will not be required that only students taking Spanish can sign up for the field trip. Theresa Katsilieris plans to co-chaperone. The itinerary was itemized and the trip package was explained. It is the first time using the tour company, Explorica; however, Ms. Gately felt confident that it was a very reputable, helpful company and she has been very happy with them to date. There was further conversation and questions regarding the tour company that was chosen and whether or not referrals from the tour company were given; the answer was yes. In addition, questions were posed regarding the students that opted not to participate in optional tours; Ms. Gately reviewed various plans and possible schedules during this time. Mrs. Lynch suggested and recommended that Ms. Gately contact the referrals the tour group supplied personally. Mr. Geary feels although she has a good plan and is heading in the right direction, they feel the committee needs to see a little more detail before they approve the trip. Mr. Ferron asked the information be sent to him and he will distribute it to the Committee as a whole at the next meeting.

Report of the Superintendent Events and Updates

In light of the busy time of the holidays, homework free Tuesdays have kicked in for the elementary schools. The middle and high schools will start next week. Tomorrow is open house for the eighth graders at the high school. All are welcome to attend. Football team will be playing in the Division III Super Bowl this Saturday at 11:15am. Mr. Ferron said that it has been a tremendous season for the team as well as their coaches, who represented the town with pride and dignity both on and off the field.

The Musical production of the Adventures of Flat Stanley is this Friday and Saturday at the high school, 7pm. The Lions club speech contests held earlier this month. The winner of the competition was Sierra Littleale. She will be moving forward in the competition. Check school calendar for the dozens events that are coming up.

SEPAC – Special Education Parent Advisory Council. Presentation by Sue Scanlon and Michelle Gardner. A slide show was presented. The women spoke about the group becoming more formal and explained in detail the structure, planning, workshops and events for the future. They emphasized that the organization is open to everyone. Monthly meetings will be held and they are also looking to improve the communication with their members as well as potential members. Bi-Laws will be posted on a revamped website that they are working on. Mr. Geary suggested that the committee create a template of what the School Committee wants to see from the Council, and would like them to work with Ms. Booker, a member of SEPAC. At this time Booker is not an official liason for the Committee. Mr. Ferron and Mrs. Booker have spoken about the possibility of creating a subcommittee and have some great ideas to put something together regarding this. Hanover has a great relationship with SEPAC and look forward to working even more closely with them. Mrs. Corbo commended both of the women for the service they are providing and the time they are putting into this. Mr. Geary requested an update be brought to the next meeting of the School Committee for possible Action Item on the agenda.

Ms. Jae Picard, a parent, questioned whether or not they are an independent group, in which the answer was no. Every district has a SEPAC group and that they follow the Mass. General Laws. She agrees that building bridges between the school department and SEPAC group is important and thanked them.

Center School Update. Mrs. Corbo gave an update regarding the progress. There is a lot of behind the scenes things happening. Working toward getting bids and basic testing. Hopefully it will continue to be smooth sailing.

Report of the Finance Department – Presented by Dr. Raab

Donations presented by Dr. Raab

Bay State Textiles, Commonwealth Ed Insurance, Mass Cultural Council, Shaw's Supermarkets, Cedar School PTA, totaling \$11,035.75 in donations this cycle.

Motion by Lynch to approve \$11,035.75 as presented this evening. The motion seconded by Booker. The vote carried unanimously.

Minimum Wage Increase-

Review of final phase of minimum wage increase to \$11.00 per hour, which will be effective January 1, 2017.

Motion by Lynch to a mandatory motion to increase the minimum wage increase on January 1, 2017 as presented. The motion seconded by Booker. The vote carried unanimously.

FY18 Budget Development Timeline –

Dr. Raab reviewed the timeline of the FY 18 budget and preliminary projections although he feels that they are in very good shape at this point. Mr. Ferron felt the amount of time that has been put in by Tom, the leadership team, and principals puts them in very good shape in planning and preparation. Mr. Geary agreed that the process Dr. Raab has instilled has made it tolerable, efficient and commends his work. Budget 1.0 will be presented during the January 18th meeting.

FY18 Budget 1.0 Preview –

For all intents and purposes this will be a level service budget. All contracts are settled for FY18, therefore there are no negotiations necessary for this upcoming year, which makes it easier going into budget preparation. A couple of changes that were pointed out were the data manager position which has been vacated and Dr. Raab's current plan is to not fill the position. The plan is to channel the remaining salary into technology to meet the needs of the district. The salary was reallocated and added \$25,000.00 to the technology line to bring it to \$100,000.00 for next year. There are a growing number of ELL students and as a result of the most recent Compliance, the state is suggesting two full-time teachers. Total preliminary sub totals for proposed salaries is \$22,927,280.00. The sub total for expenses is \$5,181,011.00. A complete breakdown of the FY18 Working Draft Budget included as Appendix D. Mr. Ferron concurred with Dr. Raab regarding the need to enhance and improve the support with network and technology. Mrs. Corbo suggested that a conversation be held with Joan Port Farwell about the school department not having to absorb the cost of one time purchases such as technology as dictated by the town.

Report on Teaching and Learning

Assessment Report/PARC: Elementary & Middle School presented by Debbie St. Ives, along with Dan Birolini, Jane DeGrenier and Mike Oates. Mrs. St. Ives thanked everyone that helped put this information together. Countless hours were put forth to gather this information. This is the second year that Hanover has participated in PARCC and reviewed district wide results. Results included as Appendix E and E2.

Mrs. DeGrenier reviewed the Results within the Annual Assessment Report. She reviewed the percentages of scoring as well as growth percentages from 2013 – 2016, with a combination of MCAS and PARCC. Students with Disabilities were also reviewed for the same mentioned years as well, showing achievement levels and growth percentages. All students had the option of listening to the math portion of the testing which makes a big difference. It helped the students that struggle with reading answer the math question rather than being hindered with the reading.

Mr. Oates presented the District Level Actions as well as School Level Actions as specified on the slideshow presented. Discussion surrounded the Instructional Rounds Team, The Administrative Professional Development for Educator Evaluation, as well as a newly adopted "Ed Camps" program. Additionally he discussed the districtwide initiative that has been adopted labeled "Personal Professional Development" which is a Smart PD platform. Teachers are able to go online and see presentations in the surrounding area to find very specific valuable training. He highlighted the fact that the budget has been able to support initiatives that have been put into place. A new informal individual professional development that was initiated in the middle school and is becoming increasingly popular is called "pineappling". With this program teachers post what is being taught in their class on a particular day, and any fellow staff member is welcome to come in and silently observe their peers. Mr. Oates feels that this program will expand to all schools due to the fact that it is a great program for teachers to learn from one another.

Mr. Birolini presented the "What's Next" breakdown of the presentation, which included the Next Generation MCAS. Grades 3-8 will be allowed to take untimed assessment on line. Current MCAS will continue to be a graduation requirement. He thanked Mrs. St. Ives for the tremendous planning she has done with the Professional Development schedule and opportunities organized this year. Mr. Geary commended everyone on the dialogue and presentation given. He reviewed the way the results were being presented for those at home. He asked for further explanation and questioned the efficiency of the Ed Camps. Mrs. St. Ives further explained the Ed Camps and how it is being facilitated by other districts and that they were guided by the Department of Education. There are additional dates scheduled during the year and they welcomed the School Committee to visit and

view these camps. Mrs. Corbo commended the group for taking the results of the state mandated tests and working with them to better the students. She also asked if the principals felt the PARCC results are a true representation of the students or do they not adequately measure the students' achievement. Mrs. DeGrenier feels that in some instances they are, but they work on getting them to where they will need to be in the higher grades. Mrs. Corbo also wanted it noted that ELA and Math in 2015 Hanover outperformed every grade level in the state and felt it was worth mentioning. In addition to questions regarding some of the testing scores, Mrs. Miller thinks the Ed Camps are a very impressive program.

Action Items:

CAM Committee Representative Appointment- Steve Ryerson was recommended to be the representative for the School Committee for the CAM board. Pam Manning has previously been recommended and approved by the town to be a representative as well.

Motion by Lynch to appoint Steve Ryerson to the CAM committee. The motion seconded by Booker. The vote carried unanimously.

Public Comment: None presented.

The next School Committee meeting is set for January 4, 2017 at the High School. Expected on the agenda will be the FY18 Budget Update 1.0, the Superintendent Mid Cycle Progress Report, and the Monthly Budget Summary Report for FY17.

Motion by Lynch to adjourn at 9:43pm. The motion was seconded by Booker. The vote carried unanimously.

Respectfully Submitted

Lisa V. Keefe

Documents Used:

Donations	Appendix A
Minimum Wage Increase	Appendix B
FY'18 Budget Development Timeline	Appendix C
FY'18 Budget 1.0 Preview	Appendix D
Assessment Report/PARCC	Appendix E
HHS 2018 Puerto Rico Field Trip	Appendix F