

Hanover School Committee Meeting Minutes  
September 10, 2014  
Hanover High School

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

**Also Present:** Matthew Ferron, Deb St. Ives, Tom Raab, Matthew Paquette, Adam Colantuoni, Jane DeGrenier & Michael Oates

**Call to Order:** Meeting was called to order by 7:00 pm by Vice Chairman Geary.

**Public Comments:** None presented.

**Approval of Minutes:**

Motion by Philips to approve the meeting minutes of August 27, 2014 as written. The motion was seconded by Lynch. The Motion carried unanimously.

**Report of Superintendent:**

Finalization of Superintendent Evaluation

- Things that were added: Adding individual comments to the document, formalize the document with additional table of contents, description of the process and timeline, change on the scoring system was rectified to show score out of 100%, so new score is 89/100 for the Superintendent
- Motion by Phillips to approve the Superintendent's Evaluation for FY13-14. The motion was seconded by Lynch. Roll Call Vote; John Geary-yes, Michael Phillips-yes, Ruth Lynch-yes, Kimberly Booker- yes. The motion passed unanimously.

Opening of School Reports

- Pre-K report- Very few tears as of so far, on day 2. Both programs are in the same building which is leading to better collaboration for planning
- Parent Connection Series will begin at Cedar 6:30-8pm. Dates are TBD each month
- Kindergarten is on day 3- kids have been to a few specialists already, which they love; Teachers are participating in the math pilot; Kids love bus and lunch room
- Transportation: consolidation has provided some challenges;
  - o High School- 71 students riding buses, but biggest issue is getting kids to school on time- today they arrived on time. Also, having an issue getting the buses dismissed on time, which affects the elementary buses as well
  - o Middle School- buses are very full, at 90% capacity – morning drop off has gone fine, afternoon leaving has gone well and everyone leaves at the same time
  - o Elementary School- 2 buses that go from HS to Center/Sylvester and Cedar-looking to get those on time. Cedar issue is that all routes are longer than last year
    - Question by Mr. Geary- Are we going to hear more challenges or are we working towards solutions? Response by Dr. Raab that we are working towards solutions
- Middle School- one schedule has been great so far- interactions between teachers and students at the end of the day is great- it's starting to all come together and we are off to a strong start

- High School- Opening day assembly, met with each grade and reinforced the message about mutual respect with each other and the community- the spirit and compassion of the students came together to shut down a social app that was having some negative impact
- Moving forward with Center/Sylvester building project- town attorney is reviewing it now and will go to board meeting of MSBA on September 24, 2014 where we hope they will approve it for a formal feasibility process

#### Updates and Events

- Curriculum Nights- grades 5 & 6 will be September 16, 2014; Grades 7 & 8 will be September 18, 2014
- Cedar & Center/Sylvester Curriculum Nights will be September 17, 2014
- High School Curriculum Night will be September 23, 2014
- Center School PTA ice cream social will be on Friday, September 12, 2014
- Also this Friday is Cedar Family Fun Fest
- Grade 5 & 6 Social will be September 25, 2014
- Grade 7 & 8 Dance will be September 26, 2014

#### Superintendent Goals (Drafts)

- Derived from objectives of long/short term goals of strategic plan
- 6 Goals- 1 goal for each objective area from strategic plan
- Teaching & Learning- Vision 2020 development- get through pilot programs, evaluate and make recommendation by the spring in K-8 Math
- Human Capital Goal- how we can be a collaborative and supportive environment especially in evaluations- continue the work we started this year and meet state requirements and local HTA requirements
- Funding Goal- funding of K-8 Math Curriculum – how will we finance these measures
- Community Engagement Goal- increase enrichment opportunities and activities and increase family participation –may work with cable access to increase public relations and enrichment
- School Safety- going forward with ALICE training- administrators have been trained- October 14<sup>th</sup> is a full day PD and all staff will be trained that day – follow up in how we practice and prepare our students if age appropriate
- Superintendent Induction Program- In year 2 and will continue to work with his Coach and other Superintendents around the state
- Mr. Geary would like the Committee members to review the goals and schedule time with the Superintendent to discuss and give any feedback

#### **Report of Finance Department:**

##### Revolving Account Reports

- Revolving accounts are separate from school budget with a beginning and ending balance- this in and FY14 summary of receipts and expenses in each account in Hanover
- Dr. Raab would like to give quarterly reports from this point forward
- Lunch Program beginning balance \$39,600. Receipts \$897,800 with payroll \$457,890 and Expenses \$412,760. The ending balance is \$66,832.00
- Athletic Revolving- ending balance is \$43,675.00

-If you look at Cedar, Center & Middle School Before/After- MS has a negative balance which we were aware of- however if you look at the program as a whole- the Overall balance is \$23,463.63

- Rest of the FACE program- overall balance is \$27,549.98

- All of the accounts will be managed together in the future

- Center & Cedar Pre School Revolving accounts have been combined into the Cedar Revolving Account

- Student Assistance Program-will look into that program to determine what we can do with the money

- Sped Revolving Account is healthy at \$27,724

- PTA money goes into individual school accounts with receipts and expenses- anything leftover is at discretion of principal

- Other Gifts and Grants are separated out under donations for each meeting

-Systemwide Other Gifts includes \$51,712.21, which are the total receipts from the k-8 fundraiser from last spring

- Comment by Ms. Lynch- 2 biggest are lunch and athletic- most people are wondering about athletic revenues-Would like to see Fall/Winter/Spring breakdown of user fees and receipts- would be helpful for the community to see. Also under Expenses- would be helpful to break down those as well

#### Donations

- \$12,681.02 in donations for this week

- Motion by Phillips to approve donations in the amount of \$12,681.02 as listed. The motion was seconded by Lynch. The motion carried unanimously.

#### **Report on Teaching & Learning:**

##### Vision 2020 Report

- Worked closely with Pearson Publishers to get materials on site
- Teachers have received pilot training and got to try out some of the lessons from each program
- Looking to do site visits of towns who have used the program
- In November, doing follow up training for each group
- Parents of students in pilot classrooms will receive information at curriculum night
- Committee has done outstanding work collaborating throughout the district
- Mr. Geary would like Ms. St. Ives to provide some times that may be appropriate for the School Committee to observe some of these programs to learn about them further, as she sees fit
- Question by Mr. Phillips- do we have a sense of the budget needed for this program? Response by Ms. St. Ives that we have been selective in choosing the materials that include enrichment and intervention for students. She did receive an itemized list of the cost of the materials but was able to pilot the program for no cost. She is working on putting together of a lists of costs but it's too early to put a number on it.

**ACTION ITEMS:** None.

**Public Comments:** None.

Mr. Ferron noted that we may need an executive session in regards to a contract issue at the next meeting. Would like to begin executive session at 6:30 and then do the open meeting at 7:00pm.

Motion by Phillips to adjourn at 8:10 p.m. The motion was seconded by Lynch. The motion carried unanimously.

Respectfully Submitted

Andrea Holmes  
9/18/14

Documents Used:  
Minutes 8-27-14  
Revolving Account Report FY14 (9/5/14)  
Donations 9/10/14  
Vision 2020 Update (8/8/14)