

Hanover School Committee Meeting Minutes
August 24, 2016
Hanover High School

Present: John Geary, Ruth Lynch, and Kimberly Booker

Absent: Libby Corbo and Leah Miller

Also Present: Matthew Ferron, Thomas Raab, Debbie St. Ives, Joan Woodward, Matthew Paquette, Matt Plummer, Andrew Mahoney

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

Public Comment: None presented.

Approval of Minutes:

- The January 20, 2016 executive session minutes were tabled until the next meeting.
- Motion by Lynch to approve the June 22, 2016 general meeting minutes. The motion was seconded by Booker. The motion carried unanimously.

Report of the Superintendent

Events and Updates

- A plan to educate the community on the Center/Sylvester Building Project is being developed and will be publicized in the upcoming weeks.

Charter School Cap – presented by Mr. Mahoney, HTA President & Brendan Sharkey, MTA

- Question 2 on the ballot for November 8th is whether or not to raise the current cap on the number of charter schools allowed in Massachusetts.
- The current cap is 72 charter schools and in a 10-year period it could increase to 192, if the cap were raised.
- There are 29 students from Hanover that currently attend charter schools. Hanover loses funding, students, and engaged parents when a student attends a charter school.
- In 2015-2016 Hanover Schools lost \$322,000 in funding, next year's projection is \$333,000.
- Charter schools are private run businesses funded with taxpayer money.
- Many School Committees across the state have passed resolutions in support of keeping the cap. Committees cannot take a position on the ballot question itself.
- Mr. Geary commented they are not in a position to pass a resolution this evening because the full Committee is not present but the topic will be revisited at an upcoming meeting.
- Ms. Booker questioned if research has been done to see if charter schools do a better job at providing for students who have certain needs. Mr. Stuckey responded he has not researched this.
- Mr. Geary asked what the timeline would be to pass a resolution? Mr. Mahoney responded the sooner the better.
- Ms. Lynch questioned how likely it is that this question will pass? Mr. Stuckey responded that right now he feels it could go either way.

Opening of School Preview

- Convocation to welcome teachers back is September 1st and the administration team has been hard at work planning for the upcoming year.

Superintendent's 2016-2017 Goals Draft 3.0

- Draft 3.0 of the Superintendent's Goals includes feedback from the Committee.
- Goal 1 was amended to include looking at opportunities at the middle school level including a Junior AP program, National Junior Honors Society and offering classes to middle school students for high school credit.
- Goal 2 has not been changed since draft 2.0.
- The goal to develop a partnership with the Special Needs Athletic Partnership has not been changed but now falls under the Director of Student Services goals and oversight.
- Goal 3 is to develop a more formalized partnership between the SEPAC, School Committee and District Administration.
- Ms. Lynch asked if there would be a School Committee liaison attending SEPAC leadership meetings? Mr. Ferron responded that yes, Ms. Booker has committed to be the liaison.
- Ms. Booker responded it's important for the Committee understands the SEPAC concerns so they can be addressed if needed.
- Mr. Geary asked what the rationale is for having a School Committee member attend the SEPAC meetings if SEPAC are an advisor to the Committee. Mr. Ferron responded it's for efficient communication. If there were concerns and challenges it would be better to solve them at that level and not in a public forum.
- Ms. Lynch asked if there are other groups where the Committee sends a member? Ms. Booker responded yes the Building Committee. Mr. Ferron responded it's a statutory rule that they are an advisor to the School Committee. We also have a Cable Board rep and a North River Collaborative rep. Ms. Lynch stated she thought it was Director of Student Services role to report back to the Committee.
- Goal 4 was amended to change language so the goal is about educating and advocating for the Center School Building Project.
- Mr. Geary commented that any future project could be inserted into this goal going forward.
- Special education goals for the Director of Student Services include developing the partnership with Hanover SNAP, creating a strong leadership team at each of the schools, information management by maximizing tools such as Aspen, and 100% compliance.
- Absent committee members have spoken with Mr. Ferron about his goals and Dr. Raab regarding the budget prior to this evening.

Motion by Lynch to approve draft 3.0 of the Superintendent's Goals for 2016-2017. The motion was seconded by Booker. The motion carried unanimously.

School Resource Officer Report – Presented by Mr. Galligan, Chief Sweeney & Officer John

- It has been a very successful first year with an SRO and students now have another resource and mentor.
- Officer John's triad role of teacher, counselor and law enforcement has been evaluated in both formal and informal settings throughout the year.
- He has effectively scheduled his time between all schools, the administrative building and before/after school programs.
- Continuity in response to school issues and the fact that the police have been called into schools fewer times this past year have been positive outcomes.
- Officer John continues to be involved in safety and ALICE trainings with school staff.
- He has attended specialized training with leaders from other communities to discuss common issues and best practices.
- The main objective for next year is to have Officer John involved more in the classroom.
- The number of occasions where Officer John was involved was presented by category, including: conflict, counseling, education, events, family issues, meetings, MOU, police reports, safety, and training. There was more positive involvement than negative.
- SRO involvement was split 27% Counselor, 32% Teacher, and 41% Police Officer.

- Mr. Galligan presented Objective 5: Safety and Security from the Strategic Objectives.
- Initiative 1 is new and involves SRO integration into the classroom at all levels.
- Initiative 2 has been updated to include trainer recertification for administrators for ALICE, classrooms visits to review ALICE response options and non-active shooter safety response.
- Initiative 3 is new and includes student education around bus, bike and car safety.
- Mr. Geary suggested that the district think about bike training for all students, including older students and to consider education on what a career in public safety means.
- Mr. Geary asked if the classroom aspect for next year will be grade based, need based, or where the concentration? Chief Sweeney responded it would be based on need. Part of the vision is to get into the history classes to give practical experience to lessons.
- Ms. Lynch commented that the relationship being built with students goes beyond school.
- Ms. Lynch asked if there is a way to determine if the number of overall high school age arrests has decreased? Officer John responded that the statistics presented don't include anything outside of school in terms of arrests.
- The Committee thanked Officer John for what he has done over the year and for his positive impact on the schools.
- Ms. Jae Picard commented that her family received a visit from Officer Mike to complement her daughter on the paper she wrote about him. She suggested that Officer John visit new families in Hanover to welcome them.

Finance Department – presented by Dr. Raab

Donations

- List of year-end FY16 Donations through June 30, 2016 was presented.
- Total donations for FY16 were \$142,000.
- List of FY17 Donations through August 24, 2016 was presented.

Motion by Lynch to accept \$9,428.25 in FY16 donations. The motion was seconded by Booker. The motion carried with a majority vote.

Motion by Lynch to accept \$1,333.22 in FY17 donations. The motion was seconded by Booker. The motion carried with a majority vote.

FY17 Budget Update

- Dr. Raab presented a summary of changes to the FY17 budget since the Committee budget vote in March.
- Expenses for several new out-of-district placements as well as a need for additional support staff to meet IEP requirements for kindergarten placements and transitions between buildings have unexpectedly affected the budget.
- The total additional expenses total \$595,000.
- Funds will be transferred from available revolving accounts, the hiring of previously budgeted new staff was put on hold, additional federal grant funding, and Circuit Breaker funds that were rolled over from FY16 will be used to cover the unanticipated expenses.
- The Town Manager has agreed to put forward warrant article at the special town meeting for Chapter 70 funding for approximately \$140,000. He is fully aware of the situation and supports the school department.
- A detailed budget update will be presented on September 14, 2016.

Report on Teaching and Learning: District Strategic Objectives

- Many of the initiatives are ongoing from last year; changes and additions were highlighted under each objective.

Objective 1- Teaching & Learning

- Initiative 1- To align and implement curriculum with Common Core and Massachusetts Frameworks
- Amended to include the Massachusetts Curriculum Frameworks for science to align with recent changes to the science standards.
- Initiative 4- To sustain a comprehensive assessment system
- Amended to include aligning universal benchmark screenings in accordance with the Massachusetts Tiered System of Supports.
- Alignment of assessments to ensure we are not over-assessing students.
- Mr. Geary asked if this should be it's own initiative? Ms. St. Ives would like to leave it for now and challenge the staff to take this on this year.
- Initiative 5- Increase the effectiveness of Professional Development
- New action for rollout of the SmartPD tool to enhance PD opportunities for staff. This could potentially become a revenue stream if we offer courses to other districts.

Objective 2- Human Capital

- There are minimal changes to this objective as there has been little turnover and positive relationships have been built and will be maintained.
- Initiative 2 is new this year - Enhance and advance the town-wide human resource department.
- Ms. Lynch suggested removing actions of "Listen" and "Say thank you" in Initiative 3.

Objective 3- Sustainable Funding

- Initiative 2- To promote a long-term plan for sustainable technology resources
- Action added to strategize with key decision makers on short-term opportunities and multi-year needs to bring all recurring technology expenses under the schools operating budget.
- Initiative 4- is a new this year - Develop and sustain funding to support ongoing maintenance of equipment for the Food Service program.
- Food services and facilities departments will evaluate equipment replacement needs and replace where necessary. Food Service Director will also evaluate current food costs.

Objective 4- Community Engagement

- Initiative 3- Increase attendance at cultural events and increase community pride
- New action includes incorporating school groups' merchandise in the online school store.
- Ms. Lawrence will work with school groups on how they sell merchandise and how the existing online platform can assist them.
- Initiative 4- Enhance consistent two-way communication with families and the community
- New action of creating "how-to" tutorials for parents for more effective use of Aspen.
- Initiative 5- Evaluate interest levels resources and partner to increase enrichment offerings
- Additional action of adding field hockey and volleyball at the middle school level as extracurricular activities.
- Additional action to look at increasing opportunities in the arts and recruit teachers and community members to lead activities.
- Initiative #6 is new - The Office of Family and Community Engagement will create an efficient and streamlined way to promote and track community service for students.

Objective 5- Safety & Security

- Changes and additions were presented as part of the School Resource Officer Report.
- Mr. Geary publicly endorsed the objectives on behalf of the Committee.

School Improvement Plan Update

- School Improvement plans will be presented to the Committee on September 28th.
- They will be presented by level and will contain two universal goals and two goals specific by level.
- The plans will be sent to the Committee a week prior to the presentation, after they have been reviewed with respective school councils.

Action Items:**2016-2017 Home School Approvals – presented by Mrs. St. Ives**

- There are 8 families requesting approval to home school their children for the 2016-2017 school year. Three family requests are new for the upcoming school year, and five are renewal requests for a total 16 students.
- Ms. Lynch commented there are no high school students home schooled; do you expect the 8th graders to go to HHS next year? Is there any history? Ms. St Ives responded that there is no history since she has been here.

Motion by Lynch to approve the 8 home school requests as presented. The motion was seconded by Booker. The motion carried unanimously.

FY17 Student Activity Account Reauthorization – presented by Dr. Raab

- It was recommended during an audit that the Committee reauthorize the student activity accounts annually.
- The auditors also recommended that the Committee increase the authorized limit for each schools checking account.
- A list of accounts and funds was presented for each school.

Motion by Lynch to reauthorize the Student Activity Accounts for 2016-2017 as presented. The motion was seconded by Booker. The motion carried unanimously.

Motion by Lynch to increase the checking account limits for the high and middle schools from \$4,000 to \$6,000 and the Cedar and Center/Sylvester limits from \$2,500 to \$3,000. The motion was seconded by Booker. The motion carried unanimously.

Ms. Lynch requested data showing how many Hanover students are enrolled in private high schools. Mr. Ferron stated Tom would provide that information to the Committee.

Next meeting is scheduled for September 14, 2016 at 7:00 p.m. at the High School.

Motion to adjourn the meeting at 9:19 p.m. by Lynch. The motion was seconded by Booker. Motion carried with a majority vote.

Respectfully Submitted

Rachael O'Callaghan

Documents Used:

Charter School Cap Presentation

Superintendent's 2016-2017 Goals Draft 3.0

School Resource Officer Report

Donations (FY16 Year End and FY17 YTD)

District Strategic Objectives

2016-2017 Home School Requests

FY17 Student Activity Account Authorization Memo & Account Detail