

Hanover School Committee Meeting Minutes  
March 23, 2016  
Hanover High School

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

**Also Present:** Matthew Ferron, Dr. Thomas Raab, Deb St. Ives, Joan Woodward, Matthew Paquette, Matthew Plummer, Anne Logan, and Scott Hutchison

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

**Hanover School Committee Student Recognition Ceremony**

- Awards were presented to Sierra Little-Gill and Alexis Perry for being named winner and runner-up, respectively, at the High School Poetry Out Loud Competition.
- Both recipients recited one of their poems for the Committee.

**Public Comment:** None presented.

**Approval of Minutes:**

- Motion by Lynch to approve the minutes of March 2, 2016 as written. The motion was seconded by Phillips. The motion passed with a majority with abstention by Booker.

**Public Hearing on the FY 2017 School Department Budget**

- Dr. Raab presented an overview of the FY 2017 School Department Budget.
- Bottom line of the budget remains unchanged, with a total of \$25,765,115; \$21,983,671 in salaries and \$3,781,444 in expenses.
- There was a small calculation error of \$5,000 in total expenses. This error was corrected with an increased fuel de-escalation credit due to lower gas prices; the estimated credit was increased by \$5,000 allowing the bottom line to remain the same.
- Budget 4.0 maintains current programming and previously discussed staff additions.
- We will be watching special education and Kindergarten enrollment carefully.
- Dr. Raab recommends a vote on the \$25,765,115.
- Question by Corbo – are we confident with staffing numbers and with number of teachers? Response by Ferron – we are comfortable with staffing and we will maintain class sizes at all levels as recommended by Committee.
- Motion by Lynch to approve the FY 2017 School Department Budget as presented. The motion was seconded by Phillips. Motion passed unanimously.

**Report of Superintendent**

**Updates and Events:**

- The High School Boys Hockey team won the Division III State Championship.
- We will get them to a meeting in the near future to be recognized by the Committee. Congratulations to the team.
- You have been provided data around 8<sup>th</sup> grade attrition rates and you can see that over the last couple of years we have had fewer 8<sup>th</sup> grade students leaving to go to other schools, they are staying in Hanover.

- Question by Geary – Does it take into consideration families that move out of town?  
Response by Ferron – This data shows if you are at HMS in 8<sup>th</sup> and are in 9<sup>th</sup> grade at HHS so it would include the small number of those.
- We can assume there must be some correlation to the great things going on at HHS.
- Comment by Lynch – people are starting to trust the school system and understand that if your child works hard they can get into any school. It would be wonderful if it was 2%, but choices are made because of family history for a specific school, sports, or student choice. I think it's a wonderful trend. Staff at HMS, elementary and HHS should be commended because this is a district achievement.
- Superintendent Evaluation process schedule was sent out to the Committee for approval.
- Comments by Geary – Last year we decided to change the evaluation timeline so that it would be reflective of all five sitting committee members.
- We have until April 27<sup>th</sup> to complete this process and we will have to vote on the summative evaluation at our April 27<sup>th</sup> meeting.
- The Superintendent has provided his self-evaluation and results of a leadership survey as evidence for the evaluation.
- Date for our vote is in line with new evaluation policy, 2 weeks prior to Town Election.
- Friday, April 1<sup>st</sup> individual evaluations are due to Chairman Geary.
- The Committee agreed to move forward with the timeline.
- Once the summative evaluation is approved, the summative, along with individual evaluations will become public and will be posted online.
- Question by Lynch – This was done in the past? Response by Ferron – yes.
- Question by Lynch - The draft will be discussed publicly? That is a change correct?  
Response by Corbo – yes we discussed it to make it final. Response by Phillips – it just wasn't split over two meetings last year. Response by Booker – if everyone agrees at the April 6<sup>th</sup> meeting, we can take a vote to approve if no revisions.
- Ferron – any questions the committee has, they should reach out to me.
- Comment by Booker – I think that is great to sit and talk to the Superintendent about his evaluation, it allows you to make an informed evaluation.

#### **Center/Sylvester Building Project Update – presented by Ms. Corbo**

- We met with the MSBA in Boston and presented our final design and talked about our educational plan and they were supportive of everything.
- March 30<sup>th</sup> is the Board Meeting, which with approval will move us to Module 4, the schematic design process.
- The Board of Selectmen has formed a committee to study repurposing Sylvester. They are looking for community members, School Committee members to join this study committee. Reach out to Town Manager for information or join that committee.

#### **HPTA Middle School Brick Project Update – presented by Ms. Anne Logan, HPTA**

- This is a 5-year strategy that started last spring and will continue for the next 4 years.
- Net raised for HMS to date is \$4,600 and is being used for technology purchases at HMS.
- The HPTA goal is to sell 200 bricks between April 1<sup>st</sup> and May 31<sup>st</sup>.
- Hanover PTA is setting up a website to hopefully allow for online donations
- Question by Corbo – Where the bricks are at the Middle School, can you put a sign up about the sales? Response by Ms. Logan – there is a sign there now.
- Comment by Corbo – this is such a great idea, it has raised a lot of money and there is now a cute patio for kids to sit at.

- A lot of people were involved and we are happy to hear people like it

**“State of Athletics” Report – presented by Mr. Hutchison, Athletic Director**

- This year to date has been excellent for HHS athletics.
- Golf, Field Hockey, Football, Girls Basketball were all Patriot League Champions.
- Girls hockey was South Eastern Massachusetts Girls Hockey League Champions.
- Field Hockey was Division II South Champions, which is best season to date.
- Boys hockey took home the Division III state championship. Fantastic community event with families and alumni in attendance. Those young men worked very hard.
- Girls basketball was undefeated in the regular season 20-0.
- Wrestling had highest number of dual victories in school history.
- All winter teams that could qualify for team tournament did.
- MIAA presented Academic Excellence Awards based on GPAs, 16 out of 17 Hanover teams earned this award in the fall, and 14 out of 15 for winter.
- Boys soccer earned MIAA Educational Achievement Award for community service.
- Stephanie Flynn and Hayley Wardwell scored 1000 points basketball. Colin Boutin continued on to States for wrestling.
- Many League MVPs from Hanover across all sports.
- National Letter of Intent signings for Brielle Prouty who will play lacrosse at High Point and Chachi Smigliani who will play lacrosse at Bryant. Stephanie Flynn signed a “likely” letter to play basketball at Columbia.
- Judy Schneider had her 500<sup>th</sup> win in field hockey and was D2 *Boston Globe* coach of the year. She also won the Distinguished Service Award.
- Coach Landolfi and Coach Abban were Coaches of the Year for football and boys hockey.
- Coaches Bob Egan and Steve Rodday received the MIAA Educational Athletics Achievement Award for leadership and community service/leadership, respectively.
- We have many supportive community partners: McGee Toyota, Avitable Fine Jewelers, Flaherty Insurance, PV BathWorks, and AP Insurance.
- There is a wonderful partnership with HYAA where youth came to HHS games, and HHS athletes went to youth games.
- We have a great partnership with Facilities, DPW and Town Manager, Troy Clarkson.
- Projected FY16 user fee revenue is \$164,815. This includes the reduction in user fees last year.
- We have increased attendance at all events and we continue to gain sponsorships.
- Projected donations and gate receipt revenue is \$64,258.
- Sound improvements will be made on turf field and in the gym. We are adding a safety net at end of the turf field. Scoreboards for baseball/softball fields will be installed in time for the season.
- Piloting a program with Marathon Sports with a strength and conditioning coach that is here 4 days a week working with athletes.
- We are working with the HYAA on a new press box. We are creating a Hall of Fame. We are adding a dance team next year. We want to continue the strength coach next year.
- Many thanks to student athletes, HHS Sports Boosters, staff, parents & community, Town Departments, Youth Organizations and local sponsors and businesses.
- Some games were free for students thanks to our sponsors.
- Question by Geary – thank you to the community that allows students to attend games free of charge. If you introduce a women’s team, do you have to introduce a men’s team to keep number the same? Response by Hutchison – no, if we don’t have an

offering you can try out for a sport you are interested in. They do not have to be the same.

- Question by Geary –If an athlete is cut from a team, do they pay user fee before or after being placed on the roster? Response by Hutchison – they are not required to pay the user fee until after they are on the roster. If they are cut, they have been refunded in the past if they had already paid.
- Comment by Geary – We talk a lot about the cost to purchase, but we don't talk about cost to maintain. I would like to see a long term plan for maintaining turf, scoreboards, equipment, etc. We need to show the community that if we are earning more than projected, and user fees aren't decreasing, what the money is being spent on and the forecast for spending. Response by Hutchison – I will include that in future presentations.
- Question by Phillips – Is the increased revenue from mainly donations, gate receipts or a mix? Response by Hutchison – it is a little of both. Stands have been packed. Boosters have run some great events that generate a lot of revenue. They in turn reach out to coaches to fun needs.
- Comment by Phillips – I commend you on increased and improved communication to the community. It will definitely increase attendance.
- Question by Lynch – Excellent and thorough presentation with a lot of information. I like to see the academic achievements not only athletic. What spring sport provides revenue to the revolving account for \$5,000? Response by Hutchison – It is sponsorship renewals.
- Comment by Lynch – I would love to see how many kids play each sport in the next presentation. Also, if you could come up with the percent of students who play sports. Response by Hutchison – In the fall it was about 50% that participated in sports. It's a testament to everything going on in schools and community. A lot started when Mr. Ferron started and would like to thank him and ask him to keep up the good work.
- Comment by Geary – You have done an excellent job rebuilding this athletic community. I stopped by a baseball practice the other day and I commend the school community for having 3 administrators on the field for first day of practice to see what is going on outside the classroom. I commend Scott for becoming another trusted adult for these athletes. You have all created something great.

### **Finance Department – presented by Dr. Raab**

#### **Donations**

- Dr. Raab read list of donations.

Motion by Lynch to accept donations in the amount of \$5,175.50. The motion was seconded by Phillips. The motion carried unanimously.

### **Food Service Policy – presented by Dr. Raab**

- Recommending approval of a Food Safety Program Policy.
- These procedures under the Hazard Analysis and Critical Control Point principles have been followed since the law was enacted in 2005, but the Committee hasn't formally approved a policy.
- Question by Booker – This policy is regarding allergy and cross contamination correct? If a parent had a concern whom do they contact? Response by Dr. Raab – contact school administration first or Lynn Petrowski who will review labels with parents. Ferron – if there is any concern with your student and an allergy, please contact school administration right away.

- Question by Lynch - Is there a policy about food being brought into the schools from home? Response by Raab – I will need to check if there is a formal policy. We are very careful and kitchens are peanut free.
- Motion by Lynch to approve the Food Safety policy. The motion was seconded by Phillips. Motion passed unanimously.

**Report on Teaching and Learning: HHS *Program of Studies* – presented by Mr. Paquette, Mr. Plummer**

- A Summary of Changes was presented for 2016-2017.
- Some minor changes were made such as dates, names and there are minor language updates to several courses for clarification.
- The rubric language was updated and follows our School Improvement Plan. We will begin charting student achievement according to the rubric.
- Teachers are available for 20 minutes for test and quiz makeup after school in accordance with new teacher contract.
- Addition of Drama 2 Honors to build in Drama Festival into curriculum.
- Removed US Government and Politics course due to low enrollment
- Removed Math Strategies and Biology Strategies courses because they were for students who didn't pass MCAS. We have so few students who don't pass MCAS; we didn't need to have a dedicated course.
- Removed Integrated Algebra and Geometry. These were old courses from when we were aligning K-12 math.
- Removed Probability & Statistics 2 and AP Statistics due to low enrollment. AP Stats is offered through our Virtual High School.
- Addition of Chemistry 2 as a point of equity, we did not have a level 2 science.
- Addition of Physics Honors, to align with curriculum. This is for students who didn't want to take college prep or AP physics.
- Addition of Robotics course due to a large number of students who are interested in robotics. We may have one less section of Game Design so the teacher can teach this.
- Removed AP Music Theory due to low enrollment.
- Removed Digital Music Production due to low enrollment.
- Broadcast Journalism course description was completely re-written to separate it from Video Production. Broadcast Journalism is television based.
- We have renumbered all courses so they are sequential.
- Question by Geary – Under Course Selections and Changes. When you create this every year, and make it public, what is the timeline for students to choose courses and to get confirmation about their courses? Response by Paquette – it's fluid especially this year because we are trying to get course selections done sooner. Geary – What expectations are set for parents as far as timeline to select, drop or add a course. Response by Plummer – That language about students changing their mind after school has started.
- HMS just closed Term 2 so teachers are putting in recommendations for incoming 9<sup>th</sup> grade. Guidance will be going to HMS to explain to 8<sup>th</sup> grade the process they have a video. Parents are invited in one day to go through the process as well. Counselor sits with students each year to discuss what is being taken and discussion with parents. Geary – So March, April, May? Plummer yes. Teachers make recommendations after term 2 and we ask students to start looking at *Program of Studies*. We'd like to have master schedule in teachers and students hands by June.

- Question by Lynch – charts need to reflect courses that have been added or deleted. Phrase “Beginning with class of 2016...” is still there. Page 26 – courses that weren’t italicized have been fixed? Response by Paquette – yes.
- Comment by Lynch – The question is often asked what is the difference between level 1 and level 2? It is good to list books in description to show parents and students what the differences are. English 11 Honors – those have been fixed? Paquette – yes. Lynch - The book is extremely well written and creates a tone that staff is available to offer students and parents advice, encouragement, and help. When a family is looking to move in to a town or which high school a child will attend, they look to the *Program of Studies* to see what is offered, AP course offerings. Paquette – thank you for your input.
- Geary – thank you Ruth for your input and for spending time with Mr. Paquette on this.
- Jae Picard – What are your priorities or when do financial priorities kick in. Are you thinking purely academics, staffing levels, and budgetary when you are writing this? Response by Paquette - that is why it is so difficult because you have to keep it all in mind when updating. Picard – I saw a lot of deletions of course. What is net delta for adds and deletes? Response by Plummer – There are certainly more deletions than additions primarily because a lot of courses from 2004 had never been attended, and data wasn’t clean up. I challenged engineering teachers to increase female enrollment in shop. They have worked PD time to get more females interested in engineering, building, producing, and coding. Teachers have been taking courses and workshops about it. We will be back in 12 months showing what the interest is. It’s an ongoing process and is really the heart of what academics are about.
- Question by Lynch – 3-4 students in foreign language AP are sitting in class with Honors, and teachers is differentiating instruction? Response by Paquette – yes. It’s not ideal. Lynch – Say if you go to level 5 foreign language it’s AP or nothing. Its killing AP foreign language numbers. Paquette – we have discussed and haven’t solved just yet, but we have some ideas and would love to present to you when we finalize it.
- Question by Corbo - How is enrollment in Virtual HS? Response by Paquette - it is filled to capacity. Corbo – That is fabulous. How many courses and how many slots? Paquette – Hundreds of courses and 100 slots right now, but we would love to see that expand. Corbo - there are alternative ways to offer courses when it’s not beneficial to offer as live class. Plummer – we may require one Virtual HS course for graduation so they are prepared for college.

Motion by Lynch to approve the 2016-2017 HHS Program of Studies as presented, considering small page and course number changes. Seconded by Phillips. Motion passed unanimously.

**Action Items:** None.

**Public Comments:** None presented

Motion to adjourn by Lynch at 8:33 pm. The motion was seconded by Phillips. The motion carried unanimously.

Respectfully Submitted

Rachael O’Callaghan

Documents Used:

FY 2017 Budget 4.0 Memorandum

HMS Brick Program Update

State of Athletics Presentation

Donations

Food Safety Memo and Policy

2016-2017 High School *Program of Studies*