

Hanover School Committee Meeting Minutes
August 27, 2014
Hanover High School

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

Also Present: Matthew Ferron, Deb St. Ives, Tom Raab, Brian Ciccolo

Call to Order: Meeting was called to order by 6:01 pm by Chairman Marriner.

Public Comments: None presented.

Approval of Minutes:

Motion by Geary to approve the meeting minutes of August 6, 2014 pending the changes of ALICE portion of the minutes. The motion was seconded by Phillips. The motion was approved by a majority vote with an abstention by Lynch.

Superintendent Evaluation for FY14

- Summative Review was presented by Mr. Marriner
- The Goals are divided into three parts in regards to specific district goals: 1. Professional Goals 2. Student Learning Goals and 3. District Improvement Goals
- All Goals were met
- The second component of the review is a four part evaluation of the Superintendent and his management team in four categories as follows: 1. Instructional Leadership 2. Management & Operations 3. Family Engagement and 4. Professional Culture
- Mr. Ferron's overall score was a 79/90, so that it a "proficient review" under DESE standards
- Overall Mr. Ferron has had a positive impact on the organization as a whole and has maintained momentum despite unforeseen challenges
- Comment by Ms. Lynch would like the evaluation to have more specific comments. Also she would like his accomplishments to be stated more clearly. Also she would like the goals to have more clear and concise measurements
- Object to statements such as "increase his knowledge of curriculum;" because she does not feel that this is part of his job requirements
- Mr. Geary would like to propose that Ms. Lynch work with Mr. Marriner and Mr. Ferron to revise this if that's what Mr. Ferron would like and help to make it more specific
- Comment by Mr. Phillips that this is just a summary but maybe add the superintendent's self evaluation as well as each committee members reviews and it will be more complete
- Comment by Mr. Ferron that he is comfortable with adding those pieces to make the evaluation more complete
- Mr. Marriner will add some more accomplishments to the summative review once he receives updated comments from the committee members
- Steve Lovell- HTA President- is really truly happy and thrilled with Mr. Ferron's leadership and building of his leadership team- more importantly as an educator he is really excited to learn from these team members and to educate the children. He hears that the moral is really good throughout the district
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Report of Superintendent:

Opening of School Update

- Thank you to the custodial and maintenance staff to open school in a few days
- Personnel Update- almost fully hired except for a few support staff- 49 people are changing seats in the Hanover schools and 28 new people to the district
- Communication Plan- Let's Talk software is working and will be a great way to solicit feedback from the community
- Updated school calendar will be sent out tomorrow which is an updated version of what was presented in the spring
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Let's Talk demonstration

- Mr. Ciccolo demonstrated the new Let's Talk system
- Helps to provide solid data, statistics and information to make informed decisions
- It shows how a parent can communicate on the system and receive feedback if they provide their contact information
- Also a person can leave anonymous comments
- Can integrate this program with social media like Facebook or Twitter
- Feedback on this site is treated legally like an email
- It's a tool that hopefully will be used to discuss issues within the district
- Comment by Mr. Marriner that he would like to make sure that data isn't skewed in any way
- Follow up comment by Ms. Lynch that she is uncomfortable with the anonymous piece can that be deleted? Response by Mr. Ciccolo that he would have to look into that further
- Also a comment by Ms. Lynch – will this add more work for the administrators? Response by Mr. Ciccolo that it's a tool to be used to help manage the inquiries and direct them to the appropriate place
- Comment by Mr. Marriner that he doesn't want an administrator to forward an email to Let's Talk and have a parent feel like they aren't getting the proper personal response
- Response by Ms. St. Ives that Let's Talk is only topic based and anything specific would still be sent in a regular email
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Schedule for School Improvement Plan

- Planning to present all school plans on September 24th
- As a team, we are working together to make sure the presentations are formatted similarly and efficiently
- Comment by Ms. Lynch that she would like the presentations more than a few days before the meeting to review them
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Presentation of draft strategic objectives

- Philosophy for long term improvement broken into the following areas:
 - o Teaching & learning- to develop and sustain a system wide environment wherein exceptional instruction and student achievement are at the core of your work and realized through collaborative effort.
 - o Safety & Security-to evaluate every opportunity and take every practical action to increase school safety and to maintain campuses that are secure and prepared for emergencies through the use of current technology, partnerships with law enforcement and public safety agencies and ongoing staff and student training on emergency and threat response

- Sustainable Funding- To consistently support our school system with sustainable funding to ensure the highest level of student achievement supported by exceptional professionals and the most current resources while providing social cultural and economic value to our community
- Human Capital- to recruit, develop and retain committed, motivated, talented, collaborative and creative teachers and support personnel to ensure a culture of teamwork and educational excellence.
- Community Engagement-to actively engage all members of our community through opportunities and partnerships that encourage participation in student activities and enrichment, art and cultural events, adult/family programs, HPS athletics and community service.
- Initiatives were presented for each Objective

Report of Finance Department:

Transportation Update

- Thank you to Ingle Bus Company
- Bus Routes have been posted on Facebook and in newspaper
- Bus Letter designations may have changed from last year – please be aware of the Bus Letter
- Bus Company has color designations in the bus to separate the students by grade so students will be sitting with other students in their grade
- 2 High School buses, 14 middle school buses and 16 elementary buses

Donations

- FY14 – Total donations totaling \$509.91 to close out the year
- The total donations for the FY 14 is \$135,701.31
- Motion by Phillips to approve the donations totaling \$509.91 to close out fiscal year FY14. The motion was seconded by Lynch. The motion carried unanimously.
- FY15 donations in the amount of \$25.75
- Motion by Phillips to approve the donation totaling \$25.75 as listed on the donations sheet of August 27, 2014. The motion was seconded by Lynch. The motion carried unanimously.

Obsolete Items

- The Middle School has some books that they no longer use
- The first step is to declare the listed items obsolete and allow the Business Manager to sell them or recycle them or return them to the publisher for a credit
- Comment by Ms. Lynch it would be helpful to see the publishing dates of the books
- Motion by Phillips to approve the books listed as obsolete and provide Dr. Raab with approval to dispose or sell such books. The motion was seconded by Lynch. The motion carried unanimously.

Report on Teaching & Learning:

- None

ACTION ITEMS:

Approval of Home School Request

- Question by Ms. Booker- do we have testing requirements for the student per the Charles decision? Response by Ms. St Ives that we do not but its up to the district whether or not to ask for the portfolio or to hold tests

- Comment by Ms. Lynch that we need documentation to show that they are academically fit in the instance that they would like to play high school sports for an example
- Question by Ms. Booker- do they have to present the plan annually? Response by Ms. St. Ives that it needs to be approved annually through School Committee
- Motion by Phillips to approve the home school request. The motion was seconded by Lynch. The motion carried unanimously.

Public Comments: None.

Motion by Phillips to adjourn at 8:15 p.m. The motion was seconded by Lynch .the motion carried unanimously.

Respectfully Submitted

Andrea Holmes
8/7/14

Documents Used:
Minutes 8/6/14
Draft Strategic Objectives (3.0)
Donations FY14
Donations FY15
Obsolete Items Memo
Home School Request