

Hanover School Committee Meeting Minutes
January 20, 2016
Hanover High School

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

Also Present: Matthew Ferron, Thomas Raab, Deb St. Ives, Joan Woodward, Hugh Galligan, Chief of Police Larry Sweeney, Officer John Voelkel, Daniel Birolini, Kelly Lawrence, Michael Oates, Jane DeGrenier, Matthew Paquette and Matthew Plummer.

Call to Order: Meeting was called to order at 6:30 pm by Chairperson Geary. General meeting was suspended and School Committee members, Matthew Ferron and Thomas Raab held an Executive Session meeting.

School Committee returned to general meeting at 7:25 p.m.

Approval of Minutes:

- Motion by Lynch to approve the minutes of January 6, 2016 as written. The motion was seconded by Booker. The motion carried with a majority vote.

Public Comments: None presented

Report of Superintendent

- School Committee meeting scheduled for February 24, 2016 is rescheduled to March 2, 2016. The following School Committee meeting will be held on March 9, 2016 FY 2017 budget will be voted on.
- Full professional development day was held in all schools on January 19, 2016. Each school had different activities with much of it teacher led. Results will be gathered and shared with the School Committee.
- Schedule for Session 2 of the FACE adult education courses has been released.
- Kindergarten registration begins on February 1, 2016 for next school year.
- Last week, several hoaxes and threats were called or emailed into several schools across Massachusetts and country. To date, no threats were made against Hanover. Administration met with police department and Mr. Galligan, and we are always in touch with the fire department, and communication was sent to parents on what they can expect for procedures in such an event. Hanover will follow state guidelines for emergency situations.
- High School French teacher is considering a field trip to New York City to see Les Miserable but are considering various options. If these options are pursued, it will be brought to the School Committee at a future meeting.

Center/Sylvester Building Project Update – Ms. Corbo

- We are waiting on some MSBA action that should occur in February.
- We are refining our Educational Plan for the school.
- Looking to bring this for a vote in October rather than the May meeting.
- Cost of project is expected to be less than reported in the paper and we will have more firm numbers in August 2016.

North River Collaborative FY 2017 Budget – Mr. Geary

- Announcing FY 2017 budget \$16,403,042.00 which was included in the packet. Copy of the budget is available at the Superintendent's office.
- Increase in budget is less than 1%.
- Any questions, the public can contact Mr. Geary or Superintendent Ferron.

School Resource Officer Progress Report - Mr. Galligan

- SRO has been enormous success. Officer John is a positive role model.
- Zero arrests in schools this school year.
- Positive interaction career advice.
- Attends extracurricular events.
- Provide support to students with family or domestic situations.
- Attended safety meetings and intervention meetings with students.
- Assists in safety drills ex: Alice Drills and bus safety.
- Mr. Oates - In Cedar School, Officer John has become a part of our community. Co-planning upcoming safety drills. Team member of our Positive Behavior Intervention System planning. Sits with students during lunch and attends recess. Parents feel it's comforting to see his cruiser at school. We can't thank him enough for his contributions.
- Ms. DeGrenier - In Center/Sylvester School, Officer John amongst the kids during bus duty and lunch duty. Staff and students recognize him as part of the school community. His guidance and support is invaluable to the staff. Challenging situations this year are better served with his presence at the school.
- Mr. Birolini - In Middle School, he is a positive role model and is professional all of the time. Officer John attended Harvest Jam and dressed up for Star Wars day. The kids enjoy that he talks to them and think he is awesome. Positive influence to the kids and staff. He is a part of team meetings with administration and staff. Truly is a community resource.
- Ms. Lawrence - During before and after school programs, Officer John has a presence. Attends enrichment programs. He is a resource to discuss sensitive matters. Works with staff in after school on ALICE drills. Committed to the safety of our programs.
- Mr. Geary - Attended a holiday event at Cedar School. When parents see his cruiser parked at the front, parents feel safe and allows them to enjoy the moment. Teachers can teach and children can learn when you know you are safe.
- Chief Sweeney – I have observed same qualities in Officer John through his work in law enforcement. Goal of SRO is part counselor, part teacher and part law enforcement. Good representation today that Officer John is meeting these goals. We can continue to build on what more SRO position can do. Looking to next year - what more he can do in the classroom at a higher level with lessons about law, his experience, etc. I asked him if he's over committed and do not want him to be over committed. Officer John answered no, it's working well. Great program for the school and police departments. Appreciate the support the department has received from the schools.
- Geary – This program is important to us and let us know what we can do to continue to support you.

- Corbo –Happy to hear the reports we heard tonight. It is great to hear that you give kids a different side of a police officer that you are seen as a friend. Thank you for your service.
- Lynch – Have a great deal of respect for police and fire department for creating a safe community. The fact of what you are doing will make a lasting impression on these students. Creating a positive police presence that this kids will carry with them throughout their life. I sincerely thank you.
- Booker –You are creating a culture instead of fearing the police that you are an adult they can trust.

Public Comment – none presented.

Finance Department

Donations

- Dr. Raab read list of donations.
- Met with representative from Gym Specialists, Inc., a certified and insured net installer to install climbing nets in Cedar School. Cost of installation is around \$600.00. Raab will meet with facilities manager to cover that cost and if needed Mr. Oates can commit \$600.00 from discretionary budget.
- New HFEE donations presented -
- \$610.00 to the high school to take art students on field trip to Polar Art Museum
- \$150. 00 help off set registration fee for Robotics team competition.
- \$513.75 to high school “Dirty Work” working with students to learn about composting and plant a community garden.
- Stress Reduction Workshop for Elementary level. Co-sponsored by HFEE and HPTA.
- Presented donation of school bus from South Shore VoTech. Donation did not cost anything. Town has signed the lease. Next step is to register it, find a CDL driver and put it on the road. It will be used for student activities, small sports teams, etc.

Motion by Lynch to accept donations in the amount of \$9,548.76. The motion was seconded by Booker. The motion carried unanimously.

Substitute Cafeteria Workers Pay increase

- Per M.G.L. Chapter 151, Section 1 as amended in 2014 minimum wage increase to \$10.00 effective January 15, 2016.
- Currently the pay is \$9.00 per hour. This increase is a \$1,500.00 exposure to food services budget, which should not be a problem.

Motion by Lynch to approve minimum wage pay increase for substitute cafeteria workers to \$10.00 per hour per M.G.L. 151. The motion was seconded by Booker. The motion carried with a majority vote.

FY 2017 Budget 1.0 Update presented by Thomas Raab

- All budget information is online for the public.
- Ferron – Discuss budget variables and current budget, which affects 2017 budget. Budget subcommittee will meet on January 25, 2016. These meetings go in depth of the budget. Budget sub-committee members are Mike Phillips, Matthew Ferron, John Geary and Thomas Raab. These meetings are open to the public. In regular

communication with the Town Manager. On February 3, 2016 FY 2017 Budget will be presented to the School Committee. The school budget will be presented to the town on February 1, 2016. On March 9, 2016 a public hearing will be held to vote on the budget.

- Variables impacting budget include financial capacity of the town, collective bargaining agreements with some of the bargaining units, state aid Chapter 70, Circuit Breaker, reimbursement rates, state and federal grants and unknown obligations ex: staff illness, equipment failure.
- Raab: Make 2017 budget with projected State and Federal grants are stable.
- Look at this year's budget we are on track.
- Grant and revolving funding is \$1.1 million.
- Circuit Breaker - FY 2015 carries over in amount of \$218,000 add it to FY 2016 \$320,000 allocation \$534,000. Plan last year was to carry over \$200,000 each year.
- Elementary reading specialist is \$65,000 teacher for Center/Sylvester. ELL teacher in place, additional hours are in budget.
- \$36,000 salary for Cedar psychologist in budget.
- Conservative planning for funding of full-time kindergarten. Enrollment has increased and provided increased revenue. This number is most fluid, allows us to continue to offer a full-time kindergarten program.
- Technology number \$25,000 project working with town. Provided opportunity to redirect money to other areas.
- Worked with town to put half of human resources salaries with town. This returned \$20,000 back to the school budget.
- \$300,000 in budget. Technology \$ 100,000 town meeting article for hardware expenses. Commitment from Town Manager to put \$100,000 in town article each year. Build district to 20 Chromebook carts to test entire grade levels. Rest is hardware upgrades that are necessary across district and across town. Ex: WIFI to increase speed and reliability. Replace some staff laptops. Memory upgrades, replace computers and HVAC computers in each school building to make more efficient.
- Salaries increase \$739,000. Includes all personnel salaries at current rate, new reading specialist, negotiation projections etc.
- Lynch – Q: Include Athletic Director? Raab- A: Yes, he and trainer were moved into the Operating Budget in 2016.
- Expenses: \$4.576 million for FY 16 Projected FY 17 \$4.856 million. Increase is \$60,000 because we are only asking for \$450,000 from Town Meeting article instead of \$500,00.
- Expense budget is built on \$450,000 from Town Meeting article, \$400,000 Circuit Breaker both covering out of district tuitions.
- 3.21% change in expenses.
- Ferron – this team has worked hard to bring level funding expense budget.
- Raab - Very conservative budget – within a range of surrounding towns are asking. Aware of town's capacity and what can be reasonably asked for.
- It's important to note that our budget is supported by \$1.1 million grants.
- Geary – Thank you for the budget update. Community members will need clarification on Circuit Breaker funding. Q: Next year projecting \$1.024 million out of district expenses. Where does the other \$50,000 come from?

- A: Raab it is included in \$3.7 million. Carry from Circuit Breaker funds of approximately \$200,000 each year. Next year we will have \$218,000 plus between \$320,000 and \$400,000 and the difference we will have to rollover.
- Raab: Circuit Breaker budget means to recover funds to cover out of district placements over \$40,000.
- Geary – I challenge you and Ms. Woodward to provide clearer picture on how this money moves. Getting to the number more visual for the community. Raab – I can do this. General overview on the on Department of Education website for all towns. I will pull Hanover data and bring to next School Committee meeting.
- Lynch – A: Why go to town meeting article approach when looking for special education as well as technology? Raab - A: They come out of free cash from town budget. We don't want to use this to balance the Town budget. For the technology it is a capital expense. Special Education we are working with the town for it to be part of the school budget by slowly chipping away at it.
- Lynch - Q: Where are we getting the money to make the necessary changes to Cedar School? Will it come out of capital? Will we have to go to town meeting to ask for it? Raab- A: I hesitate to answer that question because I do not know. Lynch: My understanding is capital expenses occur once. So the list in technology is different that is why it's capital? Makes sense.
- Ferron: Municipalities have different options of obtaining cash. Simplest answer to look at town articles is the town's capacity to put it in our regular budget. The Town works smart to keep the budget balanced in other ways.
- Corbo - Q: The first year we received \$500,000 Town Meeting Article there was spirited debate. All departments were charged with level funding. My position was school should not be level funded for special education and that is how the town article came about. It was a compromise.
- Geary: I am satisfied with the method and presentation. Budget is fluid and will change a few times.
- Booker: Budget very clear. Appreciate all the work you did to make it easy to follow.
- Corbo: This is the first year I had no questions. Format is user friendly.

Report on Teaching and Learning- Mr. Paquette, Mr. Galligan and Mr. Plummer

- High School Assessment Report regarding performance on both PARCC and MCAS.
- Presentation is on HPS website and additional data is on DESE website.
- Total of 18 testing sessions last spring.
- Hanover High performs extremely well on MCAS.
- PARCC- one-shot assessment not to be repeated this spring. More difficult than MCAS.
- Presentation and discussion on Hanover student performance compared to statewide student performance for both PARCC and MCAS.
- PARCC was given to grade 9 & 11 in ELA and Math. MCAS always given to grade 9 in Science and 10 in ELA and Math.
- Five scoring levels for PARCC. "College & Career Ready" students are in Level 4 or Level 5. PARCC is much more difficult than MCAS and you can see that in which levels students fall in.
- Grade 9 Hanover students for ELA 68% were Level 4 or 5 and grade 11 48% for ELA were Level 4 or 5.
- For Math, Hanover students scored the following: Algebra I only 16%, Geometry 55% and Geometry 0% were Level 4 or 5.

- PARCC is a course-based test; so some of our juniors didn't have to take PARCC because they are not in one of these Math courses. They are taking pre-calculus.
- In 3 categories Hanover students performed better than the state. In a couple we were below.
- For MCAS – Advanced and Proficient represent “College & Career Ready”.
- Hanover students for Math – 91% were Advanced and Proficient. Compared to the state, year over year Hanover students outperform the state.
- Five-year score trend in science is proficient but treading upward.
- In biology Hanover students out performed the state.
- In Hanover for ELA, 98% were in Advanced and Proficient and we outperform state.
- In all grades 3-10, for Math 91% and ELA 98% we were Advanced and Proficient.
- What can we do with this data? We find areas where we are above and below the state and analyze our curriculum to adjust accordingly. Most important is what skills are the test questions asking the students to use.
- We also look at individual questions and analyze how our students answered and why if they were incorrect.
- Geary – Q: If you look at standards and topics Hanover vs. state. Go into dissect this and change the course to change the future. The future will be a different subset of students; can we look at it versus ourselves? Plummer A: Your point is valid. We look at data year over year over year. We evaluate where in the curriculum do we address those questions, and how do we address the questions.
- Lynch – Q: We have students in 10th grade who fail either math or ELA. Plummer: no one has failed ELA in 4 years. Lynch - Ok so math or biology - How many cannot get a diploma because they failed MCAS? A: Paquette – so far none.
- Lynch: some students do fail. Most important is they get a diploma. That is critical. Students progress and learn at their own speed. The only other thing is like John said; it is different students every year and it's not the same tests.
- Geary – I appreciate what you are doing to look at data and realign accordingly.
- Galligan– What are the next steps? We see information as a challenge and opportunity for us. What does a new MCAS test mean for us? We are finding out the test will evolve to incorporate MA specific and some PARCC items and we see this as an opportunity for us. Questions are more process based and more challenging. Allows for opportunity to compare to other states and measure up in other ways that current MCAS cannot do. Opportunity for educators to be a part of the formation of this new test. We
- Lynch – Do all students take physics? Plummer A: no. Lynch - how many of years of science is required? Plummer: Three, but 97% take four.
- Lynch: Do you think accommodations for special needs have not been developed as much with PARCC as with MCAS and that affected our PARCC results? A: Plummer – We don't know because we don't have sub-group data yet. PARCC has online testing environment, which allows a student to push a button to hear something read out loud and allows accommodations almost built in. Q: Lynch – Is there scribing? Woodward – A: yes, if needed but computer-based allows for speech-to-text.
- Booker Q: No data about student with disabilities? A: Plummer we have not received it yet. We have it for MCAS but not PARCC. We can provide the data for that subgroup
- Corbo: Looking at percent of where IEP students are and use results to adjust goals in IEPs. Also, do we have an opt-out rate for PARCC A: Paquette/St. Ives - 4 students

in high school. Corbo: Would like follow up on whether or not these results are used to evaluate and adjust services that are in IEPs.

Public Comments: None presented

Motion to adjourn by Lynch at 9:37 pm. The motion was seconded by Booker. The motion carried unanimously.

Respectfully Submitted

Marjorie Morrison

Documents Used:

FY 2017 Budget 1.0

Wage Increase for Substitute Cafeteria Workers memorandum

Donations

Hanover High School PARCC and MCAS Report