

Hanover School Committee Meeting Minutes
December 6, 2017
Hanover High School

Present: Mr. John Geary, Mrs. Kimberly Booker, Mrs. Ruth Lynch, Mrs. Libby Corbo and Mrs. Leah Miller

Also Present: Matthew Ferron, Thomas Raab, Debbie St. Ives, Daniel Birolini, Stephen Kapulka, Anna Hughes, Bernard McNamara, Andrea Hurley, Eugene Reiber, Anastasia DeCotis, Kathryn Keating, Benjamin Benitez and Joan Craft

Mrs. Lynch excused herself prior to the meeting being called to order.

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

Public Comment: None presented

Approval of Minutes:

Motion by Booker to approve the meeting minutes of November 15, 2017 as presented. The motion was seconded by Corbo. The vote carried unanimously.

Report of the Superintendent: Presented by Matthew Ferron

- **Events and Updates** – Mr. Ferron urged everyone to check the calendars for all of the fun events coming up. Some upcoming events include *Oklahoma*, showing at the High School. Wednesday, December 13th at 7:00pm is the Grades 6-8 Middle School Choral Concert at the high school. Center Sylvester's Snow Bowl is Friday December 22nd. Hanover High School Holiday concert will be held Thursday, December 21st @ 7:00pm. Mr. Ferron urged everyone to enjoy the season.
- **Town Manager Act Review Committee Update** – Mr. Geary spoke on behalf of the Committee. He informed the Committee and those in attendance that the committee was organized shortly after the decision to move in a different direction from the previous Town Manager. There are seven members on the committee. The first meeting was to identify the role of the committee. He reiterated that the Town will maintain a Town Manager style of government. They are considering whether or not to ensure employees have purchasing ability under the Town Manager are MCPPO (Massachusetts Certified Public Purchasing Official) certified. This is a procurement certification that is currently not a requirement. They are also looking to see what language needs to be modified in the current policy. The committee reviewed the calendar and timeline currently in place. One of the largest topics at this point is the language surrounding what an Interim Town Manager is allowed to do. Currently, an interim is not allowed to make certain decisions, including hiring. They are looking to see if this language needs to be changed for the future. Dr. Raab spoke stating he feels this is a wonderful opportunity to review the Act and see if anything needs to be changed or tweaked. The committee is a wide representation of department heads and town members and he feels this is a great opportunity.
- **Center School Building Project Update presented Mrs. Corbo** – Everything is going well and on is schedule and on time. They are currently one year from completion of the project. Tomorrow the furniture subcommittee is meeting. Kim Booker and Tom Raab will be included in the meeting. MSBA (Massachusetts School Building Authority) toured the site and was very happy

with the progress. Mrs. Corbo sent kudos to the administrative team, construction team and everyone involved in this project.

- **Special Education Subcommittee Update, presented by Mrs. Booker** – The Special Education Subcommittee met today. The next meeting will be held January 10, 2018 at 11:00am. All meetings are public and everyone is welcome to attend. There was discussion surrounding the parameters of memberships, in which they defined three memberships: One membership will be standing members. This will include at least one member of the Hanover School Committee, the Director of Student Services and at least one SEPAC representative. School Personnel membership's goal is to have every school represented. The Community Representative would include a representative from each school and at least one community representative for a student in out of district placement. The membership is a voluntary position, however, in order to maintain membership, regular attendance will be needed in order to be effective. After three consecutive absences, the membership would terminate; with the exception of standing members. There was also discussion about a survey surrounding social and emotional learning. The focus will be on the social and emotional learning of our students. BIMAS (Behavior Intervention Monitoring Assessment System) screenings are being used in different districts. Mrs. Booker explained that due to the aggressiveness of the agenda, some items needed to be tabled at the last meeting. There are also plans to talk about PBIS (Positive Behavioral and Interventions Supports) social and emotional indicators and the possibility of reporting social learning on report cards. Discussion continued surrounding whether or not social and emotional indicators are currently on report cards in other districts. Mrs. St. Ives spoke regarding this subject. She informed the Committee that this is something that is being discussed at the State level. It is a very subjective area and they are trying to determine what the best way to communicate this information would be.
- Mr. Ferron informed the Committee that Mrs. Lynch had to step out of the meeting due to a family issue.

Report of Finance Department Presented by Dr. Raab:

- **Donations** – Donations received from the following: HPHC, Baystate Textiles, and the Hanover PTA totaling \$4,391.48.

Motion by Booker to approve the Donations \$4,391.48 as presented this evening. The motion was seconded by Corbo. The motion carried unanimously.

- **FY'19 Budget Update** – The formal preliminary budget will be presented January 11, 2018. Mr. Ferron and Dr. Raab have met with Acting Town Manager Tony Marino regarding the preliminary FY'19 budget. Dr. Raab also had a brief discussion with Joan Port and will be meeting with her again. He also plans to meet with the principals and directors to get a clear sense of their needs. The transportation bid will be going out in the next couple of weeks. The bid will look for a straight cost for year one, and will look for different scenarios in years two and three, taking into consideration the consolidation. Bids will also be looking to include safety upgrades to include wing arms which will allow 6ft clearance. Bids will be due mid-January.

Report on Teaching and Learning:

- **Middle School Curriculum Review Update** – Presentation began with Mr. Birolini, who thanked the Committee for the opportunity to present. Mr. Birolini highlighted the overall presentation and explained what would be reviewed, as shown in *Appendix B*. The presentation began with **Project Vision**. This outlined what the Middle School is currently working on in or-

der to continue growth and development. Mrs. Hurley and Mr. Reiber continued the presentation in relation to **Current Progress**, which entails a broader Culture of Collaboration, updated Course Descriptions to create a *Program of Studies*, as well as curriculum maps being evaluated and revised. Additionally, they are working to implement research based common assessments for ELA and Math, adjusting CORE academics to match the latest state standards, as well as Specialist and Exploratory courses being reviewed to be added to the *Program of Studies*. Mrs. Hurley informed the Committee they have teamed up with Millis District and are doing a lot of outreach and collaboration to determine what works best in the schools. Stacey DeCotis continued with the planning and collaboration in relation to the novel *Wonder*. She explained the *Wonder Fair*, as well as activities and assessments created in Google forms, all relating to this program and the shared collaboration involved.

- Eugene Reiber continued on regarding the *Program of Studies*. Every course description has been updated by teachers to create a working document. They are continuing to work on and tweak this document as they learn. Curriculum maps are being evaluated and revised where needed. Kim Booker asked if the middle school is communicating with the elementary schools in relation to scope and sequence and curriculum maps to see what the elementary schools are working on and where they are at. It was confirmed they have a strong relationship with the elementary schools and that the communication has never been stronger.
- Tomorrow's Instructional Rounds focus will be on the Problem of Practice to focus their work on higher level of thinking and tasks complexity.
- Specialist and Exploratory courses are being reviewed for relevancy. Additionally, they are looking for ways to expand the *Program of Studies* to exploratory areas.
- Bernard McNamara, Stephen Kapulka, and Mrs. Keating continued the presentation surrounding the **Extended Learning Block**, which is provided for all students for 50 minutes every other day. This is a proactive approach of instruction. The IReady data will help determine the best way to use these opportunities for the learning blocks. Mrs. Keating, 8th grade teacher addressed the Committee and discussed how the blocks are being used and the assessments used to determine these needs. They have used IReady, MCAS, as well as classroom assessments to identify students that needed more intervention. There are three tiers; Tier 1: classroom instruction, Tier 2: intervention and Tier 3 which is a more advanced special education model. **Academic Support** is offered to grades 5 and 6 every day. The objective is surrounded around daily schedule instruction. It offers time to provide support in all academic areas. Mrs. Booker questioned whether or not the extended learning becomes part of the student's grade. This is not something figured into their grade average.

Under Construction was led by Mr. Kapulka. Programs and initiatives in this portion of the presentation included:

- Research and examination of team configurations in grade 5 to allow for greater flexibility in scheduling
- Institute and Academic Excellence Advisory Council.
- Convene a HMS study group/task force focused on writing.
- Facilitate Student Advisory Council and to provide student leadership opportunities. 8th grade mentor program. To give the students the ability to have their voices heard and to share their concerns and give input regarding changes, concerns, and opportunities.
- Grade 8 Mentor Program.
- Entrepreneurship Program for grades 6-8. Students will be given a real world problem or design. This program was implemented last year.
- Implementation of Advanced Math in Grade 5.
- The *Middle School Be Better Club*, which is currently active. This program was implemented from the *Choose Presence Program*, which began this year at the high school. There has been one meeting with a lot of student interest.

- **Exploration of Opportunities – 2018-2019** presented by Anna Hughes, Mrs. Craft and Mr. Benitez. Currently, French and Spanish is offered in the 7th and 8th grades only. There is discussion to determine if these classes could be implemented in earlier grades in order to expose the language earlier and build a foundation in the younger grades.
- **Ongoing Examination and Planning** – Mrs. Hughes discussed the possibility of creating a viable Middle School Civic Engagement Plan. She reviewed ideas and planning around topics such as Community service. Students could potentially be encouraged to complete 10 hours of community service over 4 years of middle school, at which time they would receive a community service accommodation attesting to their achievement. The creation of a Student Technology Assistance Team, as well as exploring opportunities for Advanced Art, Computers, or Engineering during specials. There is also discussion as to whether or not to shift to a humanities philosophy to grades 5 and 6. A variety of factors still must be considered.

Coming Attractions – June 2018 – Mr. Birolini reviewed final ideas and items that are being studied and evaluated. Their hope is to create a web based Program of Studies. The ultimate goal is to constantly approve in what they are doing and follow the model that there is “no finish line”.

Mr. Birolini concluded by telling the Committee he will have much more information to present to in June. Mr. Geary posed questions in relation to Exploration and Opportunities. He questioned whether or not these ideas are, in fact, in line with the district as well as the next chapter in the students’ lives. Discussion continued surrounding alternative language possibilities compared and whether or not they are currently aligning language with the future. Continuing on to current progress, Mr. Geary critiqued the presentation stating some ideas and plans are not highlighting the result, showing the process only. In response to Mrs. Booker’s question, Mr. Kapulka confirmed to the Committee there would, in fact, be a Science Fair this year. Discussion continued concerning how the middle school is addressing social and emotional issues. Mr. Reiber addressed this topic. They use PBIS (Positive Behavioral and Interventions Supports) to collect data on behavior. Mrs. Corbo spoke to the staff that presented. She praised them on how inspiring it was to listen to them. She feels it is evident everyone is so invested and love what they do and wanted to know how they make the students as excited as they are. Discussion continued on the subject and plans to engage student and opportunities, similar to the *Wonder* project.

Mrs. Miller also thanked the staff that presented. Based on the information given by Mr. Reiber that the 8th graders are being brought out for some recess time at the end of their lunch period, she feels “you are never too old for recess” and is very happy to hear that is happening in Grade 8. She asked what specifically what is happening for extended learning in grades 5-6 and also feels 80 minutes is a lot of time for this class. There are developmental challenges in a middle school model which they need prioritize and put a plan in place. Mrs. Booker commended the fifth grade staff for the *Wonder Fair*. Mr. Geary thanked Mr. Kapulka for owning up to the Science Fair taking place this year.

Mr. Geary wished all Merry Christmas, Happy Holidays, and Happy Hanukah. He urged everyone to relax, recharge and enjoy family.

Action Items: No Items

- **Public Comment:** None presented

The next School Committee Meeting will be January 10, 2018 at Hanover High School: Items currently on the Agenda are HHS Assessment (MCAS/AP/SAT) Presentation, Superintendent Mid-Cycle Progress Report, FY’19 Budget 1.0 Update, FY’18 Monthly Budget Summary.

Motion by Booker to adjourn at 9:03pm. The motion was seconded by Corbo. The motion carried unanimously.

Respectfully Submitted

Lisa V. Keefe

Documents Used:

Donations

Middle School Curriculum Review Update

Appendix A

Appendix B