

Hanover School Committee Meeting Minutes
April 26, 2017
Hanover High School

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

Absent: Mrs. Leah Miller

Also Present: Matthew Ferron, Thomas Raab, Debbie St.Ives, and Joan Woodward

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

Boys Varsity Basketball Team: Mr. Hutchison recognized the boys' basketball team with acknowledgment to coach Hannigan as well as captains and players. He also reviewed the season and the excitement of several games, which led to the team to winning the first Division 3 State Championship in the school's history. The team was presented with a State Championship team banner in recognition of their accomplishment.

Public Comment: None Presented

Approval of Minutes:

Motion by Lynch to approve the School Committee minutes of April 5, 2017 as written. The motion seconded by Booker. The vote carried unanimously.

Report of the Superintendent: Events and Updates - Mr. Ferron highlighted a draft policy for public school substance screening which was included in tonight's packets. He asked the Committee to review the draft policy. If it is determined to implement this policy, Mrs. Smith will attend a future School Committee meeting to answer any questions members may have after their review. Also, in tonight's packet is a letter from NEASC recognizing Hanover's accomplishments since the previous Report. He stated he is very happy with the report. Tomorrow night from 6:00 -8:00 pm is the Humanities Gallery Night at the high school. This is an event that allows the seniors to display research projects they have completed. They will be available to answer questions and explain the projects in detail. It will be a great night and Mr. Ferron welcomed the Committee and public to attend. Additionally, on a history side note, Mr. Ferron read a copy of a letter sent to Mr. Paquette, regarding a correspondence between the US Navy and the Hanover School Committee. The letter requested the issuance of a diploma for a student who left Hanover High School to enlist in the Armed Services immediately after Pearl Harbor and prior to his graduation.

- **SEPAC Update** - Michelle Gardner and Sue Scanlon, co-chairs of the SEPAC Committee, presented the bi-annual report. They first congratulated Mr. Ferron for his exemplary evaluation rating given to him from the School Committee. They are appreciative of the work and assistance he offers. Mrs. Scanlon reviewed the power point presentation as shown in Appendix A, which included workshops and events, board meetings, website and communications, as well as district and community involvement. Michelle Gardner told the Committee it has been a successful year. They had a "Meet Administration Night", which was very successful, but will be held earlier next year. They will be doing a repeat of their inclusion panel next year which will work to create a culture of inclusion. The meeting calendar will remain the same as this year. They also reviewed upcoming topics and remaining meetings and agendas. The existing website is being updated. Potential programming was discussed, in coalition with Kelly Lawrence and the FACE program. The presentation concluded with the Planning for 2017-2018, which was

also itemized in the power point presentation. They are also soliciting for speaker topics and utilizing the resources available to them. Mrs. Corbo thanked both women for the work, effort and time they put in. There was brief conversation about the meetings with Mrs. Lynch and the co-chairs.

- **Gifts To and Solicitations By Staff Policy (GBEBC)** - Mr. Ferron reviewed the proposed Hanover Policy based on the Massachusetts Conflict of Interest Law. The current policy maintains the core message; however, the necessary revisions are directly from the Ethics Commission. Along with MASC guidance and consistency with similar districts, included in the policy are fund raising, crowd sourcing, guidelines and requirements. There was minimal conversation concerning the specifics of the revised policy and requirements of crowd sourcing.

Motion by Lynch to approve the proposed policy model as presented this evening for Gifts To and Solicitations By Staff. The motion was seconded by Booker. The vote carried unanimously.

- **Center School Building Project Update** - Mrs. Corbo informed the Committee they have gone through the prequalification process for sub-contractors and general contractor. Everything has been submitted to the Massachusetts School Building Authority. They are waiting to hear back from them and anticipate everything will run smoothly.

Report of Finance Department Presented by Dr. Raab:

- **Donations** - Donations totaling \$3,227.00 were reviewed and itemized.

Motion by Lynch to approve \$3,227.00 as presented this evening on April 26, 2017. The motion was seconded by Booker. The vote was carried unanimously.

- **Before & After School Rates** - Mrs. Kelly Lawrence presented the proposed rate increase for the 2017-2018 school year. Currently they have a unique hourly rate which allows flexibility for families that have multiple students and programs. The proposal was defined in Appendix D. Over 11 years, the rates have been increased by only \$2.00. The rate increase will address a number of challenges that they are facing right now, including the increased minimum wage as of January 1, 2017 as well as increased in cost due to growing enrollment. They have seen a 15% increase in enrollment in the last 3 years and the enrichment programs continue to grow as well. The program is working hard to be fiscally responsible. The rate increase of \$1.00 would result a projected increase of \$74,490.00. Mr. Geary and the Committee members thanked Mrs. Lawrence and are impressed with the program.

Motion by Lynch to approve the Before and After School Rate increases of \$1.00 per hour for all hourly rates to be in effect for the 2017-2018 school year. The motion was seconded by Booker. The vote carried unanimously.

- **Transportation Contract Renewal** - Dr. Raab reviewed the proposed extension of the transportation contract renewal with no changes or increases in rates. Mr. Ferron thanked Dr. Raab and Steve Ingle for being able to work out this extension. It is solely due to the relationship Dr. Raab and Steve Ingle have and Mr. Ferron is very appreciative of their efforts as they worked on this extension.

Motion by Lynch to extend the transportation contract with Ingle Bus Company by one additional year. The motion was seconded by Booker. The vote carried unanimously.

Report on Teaching and Learning:

- **MCAS Testing Update** - Debbie St. Ives updated the Committee on the current and upcoming testing. Technology to date has been extremely helpful with no issues. The feedback from staff has been very positive so far this year. Students have communicated the testing is what they expected, and is similar to what they are using daily with the math program. They enjoy taking it on-line. Everyone has done a fantastic job scheduling to make it work and she thanked everyone for their hard work. Mrs. St. Ives is very pleased with the way things have started and look forward to the next couple of weeks and finish up.

Action Items:

- 2016-2017 Last Day of School Vote - Mr. Ferron asked the Committee to approve the proposed last day of school to be Thursday, June 22nd.

Motion by Lynch to approve the last day of school for 2016-2017 calendar year as June 22nd as presented this evening. The motion was seconded by Booker. The vote carried unanimously.

- **Public Comment:** Sue Scanlon reiterated Mrs. Lynch's words regarding the community being happy and thanked the Administration and Committee.

The next School Committee meeting is scheduled for May 10, 2017 at Hanover High School. Expected agenda items will be: 2017-2018 Student Handbooks, Monthly Budget Update, Q3 Revolving Update, April break Field Trip, Student Reports, and Hanover High Torrey Miller will be presenting an art project.

Motion by Lynch to adjourn at 8:25 pm. The motion was seconded by Booker. The vote carried unanimously.

Respectfully Submitted

Lisa V. Keefe

Documents Used:

SEPAC Update :	Appendix A
Gifts To and Solicitations By Staff Policy (GBEBC) :	Appendix B
Donations:	Appendix C
Before and After School Rates :	Appendix D
Transportation Contract Renewal :	Appendix E