

Hanover School Committee Meeting Minutes
February 15, 2017
Hanover High School

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

Absent: Mrs. Libby Corbo

Also Present: Matthew Ferron, Joan Woodward, Thomas Raab, Debbie St. Ives, Matthew Paquette, Matthew Plummer, Hugh Galligan, Michael Oates

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

Public Comment: Liam Booker proposed that schools change half-days to Fridays from Tuesdays seeing it is right before the weekend.

Approval of Minutes:

Motion by Lynch to approve the minutes for February 1, 2017 as presented. The motion was seconded by Booker. The vote carried unanimously.

Report of the Superintendent Events and Updates:

Mr. Ferron spent the day at North River Collaborative working on selecting a new Executive Director. The board met Monday night and voted to restructure the board and replace it with the Superintendent representation.

- **2017-2018 District Calendar Draft 1.0** - Mr. Ferron presented a proposal of the first draft of the calendar for next school year. The first day of school for staff begins Tuesday, September 5th and students will arrive on Wednesday, September 6th. There was brief discussion about possible changes in half-days and professional development days, as well as the School Committee dates scheduled. There were some layout inconsistencies that Mrs. Lynch brought to the attention of Mr. Ferron and asked they be corrected. Mr. Ferron asked the Committee to contact him if they have any additional comments regarding the calendar.
- **Center School Building Project Update** - A lot of work is going on behind the scenes. The project is moving forward and they will continue to keep everyone updated.

Report of the Finance Department Presented by Dr. Raab:

- **Donations** - Total donations received \$52.50

Motion by Lynch to approve \$52.50 in donations as presented this evening. The motion was seconded by Booker. The vote carried unanimously.

- **FY2018 Budget 2.0** - The Town Manager completed the FY18 budget and the amount presented for the School Department is \$26,665,115.00 which is a 3.49% increase over FY17. Dr. Raab is not recommending any changes from Budget 1.0 to 2.0. All documents are on line for anyone interested in reviewing and anyone with questions to feel free to contact him. Mr. Ferron reiterated that they are in constant infrastructure and educational support needs. If opportunities present themselves this will be the area that will be looked at first. Dr. Raab submitted the preliminary application for Circuit Breaker extraordinary relief funds. The formal application will be sent March 1st. The standard to receive funds is if a district has more than a 25% increase in Special Education costs from one year to the next and Hanover had a 43% increase

this year. For this reason Dr. Raab is confident they will present a strong application for the funds.

Action Items:

- **Substitute Nurse Pay Proposal** - Dr. Raab presented the proposed pay increase for substitute nurses. Change would result in an increase from \$125.00 to \$150.00 per day for planned absences which includes personal days, professional development days and field trips. Sick calls and unplanned absences would pay a rate of \$35.00 per hour.

Motion by Lynch to approve the Substitute Nurse Proposed Pay increase from \$125.00 a day to \$150.00 a day for planned absences including as personal days, professional days and field trips and sick calls and unplanned absences will be \$35.00 an hour. The motion was seconded by Booker. The vote carried unanimously.

Report on Teaching and Learning:

- **HHS 2.0 Report** - Mr. Paquette, Mr. Plummer and Mr. Galligan joined Mrs. St. Ives for the presentation. Mr. Paquette began the Hanover High School presentation. He stated that Hanover High School is a great school; however, they are looking to see how they can make it better. The skills that are at the center of the curriculum are communication, reading, technology, collaboration, research and problem solving. The Innovation Team recently visited two schools very similar to Hanover High School which supported the Academy focus. Mr. Paquette detailed the plans of what they are looking to accomplish with the change to an Academy focus. He discussed the reasoning behind the planning. This focus would give the students a greater voice and greater choice as well as allow them to create a pathway that suits their particular needs. The team is looking at the possibility of creating semester courses that would delve deeper into the standard required courses. This focus would capitalize on teacher passion and increase student choice. Mr. Paquette reviewed their plans for the future which were all displayed in the presentation, as shown in Appendix D. They are looking to create a university style program of studies. Mr. Plummer continued the presentation and reviewed a sample of what a typical student's schedule if they chose a Fine Arts & Performance concentration, as well as a Math and Science concentration. Mr. Galligan reviewed the timeline over the course of the next school year and what steps and planning will be taking place thereafter. The Innovation Team sees this as more opportunities for students and are working towards it the planning and continual research. Mr. Geary thanked the presenters and the entire team for the amount of time and effort they are clearly putting in trying to make the school better. There were questions and comments from the Committee regarding the presentation shown and ideas presented. Mrs. Booker feels it is important to look towards the future and thinks this is a wonderful opportunity to allow the students to dig deeper into what they might be interested in. Mrs. Lynch also commended the team for their passion and commitment. Staff and student surveys will be conducted to gather more information. Mr. Geary stressed to the team that it is extremely important that the plan be clear and precisely documented from inception through implementation for not only staff but community members as well.
- **Instructional Rounds Report** - Mrs. St. Ives, Mr. Oates and Mr. Galligan presented. Mrs. St. Ives gave an in-depth look at the process of instructional rounds. A power point presentation, Appendix E, was provided to the Committee. Mrs. St. Ives reviewed the course of instructional rounds from implementation to commencement, which began September 2, 2017. Mr. Galligan reviewed the four elements of Instructional Rounds, which included identification of a problem of practice, observation of classroom tied to the problem of practice, observation debrief of objective evidence, and brainstorm of the next level of work. Four school visits collected 600 pieces of data points. Committee members posed questions during the presentation as they were highlighted to better understand the process of the Instructional Rounds and the goal

they are working to achieve. Mrs. St. Ives explained the process, how they determined Hanover Public Schools' problem of practice and what the determining factors were in acquiring this information. Mr. Oates continued the presentation, stating all schools have had one visit, and will have a second visit by the end of the school year. A video of instructional rounds was shown. In the video, teachers spoke about their experience, and created a clear precise overview of what Instructional Rounds are and what, specifically, is being accomplished. Mrs. St. Ives concluded the presentation with the final slide "What's Next", which the bullet points targeted individual based support, additional training, possible modification and enhancement of the overall process. Mr. Geary acknowledged the teachers that spoke on the video, Rachel Brewin and Laura Chase, were very informative and he was glad that he had the opportunity to hear what they had to say. Multiple questions were posed from the Committee members to further understand the presentation as given. Some questions included whether or not the teams are able to visit at optimal learning times in classroom and whether or not this was going to be a permanent process. The presenters fully intend for Instructional Rounds to continue in the district; however, they feel it will evolve and change over time to better serve Hanover Public Schools. Mr. Geary thanked both teams for two awesome presentations, as well as Colleen Smith and Hanover Cable TV for a great job on the video presentations. He also thanked all the administrators that were in attendance to support one another.

Mr. Ferron thanked everyone that worked on these projects. He appreciates the time and effort they have put in. He is lucky to have staff that works as hard as they do and he is very proud of the work they have done to date and will continue to do. He invited the Committee members to participate in any of the visits if they are interested.

Public Comment: None presented.

The next School Committee meeting is scheduled for March 8, 2017 at Hanover High School. Expected Agenda Items are the Public Hearing on the FY 2018 Budget, vote on the FY2018 Budget and the HHS Band Disney Field Trip Update.

Motion by Lynch to adjourn at 9:29pm. The motion was seconded by Booker. The vote carried unanimously.

Respectfully Submitted

Lisa V. Keefe

Documents Used:

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| 2017-2018 District Calendar, Draft 1.0 | Appendix A |
| Donations | Appendix B |
| FY2018 Budget 2.0 | Appendix C |
| HHS 2.0 Report | Appendix D |
| Instructional Rounds Report | Appendix E |
| Substitute Nurse Pay Proposal | Appendix F |