

Hanover School Committee Meeting Minutes  
February 1, 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, Joan Woodward, Thomas Raab, Debbie St. Ives, Lynn Petrowski, Janet Vlassakis

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

**Public Comment:** None Presented

**Approval of Minutes:**

Motion by Lynch to approve the minutes for January 18, 2017 as presented. The motion seconded by Booker. The vote carried unanimously.

**Report of the Superintendent Events and Updates:**

- The High School wrestling final match is being held tonight. There are three wrestlers who have exceeded the 100 win mark. Dan Ryan has broken the previous school record with 106 wins. Hunter Gillis has 104 wins and Damian Galotti has 101 wins. The team is having a very good year and are looking at tournament participation. Everyone is very proud of them
- NESDEC (New England School Development Council) Report - The trend report included in the Committee's packets is for informational purposes only. This report is based on information over the past five years and is used to predict budget costs for the upcoming year as well as the long run. It was presented at the Subcommittee's first meeting this morning. Mrs. Booker spoke about the meeting today, and felt it went very well. They discussed setting goals in the areas of policy and budget, which is what the School Committee is tasked with.
- Preliminary Chapter 70 Budget - The Town has received the Preliminary Chapter 70 Budget. At this point it is looking to be a \$50,000 increase, which equates to an increase of \$20.00 per student. It is possible that the amount will go up and unlikely it will go down. Budget allocation is based on level funding from year to year. It is not as much as they hoped, however the process is not complete.
- Substitute Nurse Pay Proposal - This proposal, as shown as Appendix C, will be tabled at this point. Mr. Ferron and Dr. Raab have come across additional information that they would like to review further before bringing this to the Committee for a vote.

**Center School Building Project Update** - Mrs. Corbo explained that they are currently in the pre-qualification stage for contractors. It was published, as required by Massachusetts State Law. Anyone interested should get their pre-qualification materials submitted within 30 days.

- 2017-2018 District Calendar Update - Mr. Ferron is working with Mr. Mahoney, the President of HTA regarding next year's school year. Communication has been sent to parents this week letting everyone know that school will not be starting before Labor Day. Hopefully they will have more information, possibly a draft by next meeting, but asks the Committee to not to expect a lot of big changes. He hopes to have it completed soon, and will keep the Committee posted.

**Report of the Finance Department Presented by Dr. Raab:**

- **Donations** - The amount of donations received totaled \$926.00 from the Middle School PTA. Motion by Lynch to approve \$926.00 donated by the Hanover PTA as presented. Motion seconded by Booker. The vote carried unanimously.

**Lunch Price Increase Proposal and Update on Food Service Department Presented by Lynn Petrowski and Janet Vlassakis:**

- Disclosures have been given to all Committee members to signed and submitted to the Town Clerk for the Ethics Commission.
- A complete presentation of the Food Service Department was given to the Committee, as mentioned in Appendix B. There is currently 11% (262 students) receiving free meals and 1% (36 students) reduced meals. They currently have 24 employees, which includes a budget of \$950,000. Mrs. Petrowski hopes that this amount will be increased to \$1,000,000.00.
- A review of equipment repairs and replacement for the 2016 and 2017 was presented. Equipment repairs are being completed at an emergency level only at this point. Many repairs have been done just to bring the equipment to code. Capital outlay requests were reviewed for 2017-2018. The Facilities Department has requested funding through the Town for the mentioned purchases in the presentation.
- The proposed lunch increase of 15 cents was then announced, along with a comparison of surrounding communities' pricing. The increase would generate an additional \$30,000.00. If the lunch increase is not approved, the Food Service Department will not meet the requirements for Paid Lunch Equity beginning next school year, which is a Federal requirement. If approved, it will maintain Paid Lunch Equity for the next two years. Dr. Raab explained that the department currently receives \$12,000.00 - \$15,000.00 annually in Federal reimbursement right now. It is necessary to adhere to Paid Lunch Equity to continue receiving these funds.
- Mr. Geary thanked Mrs. Petrowski for her presentation. The Committee delivered several questions regarding issues that have occurred in the schools recently, and whether or not the issues were product issues or not. Additional questions were posed as to whether or not it is required to serve breakfast at the high school, and is there a worth to serve breakfast seeing the percentages are so low. Mrs. Petrowski did inform the Committee that free breakfast is offered to those who are eligible for free and or reduced lunch and it is proven that these students benefit from having breakfast offered. Mrs. Lynch was very surprised at the 11% free and reduced lunch in Hanover. She feels this number is high and it's important to remember this, and keep it in everyone's mind when it comes to field trips etc. Mrs. Corbo was recently asked to be a guest listener at the Middle School. Many of the speeches the students presented were related to school lunches, and how they do love them. She also offered some of the suggestions posed by the students to Mrs. Petrowski. Mr. Geary questioned whether or not coffee can be offered in the mornings and/or afternoons at the high school in efforts to generate more revenue. With the amount of students that walk in the building with coffee's in the morning, he wonders if it something that can be offered to them and create the benefit of potential additional revenue.

Motion by Lynch to approve the price increase for school lunches for FY'18 as presented this evening. The motion seconded by Booker. The vote carried unanimously.

- **Q2 Revolving Account Update presented by Dr. Raab** - The presented spreadsheet shown in Appendix D was a snapshot as of December 31, 2016. Although the lunch account showed a negative amount of \$8000.00, they are anticipating the Federal funds that had not been received as of this date, which would bring the program positive. The Face Program also showed negative balances in a couple of the programs totaling \$24,000.00, but put together with the additional programs, it totals \$17,000.00 to the good. The program is also looking to

put the Adult Ed Programs on the map with a mailing to over 5000 people. Mr. Geary thanked the Directors of both FACE and the Lunch Programs.

- **FY2018 Budget 2.0 Update** - No updates beyond the Chapter 70 update that Mr. Ferron spoke of earlier in the evening. Mr. Clarkson will be presenting the Town Budget on February 6, 2017.

**Report on Teaching and Learning: Reading Forum (1/24/17) presented by Ms. Woodward -**

- SEPAC hosted a workshop titled “An Overview of Reading Development” to help parents grasp a better understanding of the basic development of gaining literacy. Some of the presenters were Jackie Abrams, Jessica Busa , Kerri Moran, Stacey Bartlett, Bernard McNamara as well as Ms. Woodward as facilitator. It was a very successful evening and she would like to extend kudos to the Special Education Parent Advisory Committee for what they continue to do.

**Public Comment:** None presented.

- Mr. Geary reminded the Committee members that a Camp Ed will be held on Tuesday, February 7, 2017 at Cedar School from 1:30-3:20pm. Mrs. St. Ives would love to see anyone that is able to attend.
- Mrs. Miller announced that Monday, March 20, 2017 is the last day to submit School Committee Nomination papers.

The next School Committee meeting is scheduled for February 15, 2017 at Hanover High School. Expected Agenda Items include an update on Instructional Rounds Presentation, Hanover High 2.0 Presentation and Budget 2.0 Update. Mr. Ferron will confirm whether or not it will be reasonable to vote on the 2017-2018 calendar at this time.

- Mrs. Lynch thanked Lisa Keefe for the work she has done to date recording the minutes.

Motion by Lynch to adjourn at 7:54pm. The motion was seconded by Booker. The vote carried unanimously.

Respectfully Submitted

Lisa V. Keefe

**Documents Used:**

Donations :	Appendix A
Lunch Price Increase Proposal	Appendix B
Substitute Nurse Pay Proposal	Appendix C
Q2 Revolving Account Update	Appendix D
FY 2018 Budget 2.0 Update	