

Hanover School Committee Meeting Minutes  
June 6, 2018  
Hanover High School

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

**Also Present:** Matthew Ferron, Deborah St. Ives, Thomas Raab, Joan Woodward, Matthew Paquette, Patricia Smith, Susan Egan

**Call to Order:** Meeting was called to order at 6:30 pm by Chairperson Geary.

Motion by Booker to enter Executive Session for the purpose of discussing administrative level contract negotiations with the intent to return to General Session. The motion was seconded by Booker. Roll call vote: Ruth Lynch - Aye, Kim Booker - Aye, Libby Corbo - Aye, Leah Miller- Aye, John Geary - Aye.

Mr. Geary called general session to order at 7:03 pm.

**Public Comment:** None presented

**Approval of Minutes:**

Mrs. Lynch requested to table the approval of the minutes from May 16<sup>th</sup> to the June 20<sup>th</sup> meeting. No one was opposed.

**School Committee Reorganization**

Mr. Geary stated that the Committee would like reorganization actions taken this evening. Ms. Lynch asked if there is any reason the Committee couldn't wait until the next meeting if organizational changes wouldn't take effect until July 1<sup>st</sup>. No action was taken and the reorganization will take place at the June 20<sup>th</sup> meeting.

**Report of the Superintendent:**

- **Events and Updates** - The 8<sup>th</sup> grade Washington DC trip is going well. Grade 6 will go to Camp Squanto next week. C/S memory day for the 4<sup>th</sup> grade is tomorrow. There are field days, sports days and many end of year activities taking place at all schools over the next couple of weeks. High school athletic programs are doing well with rugby, baseball, softball, and tennis all in tournament.
- **Summer Meeting Schedule** - Mr. Ferron recommended August 29, 2018 for the summer meeting, which is consistent with what has been done in the past. If something comes up or there is an emergency a meeting will be posted. The Committee agreed to the date.
- **Center School Building Project Update by Mrs. Corbo** - Ms. Corbo invited Project Manager Dan Pallotta and Center School Principal Jane DeGrenier to present updates. There will be an Open House on June 18<sup>th</sup> from 4-8pm for the community to see the work that has been completed. All are welcome. Everyone has been working on Phase 1 transitions for the fall where current Center School grades K, 1 and 2 will move to the new wing and grades 3 and 4 will remain in Sylvester. Mrs. DeGrenier has been working with her staff and Mr. Oates on classroom assignments to ensure teachers have to move as few times as possible. They have also been looking at special education programming for next year and beyond. Ms. Corbo commended the work of Ms. DeGrenier and Mr. Oates to make this a community and truly one school. She thanked Ms. DeGrenier and Superintendent Ferron for helping this go so well. Mr.

Pallotta shared that interior construction of the new wing is nearly complete and that electric service was turned on yesterday. The first furniture delivery arrived today the remainder is scheduled to be delivered on July 8<sup>th</sup>. This is the first of several phases for the moves and furniture delivery. The new section of the building will be turned over to the school by the end of this month. The auditorium is currently being renovated and will look similar to the high school auditorium when it's complete. It is expected to return to service in October. The new playground and parking lot will be built during the summer and will be complete by beginning of school. The day after school gets out in June, renovation on the existing part of the building will begin. The project is still tracking under budget and will likely be under budget when completed. Mr. Geary thanked Ms. DeGrenier, Mr. Pallotta and the Building Committee for their hard work.

Ms. Corbo asked the Committee to consider, for vote at a later date, moving grades 3 and 4 into the renovated part of the school upon completion in December so they can enjoy the new space. Mr. Geary wants to ensure there is no interruption to education and that there is a plan in place for this transition.

Ms. Miller asked if drop off/pick up would change next year. Mr. Pallotta commented that it will be similar to this year and they will begin educating families and staff at the beginning of August. The road behind Center out to Route 139 should be open by then as well.

Ms. Lynch asked why the Committee would need to vote to move Sylvester students to Center upon completion of the renovation. Ms. Corbo responded that student assignments to schools are within the Committees prevue and that it will impact resources, how services are delivered and she would like the Committees authorization.

The Committee requested a plan, logistics and timeline for review prior to making a decision to move students from Sylvester to Center School mid-year. The students learning experience should not change and expectations should be delivered to families ahead of any move. Ms. DeGrenier stated that there is a professional moving company handling the moves and that she will have a better idea of what to expect at the end of the month when 23 classrooms will be moved in 48 hours. Ms. Miller would also like to see a plan for students with anxiety and how they are planning to make this as stress free as possible. Ms. DeGrenier said all students at Sylvester will be attending specialists in the new building so they will have the chance to get used to it slowly.

- **Special Education Subcommittee Update by Mrs. Booker** - The subcommittee held their last meeting of the year today. Mr. McNamara will present the subcommittees recommendation to use the Panorama Ed survey next year to the School Committee at the June 20<sup>th</sup> meeting. A working group of Dr. Woodward, Ms. Gill and Ms. Bumbalo reviewed and updated the Service Animal Policy to be in compliance with Massachusetts Law and the Americans with Disabilities Act (ADA), and the policy was distributed to the Committee for review. They also discussed if clarification needs to be made regarding the different types of animals allowed in schools. The ADA only covers dogs and miniature horses. Comfort animals are not protected under ADA regulations. Therapy animals must be invited; service animals are welcome any time. Mr. Ferron will send the policy to school counsel for review. For next year the subcommittee will be looking at ABA tutor and paraprofessional. They looked at pay in comparison with other towns and our rates are competitive. The Committee will also review Dr. King's report on the district reading program. Dr. King is still in the process of gathering data for her report. The

subcommittee would like to do an inventory of school furniture to see which schools have flexible furniture.

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

- **Donations** - Donations totaling \$28,811.51 was received from Stop and Shop, the HPTA, Harvard Pilgrim HealthCare, Bay State Textiles, and the HFEE. The HFEE donations are approved grants for 9 teachers and total \$20,862.94. Thank you to all companies and groups for their donations.

Motion by Booker to approve the donations of \$28,811.51 for June 6, 2018 as presented. The motion was seconded by Lynch. Ms. Corbo asked if the \$7,400 for iPads was for only Cedar as she wanted to ensure equity between schools. Dr. Raab responded for now they are only for Cedar but when the schools consolidate they will be used by all first graders. Motion carried unanimously.

- **Obsolete Items** - A memo and supporting list of items were presented. Teachers have walked through rooms in Center and have labeled equipment as obsolete, which will be discarded. Items labeled surplus will find another use within the district. K and 1 will be moving existing furniture to the new building; grade 2 will have all new furniture. Unclaimed items will be put in storage for use at a later date.

Motion by Booker to declare items as obsolete, surplus or to move to new space temporarily as listed. The motion was seconded by Lynch. Motion carried unanimously.

#### **Report on Teaching and Learning:**

- **Class of 2018 College and Career Update** - Presented by Mr. Paquette. Data presented can be found online as Appendix C. The Class of 2018 is one of the smartest classes to go through HHS in a while. He was very impressed and proud of their achievements. Over 93% of students will be attending a 2 or 4-year school in the fall. 129 students applied for early action of which 69 students are attending schools where they were accepted early action. 100 out of 188 students received awards this year. There were 90 scholarships awarded for \$205,877. Mr. Geary commended Mr. Paquette and the high school team on a wonderful graduation ceremony. It was truly about student achievement. Mr. Paquette continued that the performance by Maddie Carroll and Mikenzie Matheson at graduation gave a sense of completion as they performed their first duet at convocation as freshman and their last at graduation. Mr. Paquette has been the principal since these graduates were freshmen, so the graduation "holds a special place" for him. Ms. Lynch commented that the number of students that are attending 4-year schools is impressive and shows the leadership and dedication of the faculty. Several years ago there was concern that our SAT scores were low and that it would impact students being accepted to school. This data shows otherwise.

Ms. Corbo excused herself from the meeting at 8:30 PM.

- **Student Services Review** - Presented by Dr. Woodward, Ms. Morrison Hanover High School Special Education Coordinator, Ms. Busa Cedar Special Education Coordinator, and Ms. Bartlett, Special Education Administrator at Center/Sylvester. An overview of Student Services in Appendix D, which can be found online. Dr. Woodward began by thanking Michelle Gardner and Jacqui Porro for their leadership of the SEPCAC and highlighted the collaboration of SEPAC and the schools. She also thanked Ms. Booker for leading the special education subcommittee, which show the collective work between parent groups, administration and the schools. The special education coordinators and administrators talked about Inclusive Schools Week

highlights in the schools. Activities held during the week include elementary students reading “We Are All Wonders”, door decorating, classroom lessons on inclusion and music therapy programs. They spoke of the dedication of the district to celebrate inclusion all year, not just during one week.

Dr. Woodward discussed changes in the RETELL Initiative (Rethinking Equity in the Teaching of English Language Learners), which is the commitment to address the academic gap in ELL (English Language Learners). As of July 1, 2016, all teachers will need to receive the SEI (Sheltered English Immersion) endorsement from the state.

Dr. Woodward highlighted changes to Medicare Reimbursement and the changes in the ESSA (Every Student Succeeds Act). As of July 1<sup>st</sup>, claims for services included in individual health plans, individual family service plans and section 504 plans will become eligible for reimbursement. Previously it was only for services in Individual Education Plans (IEPs). Hanover children awaiting foster care will now be protected under ESSA, no longer under the McKinney-Vento Homeless Education Assistance Act.

Dr. Woodward shared data from responses received from the Team Meeting Confidence Survey. This survey is sent to parents following IEP meetings. There is a 16% response rate for surveys sent during the 2017-2018 school year. 91% of respondents said they were very confident to confident that the team understands their child’s needs. 93% are very confident to confident that their child’s voice was being heard. 86% are very confident to confident that the IEP is meeting the child’s needs. Mr. Geary suggested that Dr. Woodward try to find out why over 370 parents have not responded to the survey. Is it because they don’t feel there are any issues therefore they don’t feel the need to take a survey or is it for some other reason? There was discussion that because there are identifying questions it may be deterring parents from responding and a suggestion to remove these questions was made. If these surveys are being used to make decisions and changes in the district, a 16% response rate is not acceptable. Ms. Miller asked what the difference is between this survey and the Panorama Ed survey that was reviewed by the Special Education Subcommittee. Ms. Booker responded that the Panorama Ed survey is more about social emotional learning, which includes both a student and parent survey, and is not specific to special education.

The presentation continued with highlights in special education including an increased use of technology for differentiated instruction district-wide, increased enrollment in the preschool program, Dyslexia webinar for all Center/Sylvester staff, Executive Functioning and Social Skills training, Language Based Classroom/Speech and Language Pathologist (SLP) co-teaching at HMS, development of a Therapeutic Learning Center, Pathways and POST Programs at HHS. Ms. Booker asked if the district is aligning technology vertically. The response was yes, the elementary schools work with the middle school and that this is part of the transition discussion. Dr. Woodward was asked to provide what the SLP co-teaching would look like in a 6-day schedule.

Ms. Morrison spoke about the many opportunities available to post graduate students HHS such as the Cedar Street Café, Student Aides who assist their peers on fine and gross motor skills, and Partnerships with Bridgewater State University. The partnership with Bridgewater State allows students to receive college credit and graduate high school and attend college.

Dr. Woodward continued with an update on the district Reading Program Review that is being conducted by consultant Dr. Ilda King. Her report is expected later this month. Dr. King is

looking at consistency of instructional practices. She will provide suggestions for varied instructional programs, helping the district determine how students move between tiers, and necessary professional development to develop common language and program models. This report will be utilized to supplement the literacy plan for the district. Mr. Geary asked about the cost of the review and if it will be recurring year to year. Dr. Woodward responded that it is approximately \$6,000 and is only for this one time review. Ms. Booker asked if Dr. King's report would discuss the fidelity of both Orton-Gillingham and Wilson programs. Dr. Woodward responded yes. Mr. Geary wanted to make clear that when we receive Dr. King's report, that her recommendations would be used to move forward and make decisions in the district; however, Ms. Booker was concerned with Mr. Geary's statement.

The district provided a list of schools and colleges that our special education students will be attending after graduation. Many of our special education student are furthering their education at 2 and 4-year colleges.

Ms. Booker asked how the district accommodates for services for a larger percentage of 5<sup>th</sup> grade students being on active IEPs. Dr. Woodward responded that the teams look at the services student receive, numbers in our inclusion and substantially separate classes and make staffing adjustments accordingly.

- **Health and Wellness Update** - Chairperson Geary asked Ms. Smith and Ms. Egan if they wanted to postpone their presentation due to the late time. Ms. Smith and Ms. Egan were agreeable to come back at future meeting. Mr. Geary apologized for having wasted their time this evening. The Health and Wellness Update will be placed on the August or a September 2018 agenda.

The Committee requested that both the Student Services Update and Health and Wellness Update be spread out over several presentations throughout out the year going forward. These are both very important topics and they deserve to be highlighted and discussed more.

#### **Action Items:**

- **Administration of Medication Policy Revision** - This item was postponed until the August or early September meeting. No action was taken this evening.
- **HHS Immersion Field Trip Requests** - Mr. Paquette introduced the language immersion programs and high school foreign language teachers Emmeline Dhomme, Kaela Curtis and Maura Aborn to discuss the proposals. Ms. Dhomme spoke about the French Exchange program and how our students didn't have much opportunity to travel to France. Students were excited however some were nervous about being alone with a host family. She began looking into language immersion programs for the French and Spanish classes so students could travel together. Students would attend classes as a group at a local school in the morning, take part in educational excursions during the afternoons and groups of 2-3 students would live together with a host family at night. Ms. Curtis spoke of her personal experience as a student and how it allows students to learn a lot and bring more back with them. Ms. Aborn spoke about a reference from Lexington Middle School who participated in this program. The company, Forum Language Experience, works with the same host families so they are very accustomed to having students at their home. They were able to review exit surveys of students from Lexington Middle School who participated in this trip and everyone spoke very highly of the experience and how comfortable they were with their host families. This is what encouraged them to move forward with the proposal. There was discussion about what criteria is used by the company or schools in France and Spain to vet the host families. The Hanover

Schools uses a CORI or SORI background check for anyone who is in contact with students. The Committee voiced concerns over having Hanover students living with a host family that does not go through some form of legal background check. Per Massachusetts law they cannot allow students to be unsupervised with anyone unless they have gone through some form of legal check. They also would like to understand the rooming configuration while with host families. The teachers understand the concerns and are not aware of any background checks being done but would gather more information from Forum. The Committee also recommended that the teachers reach out to additional local schools that have done these trips and ask them about the safety issues and how they managed them. Ms. Lynch expressed a concern that if this is such a great program, why aren't more Massachusetts schools using it. The teachers responded that other schools use different programs that offer a longer trip for students, this one is only for a week, not a month or longer as the others usually are.

There was further discussion about when approval must be given for the trip to take place in February 2019. Per School Committee policy it is six months in advance. Ms. Corbo commended the teachers for their efforts in researching a different enriching student experience when they saw that something didn't work in the past. Ms. Miller expressed her interest in hearing more as well since the price point is lower than other European trips. The teachers agreed to do more research to answer the Committees concerns and questions and will present their findings in September. If more time is needed, they will postpone the trip a year. No action was taken this evening.

**Public Comment:** None presented

Ms. Booker asked if there was an update regarding the student from Columbia who would like to attend Hanover High School that was discussed at a previous meeting. Mr. Ferron stated he spoke with school counsel and that this may not be easy to resolve and he will send an update to the Committee.

The next School Committee Meeting will be June 20, 2018 at Hanover High School: Items currently on the Agenda are FY'18 Budget Closeout Report and Recommendation, 2018-2019 Superintendent Goals Draft 1.0, State of Athletics Report, Panorama Ed Survey

Motion by Booker to adjourn at 10:02 pm. The motion was seconded by Lynch. The motion carried unanimously.

Respectfully Submitted

Rachael O'Callaghan

Documents Used:

Donations	Appendix A
Obsolete Items Memo/List	Appendix B
Class of 2018 College and Career Update	Appendix C
Student Service Review Presentation	Appendix D
HHS Immersion Field Trip Requests	Appendix G