

Town of Canton  
Canton School Committee Minutes of the Meeting of February 2, 2017  
Canton High School Distance Learning Lab

The back-up support documents for each agenda item are arranged in the order listed below.

- A. Call to Order – John Bonnanzio calls meeting to order at 6:30 PM. Reuki Schutt motioned to go into Executive Session for the purpose of collective bargaining. Vote by roll call: 5-0

John Bonnanzio  
Reuki Schutt  
Kristin Mirliani  
Michael Loughran  
Meg Gannon

- B. Open Session called to order by John Bonnanzio @ 7:15 PM.

Present are:

John Bonnanzio  
Reuki Schutt  
Kristin Mirliani  
Michael Loughran  
Meg Gannon

Also Present:

Dr. Jenifer Fischer-Mueller, Superintendent  
Barry Nectow, Business Manager  
Brett McCloud, Recording Secretary  
Staff  
Press

- C. Routine Matters

1. Motion to approve Minutes dated January 19, 2017 as amended. It was voted 4-0-1.

4 yeas 0 nay 1 abstain

2. Motion to approve Bill Schedule dated February 9, 2017. It was voted 5-0.

5 yeas 0 nay

D. Student Member Report: Student member, Rachel Vitali, reported on the school events around the district. Rachel's report included:

Early Childhood Center-This week the Preschool started their Community Helper theme by focusing on the Canton Community. A Canton pride day was held and the Canton Bull Dog was invited for a visit.

Luce - Last week at the Luce School over 220 students, accompanied by a significant adult (parent, grandparent, sibling), participated in one of two Top Secret Science nights. During this event they worked as partners to conduct a variety of experiments which illustrated various scientific principles. On Friday, February 3<sup>rd</sup> and 4<sup>th</sup>, the 4th and 5th grade students will present their interpretation of the Lion King. The students have been practicing and preparing since October.

JFK - Grade 5 students were using spring scales in science to measure how friction changes the amount of force needed to move an object over smooth and rough surfaces. In addition, the Grade 2 students were having fun using different shaped pasta, to show punctuation and edit marks.

Hansen - The Hansen School participated in the Great Kindness Challenge last week by holding a school-wide week of kindness. This initiative was led by the fourth grade students and staff and featured a kick-off Kindness pep-rally with help from the Canton High School Character Crew, daily kindness crafts and activities during recess, and the school community participating in random acts of kindness. Also, representatives from the Hansen School and the Canton district proudly attended an event yesterday at the State House in which our school was recognized as one of 51 Massachusetts Commendation Schools for 2016.

GMS - GMS held its Annual Floor Hockey Tournament on Thursday, January 26<sup>th</sup> after school in the gym. Sixteen teams competed against each other during the elimination tournament. Also, on February 3<sup>rd</sup> the GMS Student Leadership is holding its 2<sup>nd</sup> dance of the school year. The dance is in the café from 6:30-9:00 PM. The admission to the dance is \$5.00 and refreshments will be for sale.

CHS - On February 2<sup>nd</sup>, four students -- Roni Polsgrove, Melissa Barrett, Sofia Connor and Matt Floyd attended the Youth Futures International Council's conference on Global Citizenship: Examining Human Rights Through Design Thinking. The students joined other students from area schools to create teams that examined a human right that needs addressing in the world today. They used the design thinking process to collaborate, problem solve, brainstorm, and create

a visual for their topic. Also, on February 3<sup>rd</sup> the Link Leaders will hold a luncheon for all new students who have transferred to CHS this year.

E. Public Comments/Questions: No public comments

F. Superintendent's Report: Dr. Fischer-Mueller provided an update on a variety of matters going on throughout the district. The superintendent's report included:

Superintendent's Activities

Cabinet District Goals Meeting - Every year the School Committee approves a set of district goals. Periodically throughout the year, the district administrators meet to review individual and collective progress toward these goals.

Goal 1: All Canton staff will individually and collectively use data to intentionally and strategically plan for and respond to students' academic, social, and emotional needs.

Goal 2: The Canton Educator Evaluation process will promote reflection through continuous conversations about teaching and learning that include both celebrations and opportunities for growth.

Goal 3: All Canton staff will hold every student in high esteem and respond to their individual strengths, challenges, and identities, thus empowering them to thrive academically, emotionally, and socially.

Goal 4: All Canton staff will increase their instructional capacity to create a classroom, school, and district culture that promotes social and emotional learning, thus enabling every student access to the curriculum and the development of community citizenship.

To insure that the goals remain a top priority, it is essential to dedicate collaborative time to reflect on our goals and progress toward our goals. Dr. Fischer-Mueller reported that individually and collectively, Canton administrators maintain our commitment to the district goals, as evidence in the actions we are taking. Examples of steps from our action plan include, but are not limited to:

- Staff PD on strategies to enhance social emotional learning
- Staff PD on High Expectations Teaching and Growth Mindset; Making Thinking Visible; and Collaborative Problem-Solving
- Developing Indicators of Excellence to establish common high standards for student learning outcomes and students' school experiences.
- Advancing administrators' skills as evaluators with ongoing learning in their PLC
- Emphasizing reflective conversations about teaching and learning to debrief observations
- Analysis of attendance and substitute data in order to maintain high standards of teaching and learning in all classrooms everyday
- Reflecting on the effective use of time and the purpose and value of Data Teams,

- Instructional Support Teams and District Instructional Support Teams
- Identifying specific student skills for social emotional learning and appropriate strategies to show evidence of students learning and applying the skills

CAPT/CAPE Presidents - On January 20th, the Superintendent met with the leaders of CAPTs and CAPE. At this meeting the Superintendent's FY18 Budget Message was reviewed. This meeting also included further discussion on the proper practices that need to be followed when CAPTs process teacher reimbursements and secure vendors. Dr. Fischer-Mueller thanked all of the CAPT presidents and the CAPE President, along with Mr. Barry Nectow, for their collaboration and ongoing communication to clarify defined guidelines for business practices.

#### Safety and Security

CHS Evacuation - Students and staff evacuated CHS on February 2nd, as the alarm sounded at 8:31AM. The building remained empty as the Canton Fire Department and CPS Maintenance Team addressed a malfunctioning hard-wired EXIT sign. Once the issue was addressed, the students and staff were welcomed back in the building at 9:00AM. The CHS evacuation and re-entry went very well; however, given the shared driveway and parking with the Rodman Administrative Building, drop-off for students in the pre-school program and Charms program posed a significant challenge. The Superintendent will debrief the incident, and with the support of the School Resource Officers, identify strategies to address all issues identified.

Shelter In Place - On January 26th, Principal Folan engaged the high school in the Shelter in Place protocol. The purpose of the Shelter in Place was to allow Canton Police Officers to walk through and around Canton High School to confirm that an unknown and unidentified individual seen earlier had in fact, left the high school building and was off campus. The Rodman Administration Building was engaged in a similar Shelter in Place. The Shelter in Place was called at 8:35AM and lifted at 8:54AM. Dr. Fischer-Mueller was pleased with the response from students, staff and parents. While very successful, the debriefing later in the day provided administrators the opportunity to discuss challenges they experienced and ways to improve. On Tuesday, January 31st, Lt. Rae joined the Cabinet meeting to discuss some of the issues identified in the debriefing. Lt. Rae was clear that there are protocols to guide, but every incident is unique and building administrators and staff need to use their best judgment.

Lockdown Drills - As described in the district emergency plan, all schools have successfully completed the lockdown drills. Dr. Fischer-Mueller reported that Lt. Rae applauded the principals' work with the staff and students.

Fire Drills - Chief Doody of the Canton Fire Department joined the district Cabinet meeting on Tuesday, January 31st to discuss Refuge Space for students/staff requiring assistance in case of a fire or during a fire drill. Refuge Space is a predetermined location where students and staff congregate and await fire fighters or other designated staff assistance. A designated staff person always accompanies students requiring this type of assistance. All staff designated to assist students in a Refuge Space are trained in the use of a stair chair or other device needed to allow for the safe departure from the building. Nurse Leader, Kim Clark-Connor, created user-friendly forms to share detailed information on the Refuge Spaces with the Fire Department. Dr. Fischer-Mueller thanked Chief Doody and Kim Clark-Connor for creating a system that can be easily implemented in the event of an emergency or drill.

#### Important Dates and Events

February 3rd and 4th – Luce School Play “Lion King Jr.” 7PM

February 6th - Strategies Behind the Mathematics

@ Luce, grades 1 & 2, 6-7PM/grades 3 &4, 7-8PM

February 7th - GMS/CHS Recital Night @CHS 7PM (snow date Feb. 8th)

February 8th – CPACSS Meeting

February 15th – Canton Families Embracing Diversity (CFED) Meeting

@ CHS Library

Conference Room, Keynote Speaker, Dr. Malika Jeffries, 7-8PM

#### G. Old Business: No Old Business

#### H. New Business

1. Out of State/Overnight Travel: Jeremy Comeau and the Junior State of America (JSA) requested approval for overnight and out of state travel to attend the JSA Winter Congress in Washington, DC From February 24-26, 2017. Reuki Schutt motioned to approve the overnight and out of state travel. Meg Gannon seconded the motion. It was voted 5-0.

5 yeas 0 nay

2. School Facilities Master Plan: Dore & Whittier Architects, John Richardson and Emily Rae presented an update on the school facilities master plan study. Mr. Richardson explained the timeline of the process and Ms. Rae gave greater detail to some larger parts of the process. Mr. Richardson provided a facilities assessment and the initial space analysis for each building. Overall the buildings are older but in great condition. The space capacity analysis showed the elementary schools are overcrowded. The report also looked at predicted number of children that will be going through the public schools over the next ten years. The next steps will include programming for district administration,



6. 2017-18 School Year District Calendar: Jennifer Henderson presented the draft 2017-18 District Calendar to the School Committee and requested a vote of approval. After review and discussion, Kristin Mirliani motioned to approve the 2017-18 School Year District Calendar. Meg Gannon seconded the motion. It was voted 5-0.

5 yeas 0 nay

7. Second Quarter Financial Report: Barry Nectow provided the Second Quarter Financial Report. Mr. Nectow reported that the accounts have been relatively stable with no large changes for this quarter, but he will be keeping an close watch on the special education tuitions and transportation, as well as weather related expenses.
8. Business Manager's Report: Barry Nectow provided a report on the Chapter 70 funding. The state budgets were released and Chapter 70 is predicted to provide more funds that initially reported. Revenue Committee met and went through all the towns' financial recourses. The recommendation was sent to FinComm and they have not met to look at our request. The predicted allocations amount is between 5-6% which is a little less than what the School Committee has voted on requesting. In addition, the Hansen Roof precall with the MSBA to review the budget for the Hansen Roof Project. The plans need to be in place so when the town votes on the budget we will be able to sign contracts and bid out the work.

J. Sub-Committee Reports

1. TEC- Dr. Fischer-Mueller/John Bonnanzio – Nothing to report
2. CPC – Reuki Schutt – Not present for report
3. BRC- Michael Loughran - Nothing to report
4. Wellness- Meg Gannon – Nothing to report
5. Finance – Reuki Schutt/Meg Gannon - Nothing to report
6. Policy – Kristin Mirliani – No further report

J. Future Business – Next Meeting Thursday, February 16, 2017

K. Other Business – No other business.

- L. Adjournment – Reuki Schutt motioned to return to executive session with no intentions of returning to open session at 9:05 PM. It was seconded by Meg Gannon. It was voted 5-0.

5 yeas 0 nay