

Town of Canton  
Canton School Committee Minutes of the Meeting of September 6, 2018  
Canton High School Distance Learning Lab

A. Call to Order: The meeting of the School Committee is called to order by Chair Kristin Mirliani at 7:03 PM.

B. Open Session:

Present are:

Kristin Mirliani

Michael Loughran

Meg Gannon

Nichola Gallagher

Reuki Schutt

Also Present:

Dr. Jennifer Fischer-Mueller, Superintendent

Barry Nectow, Business Manager

Colleen Hutchinson, Recording Secretary

Public

Staff

C. Public Comments/Questions: None

D. Superintendent's Report: Superintendent Jennifer Fischer-Mueller reported on the following events:

**Superintendent Activities Highlights**

Cabinet Retreat: The CPS Cabinet met again on August 20 and 21 to focus on the business of opening school in September. Plans for opening day and issues of safety and security were discussed.

Staff Luncheon: Every year administrators host a luncheon for staff across the departments of food service, administrative assistants, and custodians/maintenance. It is an opportunity to thank the people who help to make our schools welcoming communities and outstanding learning facilities. Special thanks to Robie Peter for orchestrating all the details for this special event.

**Updates**

Opening of School: Across the school system, staff created welcoming environments for all students. Thank you to all the bus drivers, staff and parents challenged by the traffic. On Tuesday, September 4, all CPS staff was welcomed back. There was a presentation in the CHS auditorium and included welcoming remarks by School Committee Chair, Ms. Mirliani, Chief Berkowitz and Chief Doody. In addition to Chief Berkowitz' welcome, he commented on the strength of the collaboration among the schools, CPD and CFD. Thanks were extended to Yan Yii, President of the CTA, April Goran, Barry Nectow and Jody Middleton for their helpful comments during the morning presentation.

Backpack Donation: Thank you to Norwood Hospital for donating 25 backpacks filled with school supplies to help CPS students. This annual donation is greatly appreciated.

Policy Manual: The Canton Public Schools Policy Manual is available online. It can be found under the School Committee tab on the CPS website. Thank you to Colleen Hutchinson for making the policies easily accessible to everyone.

Coordinated Program Review: The district received the Final Coordinated Program Review (CPR) Report of Findings on August 30, 2018. Of the 102 elements examined in the CPR in the categories of English Language Learning (ELL), Civil Rights (CR), and Special Education (SE), there were only 7 findings. The determination in each of the 7

findings was that the district was found to be partially implementing those elements. *There were no areas found to be non-compliant.* The full Report of Findings as well as the Corrective Action Plan (CAP) will be presented by the Director of Student Services to the School Committee in the near future. These remarkable results are a testament to Debra Bromfield and her exceptional leadership of the department of Student Services!

New Administrators:

***Canton High School***

***Julie Shore - CHS Assistant Principal***

Julie Shore, who served the past two years as the CHS Dean of Students, moves into the assistant principal role. She is an extremely well respected and impactful administrator in the Canton school community. She has demonstrated tremendous expertise in teaching and learning, and building relationships with the families and staff. Mrs. Shore also has a strong skill set in technology integration, Google and building operations. Prior to Canton, Mrs. Shore served as a business teacher at Norwood High School for 10 years. Mrs. Shore holds a bachelor's in Business Administration and Accounting from Northeastern University and worked as an accountant for a non-profit company. She also earned her administrative certification from the MSSAA Leadership Licensure Program and a Master's in Education from Endicott College. She will be working with grades 9 and 11.

***Kelly Cavanaugh - CHS Dean of Students***

Kelly Cavanaugh will serve as the new CHS Dean of Students and brings extensive experience in student services, teaching and learning and technology integration. She spent the last two years as the Dean of Students at Lexington High School. Prior to Lexington, Mrs. Cavanaugh spent 9 years as a special educator at the League School, working with children with autism. At Westwood High School, she served as a special education teacher for 4 years and became the interim assistant principal and dean of students in her last year. Mrs. Cavanaugh holds a bachelor's in theater arts and sociology from UMASS Amherst and earned a Master's in Special Education and a Master's in Educational Administration from Bridgewater State University. Mrs. Cavanaugh is extremely excited to work with families, students and staff in this wonderful community. She will be working with Grades 10 and 12.

***Galvin Middle School***

***Matt Masciarelli - Science Department Coordinator***

Matt grew up in Canton and is a proud Canton High School graduate. From Canton, Matt went on to graduate from Providence College. Upon graduation, Matt worked in mutual funds for five years but having always wanted to be a teacher, decided to go back to school to get his teaching degree. Matt has been teaching science at the Galvin since 2005. Matt's two sons are currently students at the Hansen and his wife is a math teacher at Milton High School. When not at school, Matt enjoys time with his family, hiking, mountain biking and skiing. We are excited that Matt is moving into the Science Department Coordinator position and we're looking forward to working with him this year.

***Cory Johnston - Math Department Coordinator***

Cory Johnston has been teaching math at the Galvin since 2010. Leading up to his joining the Canton Public Schools, Cory taught middle school math in both Brockton and Stoughton, his hometown. Cory graduated from Bryant University with his Bachelor of Science in Business Administration and earned his Masters of Education from Fitchburg State. Cory recently completed a second Master's degree in Administration and Educational Leadership through the LLP program and Endicott College. Cory has been

married for almost three years and has a two-year-old son. He enjoys time with his family and is a huge sports fan. Cory is excited to move into the role of Math Department Coordinator and to work with the teachers in his department.

***Karim Gibson - Dean of Students***

Karim Gibson has been in education for 14 years and was most recently the 6-12 Director of Athletics at the Community Charter School of Cambridge. Prior to this role, Karim worked at the Smith Leadership Academy where he taught Health and Wellness as well as 8th grade special education. In addition, Karim worked as a Special Education teacher for the Boston Public Schools and the Randolph Public Schools. Karim is a graduate of the University of Rhode Island and earned his Master's Degree and his Certificate of Advanced Graduate Studies from Cambridge College.

***Sarah Shannon - GMS Principal***

Ms. Shannon is an accomplished educator with many years of experience as a middle school principal, middle school teacher, and professional development provider. She has inspired students, staff, and parents/guardians in multiple environments to work together in creating innovative, meaningful learning experiences for students. She has an equally impressive record in developing healthy, collaborative work environments for adults. After graduating from Villanova University with a Bachelor of Arts in English, Ms. Shannon earned two Master's degrees: a Master of Education at Lesley University and a Master of Education in Organizational Management from Endicott College.

Ms. Shannon taught middle school English for seven years, followed by four years as Assistant Principal in Duxbury and five years in Scituate as Principal of the Gates Intermediate School. While at the Gates, a middle school of more than 700 students, Ms. Shannon quickly cultivated a collaborative professional culture and developed a shared vision of excellence among all stakeholders. With a steadfast focus on helping educators design relevant and engaging instruction, Ms. Shannon led the community through the multiple stages of designing a new school building that would inspire innovative practices. Finally, Ms. Shannon has also served as the Buck Institute for Education (BIE) Director of District and School Leadership, where she co-wrote and delivered eight-day leadership training programs for school and district leaders and supported them with strategic planning that would lead to systemic change.

***Central Administration***

***Deborah Rooney - Director of Teaching and Learning***

Ms. Rooney comes to Canton from the Boston Public Schools, where she has served as Principal of the Mary Lyon School for the past fourteen years. The Mary Lyon School is nationally-recognized in the field of inclusive Special Education, particularly for students with significant behavioral and emotional needs. Under Ms. Rooney's leadership, the Mary Lyon School has earned a well-deserved reputation for its excellent academic program that incorporates the arts and Special Education services seamlessly.

Prior to serving as Principal, Ms. Rooney spent twelve years as a Literacy Coach and classroom teacher at the Mary Lyon School. She currently serves as President of the Boston Public Schools Middle and K-8 Principals Association, as well as on the Superintendent's Principal Cabinet. Ms. Rooney has collaborated with the Boston Teachers Union as a current member of their innovative Peer Assistance Review Panel. Ms. Rooney demonstrates a commitment to developing teacher leaders and ability to observe classroom instruction and provide thoughtful feedback. She has an unwavering commitment to ensuring that each student participates in educational programming that meets their unique needs.

M.A.S.S. Educational Funding Update: As Canton has experienced, there is significant financial stress being placed on communities statewide to provide equitable educational programs to all students due to the fact that the statewide funding formula has not been updated in 25 years. M.A.S.S. along with other organization (e.g., MTA) is preparing to take action in support of a more equitable foundation budget formula.

**Indicators of Excellence**

Canton Academy: 2018 marked the 14th year of this very successful program with the largest enrollment to date, 490 kids!

**Substitute Orientation:**

On August 16, substitute educators gathered for their yearly orientation in the Canton High School library. Facilitated by Assistant Superintendent Kinsella, the orientation focused on providing the best possible services to our students and staff. Both Director of Student Services Deb Bromfield and Nurse Leader Terri Saunders addressed the group with critical information from their respective areas of practice.

**New Educator Orientation:**

Over twenty-three colleagues in a variety of roles participated New Educator Orientation on August 22 and 23, in the Canton High School library. The diversity of experience among this cohort is notable. One of the district's top goals for Orientation was that new colleagues would be affirmed in their decision to join this educational community.

Transformation of Room 39, Rodman Building: Over the summer months, the custodial staff carried out an astounding transformation in Room 39 of the Rodman Building. Room 39 previously served as storage space and will now provide the Preschool with a greatly needed gross motor room. We express our gratitude in particular to Gene Zupkofska, Alan Hawksley, Kenny McKee, Mark Eardley, and Scott Parsons for their superlative work. We express our gratitude, as well, to Brian Lynch for overseeing this magnificent reclamation of instructional space.

**Important Dates and Events**

September 6	First Day of School K-12
September 6	School Committee Meeting
September 10	Rosh Hashanah - No School
September 11	First Day of School for PreK
September 12	JFK Open House Grades 2-5 6:00pm - 7:30pm
September 13	Instrument Demonstration Day - Elementary schools will have an assembly during the day, where students can view all the instruments offered in band and orchestra.
September 13	Hansen Open House Grades 2-5 6:00pm - 8:00pm
September 13	Luce Open House Grades 2-5 6:00pm - 8:00pm
September 17	Galvin Middle School Open House 6:00pm - 8:00pm
September 17	Instrument Rental Night 6:00pm - 8:30pm
September 19	Yom Kippur - No School

September 20	School Committee Meeting
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E. New Business

1. Student Rep Introductions: Principal Folan introduced the three new School Committee Student Representatives for the 2018-2019 school year. All three students are seniors and participate in various activities and organizations within Canton High School. The students are: Srimayi Chatruvedula, Max Macort and Devin Foster. School Committee members welcomed all members.
2. New Administrative Staff Introductions: Superintendent Fischer-Mueller and building Principals welcomed and introduce all new Administrative Staff. The bios for the staff are listed above in the Superintendent's Report.
3. Tennis Court/Pickle Ball Court: Principal Folan presented on behalf of Mr. Erickson who worked in conjunction with the Council on Aging Director, Ms. Diane Tynan. Their request is to paint a pickle ball court over the existing tennis courts. Mr. Folan shared that the courts are public and used by the entire community. The plan is to start with one court. Mr. Loughran suggesting starting with a temporary solution, possibly tape, due to the conflicting reports he has read pertaining to the paint being a distraction during tennis matches. Mr. Loughran also suggested possibly looking at another location in town. After a brief discussion, it was agreed that Mr. Erickson would further discuss this matter with the tennis coach and report back to the committee.
4. Policies:
  - i. JICB: Ms. Bromfield presented policy for vote. Ms. Gallagher expressed concern with students being responsible for technology in the event it got damaged. Ms. Bromfield explained that we have insurance /care plan for the more costly devices. The expectation, as written in the policy and student handbooks, is that students exercise care with devices. It was discussed that the district would not put a family in a position where they would be punished if they could not afford repairs.

**Move to waive 2<sup>nd</sup> read**: Reuki Schutt  
**Second**: Meg Gannon  
**Vote**: 5-0  
**Move to approve Policy JICB**: Reuki Schutt  
**Second**: Meg Gannon  
**Vote**: 5-0
  - ii. JHE: Ms. Bromfield presented policy for vote. Few small changes to policy presented.

**Move to waive 2<sup>nd</sup> read**: Reuki Schutt  
**Second**: Meg Gannon  
**Vote**: 5-0  
**Move to approve Policy JHE**: Reuki Schutt  
**Second**: Meg Gannon  
**Vote**: 5-0

iii. JJ: Ms. Bromfield presented policy for vote. No changes.

**Move to waive 2<sup>nd</sup> read:** Reuki Schutt

**Second:** Meg Gannon

**Vote:** 5-0

**Move to approve Policy JJ:** Reuki Schutt

**Second:** Nichola Gallagher

**Vote:** 5-0

iv. JFBB: Ms. Bromfield presented policy for vote. The only change is a date change from June 1 to April 1.

**Move to waive 2<sup>nd</sup> read:** Reuki Schutt

**Second:** Michael Loughran

**Vote:** 5-0

**Move to approve Policy JFBB with date change:** Reuki Schutt

**Second:** Michael Loughran

**Vote:** 5-0

v. JF-E: Ms. Bromfield presented policy for vote. The only change proposed is to add Preschool into second paragraph.

**Move to waive 2<sup>nd</sup> read:** Reuki Schutt

**Second:** Meg Gannon

**Vote:** 5-0

**Move to approve Policy JF-E with change to second paragraph:** Reuki Schutt

**Second:** Meg Gannon

**Vote:** 5-0

5. Strategic Framework with District Priorities: Superintendent Fischer-Mueller presented a wording change to two Strategic Areas of Focus, 2.3 and 3.2. The proposal adds voice and agency for both educators and students as this is something we are seeking to develop. Also changed *working draft* to *version* on first page. Chair Mirliani shared how impressed she was with the Strategic Framework and expressed the importance of the document.

**Move to approve changes to the Strategic Framework:** Reuki Schutt

**Second:** Nichola Gallagher

**Vote:** 5-0

6. Feasibility Study Update: Superintendent Fischer-Mueller shared that there was a meeting with Dore and Whittier in July. The group met as an education subcommittee regarding 5B1 and the vision of the 8<sup>th</sup> grade academy at the Rodman. The group also talked about a middle school that would include fifth graders. The next meeting is on September 13<sup>th</sup>. The Study is in process and doing what it is suppose to do. A more detailed overview will be shared after the September meeting.

7. Union Contracts: Mr. Nectow reported that they have come to agreements in principal on all 5 contracts. Three of the contracts have been documented and reviewed by bargaining units. Two contracts were presented for vote: Unit A and Custodial Contract.

Unit A contract has been agreed in principal and signed by both parties. It is a one year contract with a 2% increase and a bump in longevity by \$150 at each step. They will start meeting again later this month with the focus on a longer contract.

**Move to approve Unit A contract:** Reuki Schutt

**Second:** Meg Gannon

**Vote:** 5-0

Custodial contract has been agreed upon and signed by both parties. It is a three year contract with a 2% increase each year. There is a bump in longevity steps and some language changes that are not economically driven.

**Move to approve custodial contract:** Reuki Schutt

**Second:** Meg Gannon

**Vote:** 5-0

Administrative Assistants, Food Services and Unit E are in process and will be presented for consideration at an upcoming meeting.

8. Superintendent Evaluation and Contract: Chair Mirliani presented Superintendent Fischer-Mueller's contract and evaluation. The committee is pleased with the Superintendent's performance; her overall rating is proficient. 4 goals outlined: Educational Equity, Professional Culture, Education Creativity and Innovation and Achieving District Excellence. A five year contract was presented with the salary in the middle of 12 comparable towns. Superintendent Fischer-Mueller thanked the committee for their feedback and support. She also thanked the Central Office team.
9. FY18 Quarterly Financial Report: Mr. Nectow presented the FY18 fourth quarter financial report. He explained that we are in a better place than we thought. We will be carrying forward circuit breaker funding, when we thought we were not going to have any. Three reconciliations: \$682k to carried into FY18, we received approximately \$1, 5000 in circuit breaker funds, so \$725k is carried forward. We also have the town appropriated 700k in the Special Education Stabilization funds to cover deficits. Overall, from a special education expense standpoint and with circuit breaker and the stabilization funds we are in good shape moving into FY19 and with the start of the FY20 budget. A copy of the FY18 4<sup>th</sup> quarter report is available on request.
10. FY18 Quarterly Donation Report: Mr. Nectow presented the FY18 fourth quarter donation report, totaling \$94,830, for approval and vote. A copy of the FY18 4<sup>th</sup> quarter report is available on request.

**Move to approve quarterly donations:** Meg Gannon  
**Second:** Michael Loughran  
**Vote:** 5-0
11. Deed for North Street Maintenance Warehouse: Mr. Nectow requested a vote to modify the deed for the North Street Maintenance Warehouse. We own half of the building and due to having a new owner of the other half of the building; the deed needs to be changed. The change in the deed allows us to expand our use of the building as well. All members must sign the deed at Town Hall in front of a Notary Public.

**Move to modify deed:** Reuki Schutt  
**Second:** Michael Loughran  
**Vote:** 5-0

F. Old Business: None

G. Business Manager's Report:

- 1.) Barry Nectow spoke about opening day transportation. Over 2,300 students are transported via yellow busses. There were some difficulties with busses running late due to construction and some other factors (K students on bus this 1<sup>st</sup> day and change of school start times).
- 2.) Hansen School pick up location has been changed. Pick up is now down in the GMS lot by the roller rink. Staff along with CPD worked together to make the changes to alleviate traffic in front of the Hansen during the end of the school day.
- 3.) Current enrollment is 3,208, not including Preschool numbers. This year we have 236 kindergarteners, end of last year we had 224. Residency checks are still going on.
- 4.) JFK modular architect is on board, the site is being surveyed. The RFQ is out for the bathroom concession stand. Looking at occupancy date to be about one year from today.
- 5.) The preliminary CPCC application FY20 project is due October 5th. Mr. Nectow said we would need to think about what we would like to submit so that we meet the deadline.
- 6.) Safety and security work includes; new door intercom systems in use with high quality video in all five buildings. There have been camera additions and a replacement of the backbone system that runs all the camera systems. There are signs posted at all buildings indicating that the building is under surveillance. The next meeting is October 4<sup>th</sup>.

H. Routine Matters:

1. Approve Minutes dated August 14, 2018. Nichola Gallagher asked for changes to be made to the PRHC subcommittee report. These minutes be brought back for vote at the next meeting
2. Approve Executive Minutes dated August 14, 2018.  
**Move:** Mike Loughran  
**Second:** Meg Gannon  
**Vote:** 5-0  
Move to **hold executive minutes** dated, August 14, 2018.  
**Motion:** Mike Loughran  
**Second:** Meg Gannon
3. Approve Workshop minutes dated August 14, 2018.  
**Move:** Mike Loughran  
**Second:** Meg Gannon  
**Vote:** 5-0
4. Approve Bill schedule dated July 26, 2018  
**Move:** Mike Loughran  
**Second:** Reuki Schutt  
**Vote:** 5-0
5. Approve Bill schedule dated July 30, 2018  
**Move:** Mike Loughran  
**Second:** Reuki Schutt  
**Vote:** 5-0
6. Approve Bill schedule dated September 13, 2018  
**Move:** Mike Loughran

**Second:** Meg Gannon

**Vote:** 5-0

I. Sub-Committee Reports

1. CPC – Nichola Gallagher– Nothing to report, meeting next week.
  2. BRC – Mike Loughran – Mr. Nectow reported that the BRC was awarded the contract for the lighting at Walsh Field. Working on scheduling now.
  3. Wellness - Meg Gannon –Nothing to report
  4. Finance - Reuki Schutt/Meg Gannon - Nothing to report
  5. Policy - Kristin Mirliani – Nothing to report
  6. PRHC – Nichola Gallagher reported that they plan to come back to School Committee in October. Working with Julia Volfesen, who is on a MFA steering committee. Went to an Ed Tech night and made good contacts. PRHC presents a unique opportunity to possibly engage with one of these contacts on an initiative to bring Ed Tech to K-12 education in exchange for services. Still in planning stages. Requested other members of school committee to participate in future meetings. Chair Mirliani suggested we hold on this until after the PRHC presents in October.
- J. Future Business – Next School Committee Meeting will be held Thursday, September 20, 2018 @ 7:00 in the Distance Learning Lab.
- K. Other Business: No report
- L. Adjournment: Time: 8:43 p.m.  
**Move to adjourn Open Session:** Kristin Mirliani  
**Second:** Reuki Schutt