

Town of Canton
Canton School Committee Minutes of the Meeting of September 20, 2018
Canton High School Distance Learning Lab

A. Call to Order:

The meeting of the School Committee is called to order by Vice Chair Michael Loughran at 7:02 PM.

B. Executive Session:

C. Open Session:

Present are:

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

D. Public Comments/Questions:

None

E. Student Report:

Max Macort was welcomed to his first meeting. No report.

F. Superintendent's Report:

Superintendent Jennifer Fischer-Mueller reported on the following events:

Superintendent Activities Highlights

TEC Board Meeting: Superintendent Fischer-Mueller attended The Education Collaborative (TEC) Board of Directors meeting on September 14th.

CAASA: The monthly meeting of the Canton Alliance Against Substance Abuse (CAASA) was held on September 17th. Members reviewed the Interface Referral Service. Thanks to a grant secured by Chief Doody and Ms. Bonner, members of the school department and the town of Canton may now refer people for consultation with a mental health professional about resources and/or receive personalized matched referral.

Waterfall Hills Donation: Ms. Sandy Gudiel and Martin Schoolcraft of Waterfall Hills dropped off a generous donation of backpacks and school supplies. The items were shared with staff across the schools to distribute to students.

Updates

Opening of Early Childhood Program: On September 11, Ms. Donna Kilday, Coordinator of the Rodman Early Childhood Program, reported that they welcomed 88 students and families to the 2018-19 school year. The Friday before the first day, families and children had the opportunity to visit the school, see their child's classroom and meet staff. During this event each family chose a paint chip closest to their skin color. This activity is based on the book *The Colors of Us* by Karen Katz which is now part of the classroom library

in each room. From these chips, a wonderful display was created in the entrance celebrating our diversity. Ms. Kilday thanked the preschool staff for the countless hours they spent preparing for students and their families and welcoming new colleagues.

Indicators of Excellence

Ongoing Professional Learning: Three different educator and administrator groups have begun their collaborative work for the 2018-19 school year. The Administrators' Professional Learning Community, the Educator Evaluation Professional Learning Community, and the Elementary Grade-Level Team Leaders all met for the first time this year on Tuesday, September 18. Each of the groups builds from the principles of Facilitative Leadership, and each has a focus on using real-life problems of practice as a way to improve professional skills. Assistant Superintendent Patricia Kinsella and Director of Teaching and Learning PreK-8 Deborah Rooney will be co-facilitating the Administrators and Team Leaders groups with our consultant, Gene Thompson-Grove. Ms. Kinsella will be facilitating the Educator Evaluation PLC. This is the second year that the Administrators and Team Leaders groups are using Facilitative Leadership strategies.

Safety Assessment Training: The district is sending a team of six professionals to a Safety Assessment Training with Ms. Nancy Rappaport. The purpose of this Professional Development is to develop our capacity to keep potential violence from becoming real by establishing a District Safety Assessment Team. The Team will learn from experts in the field, analyze case studies that inform their understanding of safety assessment practices, and collaborate with teams from our regional district learning community. Of primary importance will be the Team's work to establish a process for addressing safety issues and to implement a comprehensive Safety Assessment protocol for our district. The members of the Team include: Julie Shore, Jim Spillane, Katie Doherty, Jona McCourt, David Brauninger, Donna Kilday and Debra Bromfield.

Important Dates and Events

September 24	Encore Private Music Lesson Program Begins
September 25	CHS Athletic Open House, 7:00pm - 8:15pm
September 26	Early Release - PK-5 Common Planning, 6-12 PD
September 27	CHS Open House, 6:30pm - 9:00pm
October 2	Community Forum--Addiction and the Adolescent Mind with Dr. Ruth Potee Sponsored by: CAASA, GMS Cafeteria - Starts at 7:00pm
October 3	Upcoming Test of the Integrated Public Alert and Warning System (IPAWS)
October 4	School Committee Meeting, Starts at 7:00pm

G. Old Business:

The committee brought back the proposal to convert one Tennis Court to a Pickle Ball/Tennis Court. Mr. Folan reported that the tennis coaches were consulted and did not object to painting over one court. He also reported that it would not be an issue with the MIAA. He felt it is a good enhancement to the CHS campus and an opportunity to outreach to a larger segment of our population.

Move to convert one tennis court to a pickle ball/tennis court: Reuki Schutt
Second: Nichola Gallagher
Vote: 4-0

H. New Business:

1. Preschool allergy awareness update: Ms. Donna Kilday and Ms. Bailey Hewit talked about a proposed change in practice and change in wording to the PreK handbook. They want to align their handbook with the district and elementary schools. Right now the preschool handbook says they are totally tree nut and peanut free. They want it to read allergy aware in all classrooms.

Move to change wording in handbook: Reuki Schutt
Second: Michael Loughran
Vote: 4-0

A proposed change to the Food Allergy Management Plan on page 14, for it to read elementary *and preschool*, currently it just reads elementary.

Move to waive 2nd read of JLCEA-R: Reuki Schutt
Second: Meg Gannon
Vote: 4-0

Move to change Policy JLCEA-R to add preschool to wording: Reuki Schutt

Second: Meg Gannon
Vote: 4-0

2. Out of State/Overnight Travel: Mr. Ed McDonough and Mr. Derek Folan requested approval for overnight and out of state travel to attend the Student Television Network conference at the Washington Convention Center in Seattle Washington from March 27 – April 1, 2019. Mr. Folan noted that the dates do fall within MCAS times, so sophomores would not be able to attend this year, but would be able to attend future years. Mr. McDonough presented background information on previous STN trips.

Move to approve STN Trip: Reuki Schutt
Second: Meg Gannon
Vote: 4-0

3. CHS and GMS fees: Mr. Folan and Mr. Sarah Shannon presented the proposed FY19 fees for a vote of approval. Ms. Shannon completed a review of how GMS clubs were feed; in the past there were two different fees for different types of clubs. The GMS proposal is to have a onetime fee of \$70 for a student to participate in as many clubs as they would like. Clubs that are grant funded would not be charged this fee. Mr. Folan presented a proposal for a onetime activity fee of \$70 for clubs that have travel costs or signification production costs. Those clubs are: Mock Trial, Math Team, Robotics, Unified Sports, Science Team, Drama Club, Maniacal, Fall Play, and Cabaret.

Move to approve changes to the GMS and CHS activity fees: Nichola Gallagher
Second: Meg Gannon
Vote: 4 -0

Mr. Danny Erickson proposed an increase in the facility fee for ice hockey and swimming due to facility rental costs increases of nearly 40%. Gymnastics costs have

not gone up as much, so he is not requesting an increase in this sport. Proposal is to go from \$250 to \$350 in hockey fees and \$50 to \$100 in swimming. Mr. Erickson said there has not been a request for an increase in at least 6 years. The fees only offset the facilities costs; they do not cover all the costs. Also noted was that these facilities fees are not factored into the family cap of the user fee. Ms. Schutt and members of the committee held a lengthy discussion regarding concerns with the proposal. Some members felt that there was not enough information available and that they should take time to look at the fee structure and other options, especially since the agenda does not set forth these specific facilities fees. Discussion continued about postponing the facilities fee vote in order to have more detail and time to review other options. The idea of including the facilities fee included in the family cap was mentioned. Mr. Erickson felt these were reasonable increases to ask based on the cost of the programs. Without a vote of approval, Mr. Erickson said he would have to consult with the Business Manager. Ms. Schutt inquired about the total dollar amount of the shortage. This number was not available. Mr. Nectow said in the past we have reached into the operating budget to cover some of these costs. There was discussion to move on this for this year, and for Committee members to further analyze new fee structures at future budget cycle meetings.

Move to approve increase in ice hockey and swimming facility fees as dictated above: Meg Gannon

Second: NONE

Vote: Failed - Motion deferred to an upcoming meeting

4. Coordinated Program Review: Ms. Debra Bromfield explained that the Coordinated Program Review looks at 59 Special Education elements, 25 Civil Right elements and 15 ELL elements. The Report of Findings showed only 3 ELL partially implemented elements, 3 partially implemented Civil Rights elements, and only 1 partially implemented special education element. Ms. Bromfield has completed a corrective action plan and has met and reviewed the plan with the DESE representative to establish a timeline for all elements to be fully implemented.
5. Enrollment Update: Mr. Nectow provided an update on current enrollment numbers. There are currently 3,290 total enrollments including preschool. Current numbers are: 88 at the Preschool, 523 at the JFK, 486 at the Hansen, 485 at the Luce, 730 at the Galvin and 978 at CHS. About 13.5% of the sections over the class size guidelines. Very similar to last year. Superintendent Fischer-Mueller noted that the JFK kindergarten numbers are a little higher than we would prefer, but since each K class has an Educational Assistant, it was previously agreed that the 5th section at JFK would go to Grade 1 since they do not always have an Ed. Asst. in the classrooms. At the Luce K, three sections were budgeted based on preliminary numbers, then due to increase in numbers went to four sections.
6. Disposals: Mr. Nectow requested a vote to dispose of old GMS Social Studies books and material deemed to have no value. He also presented the possible option to sell newer science curriculum that we never used. Mr. Nectow was unsure of why we did not use the proposed curriculum. Any funds received will go back to the general fund.

Move to approve the disposal of old social studies books: Reuki Schutt

Second: Meg Gannon

Vote: 4-0

Move to approve the possible sale, and/or disposal of surplus science curriculum: Reuki Schutt

Second: Meg Gannon

Vote: 4-0

7. Contract Votes: Vice Chair Loughran reminded the public that at the last meeting, there was an agreement and terms presented to extend Superintendent Fischer-Mueller's contract for five years. Vice Chair Loughran presented that contract for a vote of approval.

Move to approve Superintendent Fischer-Mueller's five year

contract: Meg Gannon

Second: Nichola Gallagher

Vote: 4-0

Mr. Nectow reported that 2 additional contracts were ratified. The first contract discussed was the Cafeteria workers contract. There was salary restructuring across all grades and a 2% increase for all three years. Increase in longevity by \$100 per class, clean up language in various parts of contract with regards to years before new employees are eligible for step change, subs for managers, how much sick leave can be used and notice of sick leave, lengthening of the new employee period, notice of time to use a personal day, and a new evaluation tool.

Move to approve cafeteria workers contract: Reuki Schutt

Second: Meg Gannon

Vote: 4-0

The next contract presented was for the Administrative Assistants. Some changes there include a title change from Secretary to Administrative Assistant, three year contract with 2% all three years, longevity increase of \$125 per class per year, clean up language around personal days, compensatory days, new employee steps, and number of days the School Year Secretary works.

Move to approve Administrative Assistants contract: Reuki Schutt

Second: Meg Gannon

Vote: 4-0

The Unit E will be presented for consideration at an upcoming meeting.

I. Business Manager's Report:

Mr. Nectow reported that the Mass School Building Authority (MSBA) is visiting on Tuesday. Vice Chair Loughran said he hopes he and/or Chair Mirliani will be present at this meeting. He also reported that the waitlist for the buses is expected to be cleared by the end of next week. The buses are doing ok working around all the construction projects. And finally, the district Safety and Security team, which includes members of CPD and CFD, is kicking off next week. Superintendent Fisher-Mueller explained that at these meeting, guidelines are reviewed and outlined regarding when we need to hold safety drills and fire drills.

H. Routine Matters:

1. Approve Minutes dated August 14, 2018.

Move: Nichola Gallagher

Second: Reuki Schutt

Vote: 4-0

2. Approve Minutes dated September 6, 2018.

Move: Nichola Gallagher

Second: Reuki Schutt

Vote: 4-0

3. Approve Executive Minutes dated September 6, 2018.

Move: Nichola Gallagher

Second: Meg Gannon

Vote: 4-0

Vice Chair Loughran made a motion to HOLD Executive Minutes

4. Approve Bill schedule dated September 27, 2018

Move: Reuki Schutt

Second: Meg Gannon

Vote: 4-0

I. Sub-Committee Reports:

1. CPC – Nichola Gallagher– Upcoming deadline of October 5th. Vice Chair Loughran indicated that options that we may want to pursue should be discussed at the October 4th meeting.
2. BRC – Mike Loughran – Met last night, discussed updates on school projects.
3. Wellness - Meg Gannon –Next meeting Oct 4th.
4. Finance - Reuki Schutt/Meg Gannon - Nothing to report
5. Policy - Kristin Mirliani – Nothing to report
6. PRHC – Agreed to present at the October 18th meeting with Julia Volfsen in order to bring everyone up to date. Continues to make contacts in the industry.

- J. Future Business – Next School Committee Meeting will be held Thursday, October 4, 2018 @ 7:00 in the Distance Learning Lab.

K. Other Business:

- L. Adjournment: Time: 8:30 p.m.

Move to adjourn Open Session: Reuki Schutt

Second: Meg Gannon