

Town of Canton  
Canton School Committee Minutes of the Meeting of August 14, 2018  
Administration Building, Room 28

A. Call to Order: The meeting of the School Committee is called to order by Chair Kristin Mirliani at 7:17PM. Chair Mirliani noted that Executive Session was suspended and will resume following Open Session.

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 Fischer-Mueller reported on the following events:

Superintendent Activities Highlight

Canton Alliance Against Substance Abuse (CAASA): On May 23<sup>rd</sup>,

Superintendent Fischer-Mueller attended the meeting of the Canton Alliance Against Substance Abuse led by Chief Doody. CAASA continues to provide a Drop-in Center for people concerned about issues of substance abuse, along with pursuing Narcan Training and preparing for the August 23 Celebration of Life event at the Senior Center.

Updates

Kindergarten Enrollment: As of August 13, there are a total of 233 students enrolled in free full-day Kindergarten. The breakdown by elementary school is:

JFK 88

Luce 76

Hansen 69

As a result of summer enrollment, there will be a new section of Kindergarten at Luce which was originally eliminated from the FY19 budget. All three elementary schools will have four sections of Kindergarten.

Cabinet Retreat: Central Administration is preparing for the final day and a half of the Cabinet Retreat. This time is focused on the business of opening school and setting up for the next school year.

Update on Hiring: Below is a breakdown of Unit A professionals hired since the end of June 2018 includes:

Location	Newly Hired	Still Open
CHS	6	1 (Physics/Chem)
GMS	4	1 (Reading Teacher)
JFK	4	0

Hansen	1	0
Luce	3	1 (K teacher)
Rodman	0	.4 (School Psych.)
District	1	0

Administrative Hires: Building-based and central office administrators have been busy filling critically important administrative roles, some as a result of recent resignations. At the September School Committee meeting all the new administrators will be formally introduced, including the CHS and GMS Deans of Students.

With the recent resignation of our Instructional Technology Administrator, April Goran, there will be restructuring in this department. The Instructional Technology Administrator position will now be a Directive of Technology, overseeing both the informational-side of technology along with the teaching and learning-side of technology.

CHARMS: The FY17 audit was completed and submitted to DESE for state reporting. In alignment with the agreement and as a member of the collaborative, the Town of Canton will receive a check in the amount of \$126,930.59, representing the town’s share of the disbursement of CHARMS remaining funds. Superintendent Fischer-Mueller thanked Marc Richard and Sarah Spatafore for their guidance through this difficult transition.

Important Dates and Events

- August 15      Elementary 18/19 Placement Letters Emailed by 4 p.m.
- August 16      Substitute Orientation-CHS Library 8:00 a.m. to 3 p.m.
- August 22 - 23    New Educator Orientation
- August 23      CAASA Celebration of Life Event – 7:00 Senior Ctr.
- August 28      9th Grade Student Orientation
- August 29      GMS - Incoming Grade 6 Tour Night, 6:00pm - 7:30pm
- September 3     Labor Day - No School
- September 4     First Day for Teachers (No School for Students)
- September 4     Luce Kindergarten & Grade 1 Open House, 5:00pm - 6:00pm
- September 4     Hansen Kindergarten & Grade 1 Open House, 6:00pm - 8:00pm
- September 4     JFK Kindergarten and Grade 1 Open House, 6:00pm - 7:30pm
- September 5     Professional Development Day for Staff - No Students
- September 5     Summer Staff Appreciation Luncheon – CHS Library , 11:30-12:30
- 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

E. New Business

1. Canton Public Schools Appendix and Student Handbooks: Ms. Bromfield presented the updated District Appendix and Student/Family Handbooks for each school. Ms. Bromfield pointed to out several changes in the following areas of the district appendix: Residency and Registration Information and Procedures,

the addition of an inclement weather clause in the absence notification program, preschool tuition increase, lunch price increase and the district website change from Edline to Campus Suite.

There was some discussion around the wording in the handbook sections related to CHS BYOD and GMS student technology. Ms. Ellen Donovan, parent, expressed concern with devices potentially being used as fillers during instructional downtime. She also wanted to be sure that chromebooks are available at the start of lessons. This way, children who do not have his/her own device would not feel left out/singled out while the teacher is looking for a device for them to use. There was additional discussion regarding confiscating student devices for inappropriate use and the liability with this practice. Ms. Schutt agreed that teachers must closely supervise the use of devices in the classroom and emphasized the need for educational equity with regard to electronic devices. The vote to approve the district appendix and student handbooks was suspended until after the vote for the lunch price increase was approved then voted on as indicated below:

**Move to accept the district appendix and student/family handbooks:**

Reuki Schutt

**Second:** Meg Gannon

**Vote:** 5-0

2. ADA Self Assessment: Ms. Bromfield reported that she and Superintendent Fischer-Mueller met with Town Hall representatives regarding ADA compliance. Ms. Bromfield reported that all CPS Department Heads completed a self assessment. Most all physical barriers are removed from all of our buildings. The district will be looking at adding railings in some bathrooms as well as improving communication standards (i.e. interpreters, translators). Ms. Bromfield stated that, in general, the general public can access what we have to offer.

3. Policies: Ms. Bromfield presented the following policies for review and vote:

- i. KI: Ms. Bromfield asked the committee to consider the *original* version of the Visitor to the Schools policy as the final version presented for approval.

**Move to waive 2<sup>nd</sup> read on original Policy KI:** Reuki Schutt

**Second:** Mike Loughran

**Vote:** 5-0

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

**Second:** Meg Gannon

**Vote:** 5-0

- ii. IMG: Ms. Bromfield presented the Animals in School policy for review and vote. After some discussion the committee agreed to change guide or assistance dogs to guide or assistance animals and to change dogs and cats to all fur bearing animals under these sections.

**Move to waive the second read on policy IMG:** Reuki Schutt

**Second:** Meg Gannon

**Vote:** 5-0

**Move to approve Policy IMG with changes stated above:** Reuki Schutt

**Second:** Meg Gannon

**Vote:** 5-0

4. Rental Rate Increase: Mr. Nectow proposed a building rental rate increase to keep up with the labor rates in the collective bargaining unit. FY19 rates for regular hours will be \$47.39/hour (prior year \$46.46) and \$63.81/hour for Sundays and Holidays (prior year \$62.56); these rates reflect COLA per contract.  
**Move to approve a building rental increase:** Reuki Schutt  
**Second:** Meg Gannon  
**Vote:** 5-0
  5. Lunch Price Increase: Mr. Nectow proposed a FY19 increase to the lunch price by \$.20 and the breakfast price by \$.25 at all schools due to the increasing food, labor and benefits.  
**Move to approve increase to lunch and breakfast prices:** Reuki Schutt  
**Second:** Nichola Gallagher  
**Vote:** 5-0
  6. Student Enrollment: Mr. Nectow provided an enrollment analysis. Currently the total number, not including PK is 3225. This number is 3 less than the number this time last year and 75 more than 2011/12. School breakdowns are: Hansen 487, JFK 523, Luce 479, Galvin 755, and CHS 981. Preschool currently has 92. There are 42 applications in process.
- F. Old Business: None
- G. Business Manager's Report:
1. JFK Modular: Mr. Nectow reported that the BRC gave Dore and Whittier the design contract.
  2. Bus Passes: Passes being mailed late next week or early the following week; no later than 8/31. Routes will be published on 8/30.
  3. Pleasant Street closing for three months: There is a different traffic plan due to road closure. Connolly Bus Company has accounted for the closing. Connolly has done 2 sets of routes, 1 for the closing and 1 for when the road opens (which will be published in late November). Mr. Nectow asked for patience during this time.
  4. Safety and Security Update: Improvements continue to happen at all buildings i.e. door shades, additional cameras, etc.
  5. DESE Audit: No citations on the fiscal review audit.
- H. Routine Matters:
1. Approve Minutes dated July 18, 2018  
**Move:** Reuki Schutt  
**Second:** Mike Loughran  
**Vote:** 5-0  
Amend Minutes dated July 18, 2018 with change to CPC subcommittee report; take out committee to receive capital funds, replace with committee met.  
**Move:** Reuki Schutt  
**Second:** Nichola Gallagher  
**Vote:** 5-0
  2. Approve Executive Minutes dated July 18, 2018.

**Move:** Reuki Schutt  
**Second:** Mike Loughran  
**Vote:** 5-0

Move to **hold executive minutes** dated July 18, 2018.

**Motion:** Reuki Schutt  
**Second:** Mike Loughran  
**Vote:** 5-0

3. Approve Workshop minutes dated July 18, 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 – Moving forward with modulars meeting on 22<sup>nd</sup> with Dore and Whittier. Bids are out for lighting project at Walsh Field. Project could start as early as September.
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 are building out what the focus group will look like for the school committee. Held a meeting with Superintendent Fischer-Mueller and Mr. Nectow regarding the schools involvement. PRHC will have a Museum and large component will be an Education Technology Center. Ties into long term objective of integrating technology. Upcoming meeting on 8/20 where they will be presenting a business case. Would like for members of PRHC to attend a future school committee meeting to do a piece on the Ed tech center.

- J. Future Business: Next School Committee Meeting will be held Thursday September 6, 2018 @ 7:00 in the Distance Learning Lab at CHS.

- K. Other Business: No report

- L. Adjournment: At 8:29 p.m., the Canton Public School Committee was polled and voted unanimously to resume Executive Session for the purpose of discussing contractual matters, with no intention of returning to open session.

Roll call vote 5-0

Kristin Mirliani	yea
Michael Loughran	yea
Meg Gannon	yea
Reuki Schutt	yea
Nichola Gallagher	yea