

**Canton School Committee  
Open Session Meeting  
Thursday, April 27th, 2023  
Minutes**

**A. Call to Order:** Chair O'Halloran asked for a motion to convene the Thursday, April 27th, 2023 School Committee Open Meeting at 5:35 pm. Maureen Moran made the motion; seconded by Laura Arboleda. The vote was unanimous at 5-0 and recorded as:

Kristian Merenda	yea
Maureen Moran	yea
Laura Arboleda	yea
Kendall O'Halloran	yea
Kimberley McCourt	yea
5 yeas	0 nays

**Attendees:**

Kendall O'Halloran  
Kristian Merenda  
Maureen Moran  
Laura Arboleda  
Kimberly McCourt  
Emma Cummings, Student Representative  
Derek Folan, Superintendent  
Sarah Shannon, Assistant Superintendent  
Stephen Marshall, Director of Finance and Operations  
Joanne Campbell, Recording Secretary

**Guests:**

Mr. Adam Hughes, PreK-12 Wellness Coordinator, Health & Wellness  
Mr. Alan Abend, President, Musiccounts!  
Katie Healey, CHS Engineering/Robotics  
Ms. Catherine Eckersley, Performing Arts Coordinator  
Ms. Julie Shore, CPS Director of Technology & Digital Learning  
Mr. Josh Fogel, CPS Data Analytics Manager

**B. Executive Session:** Committee members immediately entered into Executive Session for the purpose of discussing strategy with respect to negotiations with CEA as an open session would be a detrimental effect on the bargaining position of the Committee.

Members returned from Executive Session at 6:16 pm. Mr. Folan asked for a moment of silence to honor Mr. Ken Leon, a longtime, valued member of the CPS community who recently passed away.

**C. Student Report:** No student report was given.

**D. Superintendent's Report:** Superintendent Folan presented District progress, highlights, and accolades.

### **Highlights**

KyleCares: About 20 Canton High School students, who are leaders in the CHS Active Minds Chapter, joined nearly 400 other area students at the first-ever KyleCares Student Conference on Thursday, April 13 at Gillette Stadium to address mental health. It brought student leaders together for conversation and collaboration about an important topic for us all, especially young adults.

5K Champions of Wellness Road Race: Congratulations to Juniors Leah Factor and Kaitlin Bigham who presented at the Select Board meeting on behalf of the Wellness and Active Minds proposal for a 5K Champions of Wellness Road Race. The November 19 road race received a 4-0 vote of approval with great enthusiasm.

GMS Montreal Trip: Seventy-four GMS students attended the Montreal trip during April vacation this year. Students immersed themselves in the language, food, and culture. They had the chance to order their meals in French and shop for items in a mall using their French skills.

Unified Track: The Unified Track and Field team kicked off their season on April 10 and hosted Franklin. Best of luck to the Unified Track and Field team and all spring sports teams this season.

### **Staff Acknowledgements**

Administrative Assistant's Day: This year, Administrative Professionals' Day was celebrated yesterday, Wednesday, April 26. Thank you very much to all of our Administrative Assistants who keep our schools running smoothly each and every day.

Teacher/Educator Appreciation Week: During the week of May 8-12, we acknowledge and celebrate the work of our great educators in Canton and across the world. Our educators play such a critical role in the teaching, learning and development of our students.

Principal Appreciation Day: On May 1, we celebrate our principals across all levels and buildings for their leadership and positive impact in shaping a school's culture, ensuring high quality teaching and learning experiences, and serving their school communities.

School Nurses Appreciation Day: On May 10, we celebrate our school nurses in Canton. They are a team who went above and beyond during COVID, and are still working at a high-level pace to meet the needs of every child and staff.

### **Updates**

**ASHER Training Event:** The Canton Police Department and Canton Fire Department completed a successful active assailant and hostile event training on Saturday, April 22 at the JFK Elementary School.

**Bank of Canton Donation:** Thank you to the Bank of Canton for a donation that has paid for some new headsets for the Performing Arts Department.

**Staff and Family Surveys:** Our staff and family spring surveys will be going out this week. The staff survey is identical to the fall survey, and the family survey is identical as well -- with a few building-based questions. Both remain streamlined and only take 5-10 minutes to complete. The feedback is valuable to setting our annual District goals and school improvement plans and serving as key metrics of progress.

### **Indicators of Excellence**

**Lip Dub:** If you haven't had the opportunity yet, I encourage you to take a moment to watch the [Canton High School Lip Dub 2023](#). This production would not have been possible without the planning, guidance and leadership of: CHS Junior Mekhala Costello, director and cinematographer, editor; CHS Junior Tara Geoghan, co-director; and Mr. Ed McDonough, producer.

**Student Art Exhibit at the Artist's Studio & Gallery - Patriot Place:** The Visual Arts Department is pleased to announce that 50 CHS students will have their artwork on display at the Artist's Studio & Gallery at Patriot Place. This is a unique opportunity for students to share their work in a working gallery setting.

The exhibit will be open for public viewing from Friday, April 28 - Sunday, April 30; we will also host an artists' reception at the gallery on Saturday, April 29 from 1-3 pm. The gallery's hours are Friday 5-9 pm, Saturday 1-9 pm, and Sunday 12-6 pm.

**CHS Performing Arts Events:** On Monday, musician and American Idol star Elise Testone came into the CHS chorus class, sang for students, and did a clinic. Tuesday GMS chorus students traveled to Orchard Cove and sang for the residents. And, on Tuesday night students from all five schools who take private lessons performed in the Encore recital.

### **Important Dates and Events:**

April 28	Early Release, PreK-12, Professional Development
May 5 & 6	GMS Drama Presents <i>You're a Good Man Charlie Brown</i> , CHS Auditorium, 7:00 pm on 5/5, 2:00 pm on 5/6 Link to Tickets:

	<a href="https://www.showtix4u.com/event-details/73684">https://www.showtix4u.com/event-details/73684</a>
May 8	Annual Town Meeting, CHS Auditorium, 7:00 pm
May 11	School Committee Meeting, CHS DLL, 6:00 pm
May 12	CHS Cabaret, CHS Auditorium, 7:00 pm
May 16	Scholastic Honors Night, CHS Auditorium, 7:00 pm
May 18	World Language Recognition Night, CHS Auditorium, 6:00 pm
May 19	Early Release, PreK-12, Professional Development
May 19	CHS Pops concert, CHS Auditorium, 7:00 pm
May 21	Luce Fun Run & 5k, Luce School, starts at 10:00 am
May 23	Scholarship Night, CHS Auditorium, 7:00 pm
May 25	School Committee, CHS DLL, 6:00 pm
May 29	No School - Memorial Day
May 30	Performing Arts Gala, CHS Cafeteria/Auditorium, 6:00 pm

**E. Teaching and Learning** Mr. Adam Hughes shared the history of the Green Bandana Project, founded in 2016 at the University of Wisconsin to help support mental health among their community. Completely student driven, the Project takes a broad approach to suicide prevention and mental health support bringing awareness to the school environment, allowing students and teachers to work together against the stigma associated with mental health needs. Canton High School is one of only two high schools in the country to be a part of this college-based program. Identified by the lime green bandanas on their backpacks, CHS students who commit to this program receive hours of video training and have resources in place to help guide them in identifying and supporting students who may be struggling and feel alone and vulnerable. Ms. Moran asked for clarification as to how Bandana volunteers handle a student who approaches them with a serious mental health crisis, as well as who on staff are the go-to mental health professionals. She also expressed reservations that a program that began on college campuses might present a too-heavy burden for high school students. Mr. Hughes said students are strongly supported by 56 staff volunteers, have regular meetings and continued lessons on how to manage difficult situations.

**F. New Business:**

**1a. MusicCounts!:** MusicCounts! is a parent volunteer group supporting music in Canton by filling gaps in funding through local sponsorships, fundraisers, and programs such as

Cantonstock. Mr. Alan Abend, President of MusicCounts, noted the parent group raises about \$20k per year which helps purchase new instruments, bus fees for travel to performances and competitions, piano tuning, lessons scholarships, etc. Mr. Abend invited anyone who is interested in joining the group to reach out to him via [cantonmusiccounts@gmail.org](mailto:cantonmusiccounts@gmail.org).

**1b. Robotics Honors:** Ms. Katie Healy, CHS Engineering/Robotics educator, introduced the two Robotics teams, gave a brief history of the Robotics program and announced that this year, for the first time, the teams earned a top four placement at the annual Robotics competition. Ms. Healy noted that the Robotics program is operating robustly at all levels in the CPS system. Their season runs from September through the Spring Robotics competition. She described all the hours necessary to build prototypes, brainstorm on improving on them, write code and prepare for the competition. Ms. Healy talked about fundraising efforts that help finance Robotics summer camp for younger students, upgrade current robots, and sponsor outreach programs in the community. Members of the Robotics teams gave a demonstration of the capabilities of their robots.

**2. Bullying Prevention and Intervention Plan (BPIP) - 1st Read:** Mr. Adam Hughes presented the updated BPIP for a possible vote of approval. He noted the most current draft has been vetted through District attorneys and the School Committee's Policy Subcommittee. Changes in the plan include shifts in language from "we will" to "we are"; updating indicators and pronouns; listing expanded Activities and Programs, and adding hyperlinks, and printable and electronic forms in the appendices to allow better access for all in the community. The next steps include a live link to the BPIP Plan on the District homepage and DESE portal.

School Committee Chair, Kendall O'Halloran, thanked Mr. Hughes for his diligence and dedication in these updates and called for a motion to approve the BPIP plan as written and presented. Kristian Merenda made the motion; Maureen Moran seconded. The vote was unanimous at 5-0 and recorded as:

Kristian Merenda	yea
Maureen Moran	yea
Laura Arboleda	yea
Kendall O'Halloran	yea
Kimberly McCourt	yea
5 yeas	0 nays

**3. Out-of-State Travel Request:** Ms. Catherine Eckersley, CHS Performing Arts Coordinator, presented an out-of-state travel request for CHS Band, Chorus and Orchestra students to travel to Disney in April 2024. She gave specific information on dates, costs and the need for chaperones for up to 120 students, and acknowledged that scholarships will be available so all have an opportunity to be included. Students understand they will need to meet academic, discipline and attendance eligibility requirements.

Chair O'Halloran thanked Ms. Eckersley for her efforts in bringing this request to the School Committee and called for a motion to approve the out-of-state travel request as written and

presented. Laura Arboleda made the motion; Kristian Merenda seconded. The vote was unanimous at 5-0 and recorded as:

Kristian Merenda	yea
Maureen Moran	yea
Laura Arboleda	yea
Kendall O'Halloran	yea
Kimberley McCourt	yea
5 yeas	0 nays

**4. Policy Section E - 1st Read:** Members of the Policy Subcommittee presented Section E which includes, but is not limited to, policies on transportation, facilities, technology and school safety. Subcommittee members reviewed practices with MASC representative, Mr. Jim Hardy, comparing policy language. In most instances, the MASC legally vetted version was adopted by subcommittee members. MASC language was adapted to clarify any policies specific to the District. Ms. Merenda suggested the transportation consultant review this policy. Mr. Marshall will follow up. School Committee members asked for a second read. For this second read, Ms. Moran asked to revisit policies:

1. Safety in Schools;
2. Literacy;
3. feminine products in girls' bathrooms.

Mr. Folan responded that he expects to review school safety training with the Canton Police Department and report back to the School Committee; the literacy conversation has been added as an agenda to a future School Committee meeting; and the administration is working on recommendations for outfitting girls' bathrooms with feminine products. Mr. Folan will report back to the School Committee on this project before the end of the current school year.

Chair O'Halloran asked that committee members review Section E and provide feedback. Policy E will be brought back for a second read and possible vote at the Thursday, May 11th, 2023 School Committee meeting.

**5. District Goal Update:** Ms. Julie Shore provided an update on Priority #4, Goal #1-*select and negotiate a multi-year agreement for a new Student Information System and begin the data migration and training phase of implementation.*

Ms. Shore reported that after reviewing 6 RFP bid proposals and Vendor presentations to the SIS committee and stakeholder groups, the *PowerSchool* was selected as most advantageous for the Canton School System based on selection criteria. Contract negotiations are in process with PowerSchool officials. Ms. Shore awaits pricing, implementation timeline, process and steps before beginning the Implementation Process. Original timelines for implementation are expected to be met.

Ms. Shore reported that new system training for teachers is scheduled during the summer

months and through designated PDs over the coming school year. Ms. Arboleda suggested having a conversation with the vendor regarding help in the implementation of the new system.

**6. District Goal Update:** Mr Fogel reported on two District Goals:

- a. Priority #3, Goal #1-Analyze student achievement and benchmark data for trends to inform future lesson planning and instructional practices.*

Mr. Fogel reported that making data part of an ongoing cycle of instructional improvement has been helpful in modifying instruction, testing hypotheses, and increasing student learning. At the elementary level, benchmarks and screening data have been used to identify areas of success and areas for continued support. In the grade 4 Spring Math benchmark, 80% of students correctly answered questions related to these standards/indicators. In English and Language Arts, the focus has been text structure and writing mode. Data from earlier this school year suggests that students struggled with correctly identifying the writing prompts' structure, (narrative, expository, persuasive, etc.). Homegrown units of Details and Synthesis were developed that asked students to 'flex' between modes of writing quite a bit. Focus areas were also developed where Principals selected teachers, students, specific focus areas, etc. for targeted instruction during "Flex" block time.

In grades 6-12, personalized focus areas were developed to help inform future instruction and lesson planning. GMS and CHS targeted Character Development and Point of View, such as to analyze how complex characters develop over the course of a text, interact with other characters, and advance the plot or develop the theme. In reviewing data, students at the GMS and CHS have practiced writing an essay explaining how characters support the main character. For math, focus areas were created to help teachers and tutors support student growth in perennial challenging areas.

Live dashboards allow educators to quickly identify student needs, planning and differentiation, performance levels across standards, class enrollments, and predictions and forecasts for goal setting. Workbooks and dashboards were created to assist teachers and school counselors in course recommendations at the 6-12 levels. Teachers have access to students' historical, internal, and screening/benchmark data and achievements to help with course recommendations. Counselors, department chairs and administrators now see, in live time, the course recommendations for students and their previous body of work.

- b. Design a structure that affords more opportunities for effective data analysis for administration, departments/grade levels /all staff for the school year 2023-24.*

Throughout the school year, Data Analytics Manager Josh Fogel, regularly meets with Central Office team members, Principals, coordinators and department chairs, and teachers to review and analyze data. After experiencing a near full school year of screeners, benchmarks and assessments, and establishing meeting designs and timing, CPS can expand on our meeting structures next year. Student and content portfolios continue to grow; CPS can

continue to build on our current frameworks of reviewing data at Teaching and Learning meetings, department and teacher team meetings. One anticipated measure of progress we won't yet realize is the changed school year calendar to include early release days. Based on the work of the educators and their willingness to work on the dashboards, Mr. Fogel feels the original goal of a 3-5% rise in student achievement will be met.

**G. Public Comment:** No public comments, in person or virtually, were heard.

**H. Director of Finance and Operations Report:** Mr. Marshall had nothing new to report.

**I. Consent Agenda:**

1. Regular Session Minutes: April 6, 2023
2. Executive Session Minutes: April 5, 2023, April 6, 2023, April 12, 2023, April 20, 2023
3. Warrant: April 28, 2023

Chair O'Halloran announced the contents of the Consent Agenda and asked if there were any requests to remove an item for further discussion or changes. Hearing none, Ms. O'Halloran asked for a motion to approve the Consent Agenda as written and presented. Laura Arboleda made the motion; Maureen Moran seconded. The vote was unanimous at 5-0 and recorded as:

Ms. O'Halloran	yea
Ms. Merenda	yea
Ms. Moran	yea
Ms. Arboleda	yea
Ms. McCourt	yea

5 yeas          0 nays

**J. Unfinished Business:**

1. **Subcommittee Reassignments:** School Committee members discussed subcommittee reassignments. Listed Assignments include:
  - a. **School Committee Policy Subcommittee**-Laura Arboleda & Kendall O'Halloran
  - b. **School Committee Budget and Finance Subcommittee**-
    - i. Maureen Moran and Kimberly McCourt
    - ii. Warrant approval-Maureen Moran
    - iii. **CPS Collective Bargaining/Union Negotiation Team:**
    - iv. Contract 2019-2022-Unit A and Unit E-Kristian Merenda and Kimberly McCourt
    - v. Contract 2018-2021-ASME and AFSCME-Maureen Moran
  - c. **School Committee/Canton Public Schools Advisory Committees:**
    - i. 2023-2024 Ad-Hoc Superintendent Evaluation Process Design Task-Kristian Merenda
    - ii. 2023-2024 Ad-Hoc SC District Planning Process Design Task-Kristian Merenda



- iii. 2023-2024 Ad-HOc Content and Communications Task-Kendall O'Halloran
- iv. 2023-2024 Ad-Hoc Security and Safety Review Task- Kimberly McCourt
- v. 2023-2024 TBD Ad-Hoc Routine SC District Attorney Review Task-Maureen Moran

**d. Liaison Assignments:**

- i. School Building Committee (MSBA GMS)-Kristian Merenda, Derek Folan
- ii. Design Project Team (MSBA GMS)-Kristian Merenda, Derek Folan
- iii. Master Planning Implementation Committee (MPIC)-Kristian Merenda (Clerk), Maureen Moran (Alt.)
- iv. Canton Community Preservation Committee (CCPC)-Kendall O'Halloran, Maureen Moran (Alt.)
- v. Buildings and Renovations Committee (BRC)-Kristian Merenda, Stephen Marshall;
- vi. Canton Diversity, Equity and Inclusion (CDEI)-Laura Arboleda
- vii. Sustainability-Stephen Marshall
- viii. Health Insurance Advisory Committee-Derek Folan
- ix. CAASA (Canton Alliance Against Substance Abuse)-Derek Folan
- x. CPS Wellness/SWAC-Laura Arboleda

**e. Liaisons to CPS or Town Boards, Committees, and Municipally  
-Governed Groups:**

- i. Annual Town Meeting Prep Committee-Maureen Moran, Derek Folan, Stephen Marshall
- ii. Select Board-Kendall O'Halloran
- iii. Town Finance Committee-Kimberly McCourt, Maureen Moran, Derek Folan, Stephen Marshall
- iv. Capital Planning-Kimberly McCourt, Maureen Moran, Derek Folan, Stephen Marshall

**f. Liaison to Groups Serving Canton Public Schools:**

- i. CAPE-Maureen Moran (with notes from Derek Folan)
- ii. CAPT-Maureen Moran (with notes from Derek Folan)
- iii. Student Advisory Committee-Maureen Moran (with notes from Derek Folan)

**g. Liaisons to Regional Organizations:**

- i. TEC Liaison-Derek Folan
- ii. MASC Liaison-Kimberly McCourt

After discussion and agreement on listed assignments, Chair O'Halloran called for a motion to approve School Committee Member Roles & Liaison Assignments as written and presented. Laura Arboleda made the motion; Maureen Moran seconded. The vote was unanimous at 5-0 and recorded as:

Ms. Merenda	yea
Ms. Moran	yea
Ms. Arboleda	yea
Ms. Merenda	yea
Ms. McCourt	yea
5 yeas	0 nays

#### **K. Update of Sub-Committee, Task Force and Liaison Posts:**

##### **Kristian Merenda-**

1. Will be meeting with Mr. Fogel regarding summative evaluation processes for Superintendent Folan. Mr Folan will present his report on Thursday, May 11th. Committee members will take time to review before giving the final evaluation in June;
2. Final interviews have taken place for hiring a Town Planner;
3. Galvin Middle School Building Committee Members will be meeting with candidates for the concept and design process of the new GMS. Some of these meetings are open to the public;
4. Mass. Association of School Committees is looking for persons interested in participating in a delegate assembly for their legislative agenda.
5. Nominations for awards for Friends of School Committees are available on their website.

**Kimberly McCourt**-no updates as this is her first School Committee meeting.

**Laura Arboleda**-continued the review and revision of the CPS Policy Manual. The next meeting is scheduled for Thursday, May 4th.

**Kendall O'Hallaron**-Content and Communications-making strides in design of ads for the local newspaper. New (student) designer, Olivia Schnop, will publish her first creation in the 5/11 edition.

##### **Derek Folan-**

1. Met with CAPT presidents to discuss 5th-grade celebrations and 8th grade trips;
2. CAASA meeting-anticipating the start of a new Director and looking forward to conversations and discussions in support of the program.

##### **Maureen Moran-**

1. Next Budget & Finance Subcommittee meeting is scheduled for Friday, April 28th at 9am. Topics include Student Services.

2. Master Planning and Implementation Committee-Ms. Moran was unavailable to attend;
3. Annual Town Meeting Prep Meeting was held Tuesday, April 18th. Special Education Reserve Fund funding is an expected topic at Town Meeting.

**L. Other Business:** None

**M. Future Business:** The next Open Session meeting is scheduled for Thursday, May 11, 2023 @ 6:00 pm.

**N. Adjournment:** With no further requests for discussion on any subjects, Chair O'Halloran asked for a motion to adjourn the Thursday, April 27th, 2023 School Committee Open Meeting at 8:40 pm. Laura Arboleda made the motion; Kristian Merenda seconded. The vote was unanimous at 5-0 and recorded as:

Ms. Merenda	yea
Ms. Moran	yea
Ms. Arboleda	yea
Ms. Merenda	yea
Ms. McCourt	yea
5 yeas	0 nays

**Documents reviewed:**

Superintendent's Report, Thursday, April 27, 2023

Bandana Project Informational Document

CPS Bullying Prevention and Intervention Plan (BPIP)

Request for Out of State travel for Performing Arts Students

CPS Policy Manual, Section E

Memo, District Goal 1, Priority 4 Update-new Student Information System (SIS)

Memo, District Goal 1, Priority 3 Update-Analyze Student Achievement and benchmark Data

School Committee Member Roles & Liaison Assignments 2023-2024