

Canton School Committee
Meeting Minutes
September 8, 2022
Canton High School Distance Learning Lab

A. Call to Order

Chair Kristian Merenda called for a motion to convene the School Committee Executive Session for the purpose of discussing strategy with respect to collective bargaining, Unit A and Unit E, as an open meeting may have a detrimental effect on the bargaining position of the public body at 5:07 pm. Motion made by Nichola Gallagher; seconded by Laura Arboleda. It was voted by roll call 5-0.

B. Executive Session For the purpose of discussing strategy with respect to collective bargaining, Unit A and Unit E, as an open meeting may have a detrimental effect on the bargaining position of the public body.

Roll Call Vote: 5-0

Present:

Kristian Merenda	yea		
Kendall O'Halloran	yea		
Maureen Moran	yea		
Nichola Gallagher	yea		
Laura Arboleda	yea		
5	yeas	0	nays

Also Present:

Derek Folan, Superintendent
Sarah Shannon, Assistant Superintendent
Stephen Marshall, Director of Finance and Operations
Joanne Campbell, Recording Secretary

C. Open Session - Reconvene @ 6:05 pm

Other Attendees/Participants:

Deborah Rooney, Director of Teaching and Learning
Mr. Jeffrey Sperling, Canton High School Principal
Mr. Derek Small, CHS Assistant Principal
Ms. Heidi Black, Interim Director of Student Services
Sarah McShea, CHS Team Chair Administrator
Emma Cummings, Student representative

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

Updates

Superintendent Folan introduced and welcomed three new CPS Administrators. Ms. Heidi Black, Interim Director of Student Services, Mr. Derek Small, CHS Assistant Principal, and Ms. Sarah McShea, CHS Team Chair Administrator.

Transportation:

Bus transportation has been a significant challenge for the new year. Mr. Marshall and Superintendent Folan proposed that we need approximately two weeks to work out bus routes making adjustments to optimize service, efficiency, and safety; the new bus company needs a period of acclimation to our town. The CPS team, in

collaboration with First Student representatives, has worked relentlessly to evaluate bus routes, review target times and respond to parent/guardian feedback. This has resulted in improved times. Superintendent Folan acknowledged that some of the 30-40 minute afternoon delays are unacceptable. The District will continue to do intentional work with First Student and strive to improve our communications.

Highlights

Back to School Day at Canton Farmers Market (CFM): CPS Principals attended the CFM “Back-to-School” event on Sunday, August 28th. Additionally, Canton backpacks, funded by the Canton Alliance Against Substance Abuse (CAASA) were distributed to 4th and 9th graders.

Indicators of Excellence

Opening Day for staff was Monday, August 29th; the first day for students was Wednesday, August 31st. Nichola Gallaher offered a warm welcome to staff on behalf of the School Committee. Congratulations to our special guests Retired Police Chief Berkowitz, Fire Chief Doody, new Police Chief Rafferty, and Dr. Muse, our school doctor. Finally, a thank you to the Link Leaders for a great welcome and kudos to student Julius Hicks for his opening remarks regarding relationships between students and staff.

Instrument Demo Day: Yesterday (9/07/22) was instrument demo day at the elementary schools. Launch of new 5th-grade music program.

Important Dates and Events

Sept. 14	Hansen Open House, <i>Grades 2-5, 6:00 pm</i>
Sept. 15	Luce Open House, <i>Grades 2-5, 5:00 pm</i>
Sept. 20	GMS Open House, <i>6:00 pm</i>
Sept. 21	CHS Open House, <i>6:00 pm-9:00 pm</i>
Sept. 22	School Committee Meeting, 6:00 pm, CHS DLL
Sept. 23	Early Release, Grades PreK-12, Professional Development
Sept. 26	No School, Rosh Hashanah

E. Public Comment:

The following parents came forward to speak of challenging personal experiences with tardy bus operations, asking for quick resolutions.

Susie Joyce- in person
Theresa Wilson-in person
Mary Mallory-in person
Mary Vickery - Zoom
Jackie Singleton - in person

Concerns included:

1. Bus rides home that took over an hour;
2. Lost and late buses, or buses that miss the stop to pick up a student;
3. routes that passed by streets, circling back around to the same street 30-40 minutes later; students who don't want to remain on the bus, get off and have to cross Rte 138, which presents a safety issue;

4. St. John's students experiencing the same issues and do not have bus passes;
 - a. Mr. Marshall will address this issue.
5. Communication issues:
 - a. Teachers are not made aware of tardy students because the bus is late;
 - b. Lost or missing students.

F. Teaching and Learning Report:

Mr. Deborah Rooney shared the K-5 first draft of the new Curriculum Guides created over the summer. It offers information to parents on core subjects, English, Math, Science and Social Studies, and is available on the Canton Schools website under Teaching and Learning. The guide has been translated into 8 different languages, has links to State frameworks and includes a section entitled "A Year at a Glance." Ms. Rooney welcomes and encourages feedback on the draft. Next steps include continued sharing with the community. Paper copies are available by contacting Ms. Rooney.

G. Unfinished Business:

1. **Policy Section B - 3rd read**: Vice Chair O'Halloran, Ms. Arboleda and Superintendent Folan present policy section B for a 3rd read and a vote of approval. There was some discussion about the School Committee being "non-partisan." Kendall O'Halloran will check to be sure the language is correct. A next action was requested by Chair Merenda to check on policy or practice of "non-partisan" language in the policy.

Chair Merenda asked for a motion to approve Section B of the Policy Manual. Ms. Gallagher made the motion, Ms. Arboleda seconded.

Roll Call vote: 5-0

Kristian Merenda	yea
Kendall O'Halloran	yea
Maureen Moran	yea
Nichola Gallagher	yea
Laura Arboleda	yea

5 yeas 0 nays

2. **MCAS Update**: Superintendent Folan, Mr. Fogel, and Principal Sperling provided an MCAS update. Mr. Fogel presented an overview of the "next gen" MCAS scoring. For Classes 2026-2029, passing scores in Math and ELA will be elevated to 486 on ELA and Mathematics and a scaled score of at least 470 on the STE MCAS tests. Benchmarking will be tracked. Ms. Moran asked about remediation for those needing help reaching these scores. Mr. Fogel noted that plans are already in place to address struggles now to help students be better prepared by offering on-demand tools in-house, and enrichment tools woven into classrooms.

Superintendent Folan suggested the MCAS team return to a later School Committee meeting to present a game plan for preparing students for success with the higher standards. Once the embargoed MCAS data is available, the MCAS team will be able to identify trends and adjust instructional plans and program changes and offer more input and actions.

3. **District Goals**: Superintendent Folan introduced the 2022-2023 District Improvement Goals. Based on SMART criteria, four goals were identified:

1. **Achieving Educational Excellence and Equity for Every Student**-to ensure successful outcomes for each student by ensuring they get what they need to achieve while experiencing a feeling of belonging by June 2023.
2. **To create and sustain a school climate and culture that supports a rich educational environment for all students and staff.**
 - a. Steps toward the goal will look at student behavior accountability and restorative practices, setting high expectations from the students, identifying metrics (particularly level of impact), and supporting a philosophy of respectful and responsible relationships.
3. **Achieving Educational Excellence through Effective Teaching, Learning and Leading**-because this a large scale project, it has been divided into two goals:
 - a. **Goal #1: Building systems, structures and capacity to use data to drive high quality instructional design, meet the differentiated needs of students and increase student achievement.** This goal will include analyzing student data to help inform curriculum and assessment design and construct high quality instruction and learning.
 - b. **Goal #2: Create a shared vision for high-quality curriculum planning, instruction and assessment across the District.**
To measure how students best learn, this goal will be achieved by creating and implementing learning walks that will help identify and develop best practices in teaching and learning. It will include engaging educators to inform future practice for curriculum, instruction and assessment.
4. **Management and Operations:** to develop state-of-the-art operational systems that assure access to high-quality resources, including facilities, aligned to educational vision, equitably distributed and utilized efficiently. Superintendent Folan acknowledged that this goal is a big lift, but will be worth the effort.

Superintendent Folan recognizes that he will want to continually look to the recently revised handbooks for review and informing these goals, and plans to keep the School Committee and Canton community updated on their progress through the School Committee Agendas under Updates. There is also a plan for an online dashboard. The goal of this dashboard is to upload completed or revised documents to the dashboard for reference and review for all interested parties.

Chair Merenda asked for a motion to approve the 2022-23 District Goals. Ms. Gallagher made the motion and Ms. O'Halloran seconded.

The vote for approval was 5-0.

Chair Merenda	yea
Vice Chair O'Halloran	yea
Maureen Moran	yea
Nichola Gallagher	yea
Laura Arboleda	yea

4. **MSBA Update:** Superintendent Folan and Mr. Marshall provided an update on the GMS MSBA process. MSBA has accepted the District's enrollment analysis as it matched their projected enrollment figures. The next step is a feasibility study which should start in October (2022). This is a one year study by MBSA, after which they will bring recommendations to the district. Feasibility

will determine, based on the number of students, if this recommendation will be a building for grades 5-8 or 6-9. Mr. Marshall cautioned that while the Canton district is being “fast-tracked,” funding for the actual building will not be available until 2024.

H. New Business:

1. **District Start Date Discussion:** Superintendent Folan discussed future planning with regard to the 2023-2024 District calendar. Recommendations are coming from the calendar committee as well as asks from the community to approve the 2023-24 school start date by early Fall 2022. Mr. Folan asked for another month to present that date understanding that the entire calendar will not be available.
2. **Equity Audit Update:** Assistant Superintendent Shannon provided an Equity Audit progress update acknowledging that she and the PCG group (Public Consulting Group) are working together on a weekly basis. This update included:
 - i. A workshop was held with the School Committee so the teams can meet and learn the process of the audit.
 - ii. PCG has been data gathering. Josh and Megan Bryne helped with data;
 - iii. 45 min interviews are being held with district personnel to gather their insight;
 - iv. Beginning the week of September 9th, PCG will share information to start the marketing campaign;
 - v. This plan will include focus groups in the schools and around the community.
Upcoming dates for these to be aware of:
 - a. Sometime between September 18th and October 7th, PCG will be surveying students in grades 6-12 to collect data
 - b. Beginning October 25th, PCG will convene focus groups for administrative staff;
 - c. After October 25th, dates will be set for community and caregiver focus groups. These will be virtual.

Ms. Shannon expects to have a full report by March 2023.

3. **Grant Approvals:** Mr. Marshall presented several grants including the following grants looking for a vote of approval to spend down and finalize these grants:
 - i. Titles I-IX-all allocated from the federal government;
 - ii. Title II-slotted for professional development;
 - iii. Title III-designated for multi-language learners;
 - iv. Title IV-a \$10,000 flex grant that will be used for Title I needs;
 - v. 2 SPED grants-1 for K-12 and 1 for preschool needs.

Chair Merenda asked about adding additional administrative support for managing and processing grant funds. Mr. Marshall stated that he needed to look more closely for more opportunities to fund these. With no further questions, Chair Merenda called for a motion to approve these grants. Ms. Gallagher made the motion and Ms. O’Halloran seconded. So noted, the ensuing vote was recorded as 5 yeas, 0 nos.

Chair Merenda	yea
Vice Chair O’Halloran	yea

Maureen Moran	yea
Nichola Gallagher	yea
Laura Arboleda	yea

I. Director of Finance and Operations Report Mr. Marshall provided an enrollment, transportation and food services update:

- Enrollment—numbers are still being watched closely. There are still 30 outstanding registrations. Mr. Marshall will update specific numbers to school committee members by early next week (week of 9/12).
- Food Service: Mr. Marshall acknowledged longer lines in the cafeterias as students are unused to their new PINS. PIN memory is a process that he feels will resolve within a month, but will monitor that progress. Mr. Marshall reminded all of two important lunch prerequisites for reimbursement from the federal government program:
 - i. pins are critical to reimbursement of the free lunch program. There is no reimbursement unless there is a PIN associated with every lunch. However, there are protocols in place in case a student forgets their pin.
 - a. A student can ask for their PIN while in line at the cafeteria;
 - b. The student or parent can contact Martha or John in the Food Service office, or Mr. Marshall to get the PIN number.
 - ii. a student must take a FULL meal in order to maximize this reimbursement. A full meal has five components, three of which need to be on the tray and must include a fruit or vegetable, milk and protein.
- Ongoing bus issues have been widespread. Mr. Marshall explained that there is a new bus company, First Student, who has agreed to a three-year contract. Mr. Marshall addressed the concerns of the community. The company is working hard to retain familiar routes while making adjustments to those that are not working well. The company does offer cameras on the buses, availability of an extra bus to accommodate rider numbers rise or after school buses are needed, and, beginning in October, will launch an app that will allow real time updates. Mr. Marshall is working with First Student to resolve the concerns of the routes and timing and will continue to communicate to the community. A distribution list of bus routes by building will be available shortly; in the interim, Mr. Marshall will be available on his cell phone to any parent who has concerns about any bus issues.

J. Consent Agenda:

1. Regular Session Minutes: August 12, 2022 Workshop, August 25, 2022
2. Executive Session Minutes: August 25, 2022-remove-no Exec Session on 8/25
2. Out-of-State Travel Requests: All American High School Film Festival, New York (10/20-10/24, 2022), STN Convention, Long Beach, CA (3/16-3/19, 2023)
3. Warrants: September 9, 2022

School Committee members agreed to remove Executive Session Minutes from August 25th, 2022; there was no Executive Session that evening owing to an abbreviated meeting; Ms. Gallagher asked that the August 25th minutes be removed for further review. After some discussion, committee members agreed to leave the Out of State Travel Requests in the Consent agenda but asked for a NEXT ACTION for review of guidelines for Travel Requests.

Chair Merenda then called for a motion to approve a Consent Agenda that includes:

1. All American High School Film Festival, New York (10/20-10/24, 2022), STN Convention, Long Beach, CA (3/16-3/19, 2023)
2. Workshop Minutes of 8/12/2022
3. Warrants: September 9, 2022.

Ms. Gallagher made the motion to approve the consent agenda with the minutes of August 25 pulled for minor edits. Ms. O'Halloran seconded it. So noted, the ensuing vote was recorded as 5 yeas, 0 nos.

Chair Merenda	yea
Vice Chair O'Halloran	yea
Maureen Moran	yea
Nichola Gallagher	yea
Laura Arboleda	yea

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

1. Superintendent Folan attended the CAASA Celebration of Life on September 1st, extending the special appreciation of those who lost family members or friends and noted lots of community attendance.
2. Kristian Merenda announced the Master Planning Implementation Committee will meet Thursday, September 15th. Agenda to be determined
3. Kendall O'Halloran reported that next week's (9/12) newspaper will run ads and the following ads are expected to be regarding fall sports.

- a. Policy Subcommittee will be working on Sections, C, DBC, EBC and DESI protocols
- b. CCPC will meet Monday, Sept. 12th at 9am

4. Nichola Gallagher-CDEI-there will be a Celebration of the Jewish High Holidays on Sunday, September 18th
5. Laura Arboleda-School Wellness Advisory Group will be held on Tuesday, September 27th
6. Ms. Emma Cummings-Student representative training, next Saturday, Sept 17th. Information is posted on Social Media. Delegate assembly being organized for the near future.

L. Other Business: None

M. Future Business: The next Open Session meeting is scheduled for Thursday, September 22, 2022, @ 6:00 pm.

N. Adjournment

With no other business deemed necessary, Chair Merenda called for a motion to adjourn at 9:20pm. Ms. Gallagher made the motion, and Laura Arboleda seconded. As so noted, the ensuing vote was recorded as 5 yeas, 0 nos.

Chair Merenda	yea
Vice Chair O'Halloran	yea
Maureen Moran	yea
Nichola Gallagher	yea
Laura Arboleda	yea

Documents included:

09.08.2022 Superintendent's Report
District Elementary Curriculum Overview
Canton Public Schools Updated Policy Manual-draft

Canton Public Schools 2022-23 District Goals

MCAS Competency Determination & Accountability Update

FY23 1st Quarter Grant Awards

Out of State Travel Request: All American High School Film Festival, New York (10/20-10/24, 2022)

Out of State Travel Request: STN Convention, Long Beach, CA (3/16-3/19, 2023)