

Canton School Committee
Open Meeting Minutes
Thursday, August 3, 2023

A. Call to Order: Chair O'Halloran called for a motion to convene the August 3, 2023 School Committee Open Session at 6:04 pm. Kimberly McCourt made the motion; Maureen Moran seconded. Vote was unanimous at 3-0 and recorded as:

Kendall O'Halloran	yea
Maureen Moran	yea
Kimberly McCourt	yea
3 yeas	0 nays

Attendees: Kendall O'Halloran
Maureen Moran
Kimberly McCourt
Derek Folan
Stephen Marshall

Absent: Laura Arboleda
Kristian Merenda

Guests: Meghan Byrne, Director of Student Services
Jeffrey Sperling, Principal, Canton High School
Jonathan Mulhern, Principal, Galvin Middle School
Saundra Watson, Principal, JFK Elementary School
Paul McKnight, Principal, Hansen Elementary School
Jen Carlson, OPM, LeftField
Tory Randall, Ai3
Justin Thibeault, Ai3

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

Highlights:

Canton Little League: Congratulations to the Canton Little League team for winning its first-ever Massachusetts state title. We wish them the best and all of the support as they head into the New England Regional tournament this weekend in Bristol, CT. The winner of the New England Regional will play in the Little League World Series in Williamsport, PA.

Updates:

Free Lunch for 2023-24: School lunches will again be free for all students thanks to approved state budgets from legislators and the governor's office. We are thrilled to receive this news, as it provides great support and benefit to our students and families. Communication will be forthcoming around the school lunch program.

School Year 2023-2024: The 2023-2024 school year begins on August 30th for students in grades 1-12. Grades 1-12 will attend school on August 30th & 31st, then will be off September 1st and September 4th for the Labor Day weekend. Kindergarten begins on September 5 and PreK begins on September 6. Opening day for staff is on August 28 & 29. The complete 2023-2024 calendar is [here](#). Please refer to [this](#) link for school start times.

Canton Farmers Market Back-to-School Event: All are encouraged and welcome to join the Back-to-School Day at the [Canton Farmers Market](#) on Sunday, August 27 from 10am-2pm. Principals, Administrators, School Committee members, and CAPT members will be on-site for a meet and greet to answer any questions you may have or to simply say hello.

Indicators of Excellence

Tri-M Chapter Award: A sincere congratulations to the Performing Arts Team for earning the 2022-2023 State Tri-M Chapter of the Year Award for Massachusetts. This is the second year in a row the team has earned this prestigious award! Thank you for your outstanding contribution to your music program, to your schools, and to your entire community.

Summer Programming: Just a commendation of excellence for our summer programming coordinators, educators, students, and families. From Extended School Year (ESY), to Summer Scholars, to Canton Academy...and the upcoming Theater, Band and Robotics Camps....We salute the great learning experiences this summer.

Important Dates and Events

August 17	School Committee Meeting, 6:00 pm, Distance Learning Lab
August 27	Back-to-School Day at Canton Farmers Market , 10-2, Front of Rodman Building
August 28	Staff return to work
August 30	First Day of School, Grades 1-12
September 1	No School
September 4	No School, Labor Day
September 5	First Day of School, Kindergarten
September 6	First Day of School, PreK

C. New Business:

1. **MSBA Update and Presentation:** Superintendent Folan offered a quick update to the

MSBA process for Galvin Middle School and then introduced members of Ai3, the GMS Design Firm, and LeftField, OPM for the GMS project. Troy Randall, a principal member of Ai3, presented Ai3's vision of the Galvin Middle School Project seeking to their substantial experience and expertise in middle school design, and student-centered design concepts and educational programming including classroom set-up, common spaces, flexible Assembly space, outdoor learning, and sustainability and zero net energy design using local resources. Mr. Randall also addressed grade level configurations options (5-8 vs 6-8), and noted Ai3's commitment and dedication to working with Canton's community as a whole and its newly established Sustainability Committee. Together with Jen Carlson, OPM for LeftField, Ai3 representative, Justin Thibeault, presented a detailed project timeline working within the 9 modules derived from MSBA requirements.

The Canton School Committee welcomes and encourages feedback from the Canton community. The Ai3 presentation document can be found on the CPS website [here](#).

2. School Handbooks (1st Read): Principals presented school handbooks for a 1st read.

CHS Principal Jeffrey Sperling outlined changes in the CHS handbook based on modifications to state/DESE regulations, updated laws, departmental, and practical adaptations as well as changes to allow more language uniformity between schools. Mr. Sperling acknowledged the work of the Handbook Committee that included students, parents, administrators, and teachers. Ms. Moran asked about clarification around consistency from middle school to high school, specifically that CHS students are able to be up to 14 minutes late to class, whereas at the middle school, students are considered late to class if they aren't present when the class starts. She recommended higher expectations at the high school that students be on time for class so as to be aligned with the middle school, stating that CHS students are missing 13-14 minutes of learning. Mr. Sperling stated that teachers submit their own period attendance, and that students arriving 15 minutes late are marked as absent for the period and would notify the office. Ms. Moran also asked how Canton High students could access the Commonwealth's Dual Enrollment Program and how Canton High can move toward offering this opportunity for CHS students, given Massasoit Community College is located in Canton. After some discussion over early college/dual enrollment, Mr. Sperling, with the help of Dr. Chamberland, agreed to research and formalize the best language and process for qualified students. In addition, for consistency, Ms. Moran asked about including language in the CHS handbook around searches that aligns with the language around searches and canines in the middle school and district appendix.

GMS Principal Jonathan Mulhern charted changes to the handbook that updated mission, core District values and vision statement, the staff list, and language to Restorative Practices to better match CHS language. Ms. Moran referenced the middle school's existing "Away for the Day" approach to student cell phones, so that students can separate from their phones for the day and focus on learning. She cited the Surgeon General's discussing social media use among students and its effect on mental health, and in May, Commissioner Riley's indicating that the state may urge schools to ban cell phones, and asked if there's more the district can do to give students a break from their phones during the day. She referenced a DESE pilot grant to help districts to develop new policies or revise existing policies around student cell phone use, as well provide pouches or caddies to secure cell phones during the school day. Discussion ensued regarding cell phone usage during school hours. Mr. Mulhern hopes to gather information and strategies for teachers, administrators and parents.

After introducing new Hansen School Principal Paul McKnight, Principal Sandra Watson

reviewed changes in the Elementary Schools Handbook regarding alignment of core values, dismissal of a child to someone other than a parent/guardian, updated policies for several health services, academic support, and transportation.

Ms. Meghan Byrne, Director of Student Services, reviewed changes to Rodman Early Childhood Handbook including revisions to Vision and Core Values, Integrated Preschool classroom descriptions and tuition as well as minimal revisions to the District Appendix that included updating contacts for School Committee and Central Office Administration and adding new staff members and positions.

All handbook revisions may be found on the CPS website [here](#).

Ms. Moran recommended against voting on the handbooks, stating that the meeting agenda was posted with the handbooks as a first read. She said that in recent years, the School Committee has done two reads of the handbooks, with a vote after the second read. She also stated in 2022, the handbooks weren't voted on until August 25, 2022 and parents/families might want to weigh in this year before the School Committee votes on the handbooks.

3. **School Calendar Update/Revision:** Principal Sperling presented a request for a revision to the CPS 2023-24 school calendar. Mr. Sperling asked to change the CHS graduation date from Friday, June 7, 2024 to Saturday, June 1, 2024 for one year only (2024) noting that the traditional practice of the first Friday in June will create a number of scheduling conflicts for underclass events. After a short discussion where committee members were supportive of the one-time change, Chair O'Halloran asked for a motion to change the 2024 high school graduation date from Friday June 7, 2024 to Saturday, June 1, 2024. Kimberly McCourt made the motion; Maureen Moran seconded. Vote was unanimous at 3-0 and recorded as:

Kendall O'Halloran	yea
Maureen Moran	yea
Kimberly McCourt	yea
3 yeas	0 nays

4. **Policy JLCD, JPP-7 Administration of Medications:** Superintendent Folan reviewed Policy JLCD, JPP-7 documenting updates noted after an annual review by CPS medical staff. These included verbal permission for medication administration as long as there is email followed up confirmation of permission, and reporting and documenting medication errors and the steps that must be taken following the error. With no requests for further discussion or questions, Chair O'Halloran called for a motion to approve the updates of Policy JLCD-JPP-7 as written and presented. Kimberly McCourt made the motion; Maureen Moran seconded. Vote was unanimous at 3-0 and recorded as:

Kendall O'Halloran	yea
Maureen Moran	yea
Kimberly McCourt	yea
3 yeas	0 nays

5. **Assistant Superintendent of Finance and Operations Contract:** Superintendent Folan recognized Mr. Marshall's diligence, resourcefulness and dedication to the Canton School system in his role as the Director of Finance and Operations, and recommended Mr. Marshall's appointment to Assistant Superintendent of Finance and Operations and

asked for a vote of approval. With no requests for discussion or questions, Chair O'Halloran called for a motion to approve the appointment and contract for Mr. Marshall as written and presented. Kimberly McCourt made the motion; Kendall O'Halloran seconded. Vote was 2 vote for, 1 abstention, no nays and recorded as:

Kendall O'Halloran	yea
Maureen Moran	abstained
Kimberly McCourt	yea
2 yeas	1 abstention 0 nays

6. **Non-Aligned Salary Increases:** Mr. Marshall presented the 2023-2024 school year proposed salary increases as part of a concerted effort to establish regular reviews for all employees. He reported on current rates and proposed increases, indicating that allowances for mid-year adjustments could be made with School Committee approval.

With no requests for further discussion or questions, Chair O'Halloran called for a motion to approve the Non-Aligned Salary Increases as written and presented by Mr. Marshall. Kimberly McCourt made the motion; Maureen Moran seconded. Vote was unanimous at 3-0 and recorded as:

Kendall O'Halloran	yea
Maureen Moran	yea
Kimberly McCourt	yea
3 yeas	0 nays

D. Public Comment: There were no public comment requests, virtual or in person.

E. Director of Finance and Operations Report: Mr. Marshall presented a transportation update noting he is in daily contact with First Student. He has received a draft of the bus routes for the 2023-24 school year and is reviewing them. He expects to drive all routes looking for safety concerns, traffic patterns, and overall efficiency. Mr. Marshall also indicated there were 50 late requests, complicating finalized routing. He is expecting to have extra temporary help as the school year begins to manage any issues that may arise.

F. Consent Agenda:

1. Regular Session Minutes: May 25, 2023, July 13, 2023, July 13 Workshop
2. Executive Session Minutes: July 13, 2023
3. Warrants: July 21, August 4- 2023

Chair O'Halloran announced the list of items posted in the consent agenda and asked if any committee member would like any minutes or warrants listed removed from the consent agenda for further review. Hearing no requests for removal, Chair O'Halloran called for a motion to approve the Consent Agenda as written and presented. Kimberly McCourt made the motion; Maureen Moran seconded. Vote was unanimous at 3-0 and recorded as:

Kendall O'Halloran	yea
Maureen Moran	yea
Kimberly McCourt	yea

3 yeas 0 nays

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

1. Ms. O'Halloran brought forth a request that the Content and Communications team be allowed to continue newspaper ads through September without a finalized School Committee budget. Budget is due to be finalized by the end of September. Committee members approved that request with agreement from Mr. Marshall.
2. Ms. McCourt had nothing to report.
3. Ms. Moran noted that the next Budget and Finance Committee meeting will be held on Friday, August 18th, 2023.

H. Other Business: None.

I. Future Business: The next Open Session meeting is scheduled for Thursday, August 17, 2023 @ 6:00pm.

J. Adjournment: Hearing no requests for further discussion or comments, Chair O'Halloran called for a motion to adjourn the Thursday, August 3rd, 2023 School Committee Open Session at 8:07 pm. Kimberly McCourt made the motion; Maureen Moran seconded. Vote was unanimous at 3-0 and recorded as:

Kendall O'Halloran	yea
Maureen Moran	yea
Kimberly McCourt	yea
3 yeas	0 nays