

Milton School Committee Meeting Agenda
Milton Access Cable Studio
Milton High School
February 26, 2020
7pm

Committee Present: Sheila Varela, Chair; Dr. Elaine Craghead, Vice Chair, Betty White, Dr. Kevin Donahue, Ada Rosmarin, Margaret Eberhardt

Staff Present: Mary Gormley, Superintendent of Schools; Dr. Karen Spaulding, Assistant Superintendent for Curriculum and Human Resources; Dr. Glenn Pavlicek, Assistant Superintendent for Business

1. **Call to Order** 7:02

2. **Approve February 26, 2020 Agenda**
Updated and approved

3. **Citizen Speak (Policy BEDH – 15 minutes)**
None

4. **Chair's Report**

a. Statement of Interest

School Building Committee Members Ada Rosmarin, Elizabeth White, Kerry Hurley, Glenn Hoffman and Scott Tereshak

Kerry Hurley

- Thanked the School Committee, Administration, School Principals - it has been a lot of hard work for all
- Preparing to submit an SOI
- Tight deadline
- Requesting approval by School Committee
- Specific Language should be noted in the SOI
- Competitive process
- Last year 61 were submitted and only 11 were approved
- Approval depends on the money available each year
- Extensive review
- Decision is based on most needed schools
- Determined based on priorities, go by the 70b to the local project priority
- 8 Priorities, MPS focusing on Priority 2 and 4
 - Priority 2 – Elimination of existing severe overcrowded
 - Priority 4 – Prevention of severe overcrowding expected to result from increased enrollments
- Cunningham is the representative school, but response based on all the schools

- General descriptions given
- Education spaces
- Class sizes concerns
- 20 year maintenance plan

Chair Varela asked Ms. Hurley to please explain the process of Statement of Interest to the new families of Milton? Where does the money come from? Kerry Hurley replied that the funds would come from Massachusetts School Building Authority and the 1st step for funding is submitting the Statement of Interest.

Ms. Rosmarin commented:

- Not committing to anything at this point, just submitting the Statement of Interest
- They can reply yes or no
- Massachusetts School Building Authority won't make a decision until Dec. 2020
- Careful about what the 30 percent is covered
- Priority 2 and 4, series of questions ask
 - Overcrowding, what is going on
 - Impact of problem
 - Changes of education programs
 - Class sizes
 - Nontraditional spaces
- Written SOI not available now but working on pulling it together
- School Building Committee was provided language
- Submitting by April 8th
- Highlights priority 2
 - Existing conditions
 - Enrollment issues
 - 27 percent increase
 - BRA study
 - School by school capacity, what building was built for and the current capacity
 - Enrollment growing
 - Effort the district has taken to reduce class sizes
 - Class size range - manage through administration
 - Converting nontraditional class spaces, already converted 20
 - What measures have we used to litigate
 - Short and long term recommendations
 - Vote to build a new K-5 school
 - School Building Committee meetings
 - Laying groundwork, lot in process, doing the work before required
 - Nontraditional rooms are not typical sizes, classrooms without restrooms
 - Staff bathrooms have been converted to student bathrooms
 - Limited number of adult restrooms at schools
 - Storage rooms are being used as offices
 - Doing what we can, but not good quality for the schools
 - Overcrowding effect on staff, sharing offices
 - Small offices, common planning time has been compromised

- Conferences room converted to offices
- Compromised meeting space for staff and student
- Overcrowded playgrounds
- 210-225 students out at recess at once
- CC Green space project - next year
- Cafe - tables are crowded, noise levels, lines are long, less time to eat
- Schools have tried to add more tables, food services have added staff/cashiers
- Cafe can be used for instruction, meetings, planning space
- Libraries, compromised - at all four elementary school
- Offices have been added to the library
- Library space - materials are being stored in the library
- Impact on educational program - no location for common planning
- Limited ability for testing
- Confidentiality compromised because of shared spaces
- Art and music - traveling teachers, no storage space available
- Computer labs have been eliminated
- Technology instruction eliminated
- Cunningham/Collicot nurses office used to be side by side, now just once office for 500 students
- Nurses office are busy
- Expanded class sizes issues
- Staff moral are still positive but will deteriorate
- Change in school assignment policy - had to explain the programs, class sizes vary, there is no set class size policy but here are guidelines.
- Targeted class sizes, who has room and who does not
- Classroom conversions, provide a chart, floor plans of converted spaces over the years

Glenn Hoffman

- 27 percent over school capacity
- Basically 5 schools in 4 buildings
- Reviewing school sites
- Deal with projections
- Showing conservative outlook
- Lot of people/families want to move to Milton for the schools
- People that move here already have children
- Cannot take on anymore student growth
- Projection is underestimated, tend to level off after 5 years
- Process of complying a list of building projects
- Projection is lower than what we have enrollment
- Currently 400 over and that is without growing
- 26 nontraditional classrooms space right now
- No breakaway space

Chair Varela asked if anyone was tracking the housing sales. Ms. Rosmarin replied one of the School Building Committee members has done a detailed analysis of real estate sales and the enrollment peak. Ms. Rosmarin reported that Milton could see it happening in waves.

Superintendent Gormley commented our cafeterias cannot hold all of the students, overcrowded tables. And our gym classes are too large.

Ms. Rosmarin stated that at the end of 5 years if we don't have another building we have to look at another options (class size growth, something we don't want to do).

Dr. Pavlicek stated that we have to go through all the issues and need to meet all the guidelines.

Chair Varela put forth the following motion to authorize the submission of the Statement of Interest to the Massachusetts School Building Authority:

Having convened in an open meeting on February 26, 2020, prior to the SOI submission closing date, the School Committee of Milton, in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest Form to be submitted to the MSBA by no later than Wednesday, April 8, 2020 for consideration in 2020, for the Cunningham Elementary School, located at 44 Edge Hill Road, Milton, Massachusetts, which describes and explains the following deficiencies and the priority categories for which an application may be submitted to the Massachusetts School Building Authority in the future:

- Priority 2 - Elimination of existing severe overcrowding
- Priority 4 - Prevention of severe overcrowding expected to result from increased enrollments

The elementary enrollment in Milton Public Schools has grown by 27% (513 students) over the past twelve years, since the last school building project was completed - from 1,873 students (in 2008) to 2,386 students (in 2020), far exceeding the capacity of Milton elementary school buildings;

and hereby further specifically acknowledges that by submitting this Statement of Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the Town to filing an application for funding with the Massachusetts School Building Authority.

Second: Ms. White
Vote: 6-0-0

5. Superintendent's Report

- a. Community Schools Presentation
- i. Community Schools Director Martha Sandoval

Milton Community Schools Presentation – Martha Sandoval

- Milton Community Schools (MCS) is a self-supporting department of the Milton Public Schools. It was founded in 1980 to provide MPS students in grades K-5 extended school day enrichment activities in a safe learning environment.
- Our program strives to ensure that each child experiences growth and success in a safe, well supervised, nurturing environment. We place all our emphasis on Values, Respect, Fairness and Acceptance!
- Our programs are supervised daily by a Supervisor or Assistant Supervisor who both have extensive training and are very experienced working with youth.

MCS Programs 2019-2020

•Early School Arrival Program (ESAP)

329 Registered Students*

•After School Enrichment (ASE)

954 Registered Students*

•Early Release Days (E.R. Days)

1433 Participants per year

•Vacation Camps (Dec, Feb and April)

264 Participants per year

•Camp CU Summer 2019

174 Registered. Max. Attendance/day: 100

<u>Site</u>	<u>E.R days (5 days) Total Daly</u>	<u>Vacation Camps (3 Camps) Total Daily</u>	<u>ESAP Total/Daily</u>	<u>ASE Total/Daily</u>
Collicot	391/91	58/25	45/40	275/200
Cunningham	318/72	56/25	57/50	229/174
Glover	411/92	75/35	126/120	270/195
Tucker	319/71	54/24	96/90	180/137

	2018	2020
Total Employees	105	134
Adult Staff	54	80
MHS Counselors	51	53
ASE Nurses	0	3

MCS Personnel & Security

Trainings, Professional Development & Supervisory meetings

- 90% of adult staff is CPR and First Aid Certified
- CPI (non-violent crisis intervention)
- Policies, technology, payroll, lesson planning, staff management
- 84 employees completed lockdown and safety training led by the Milton Police Department, including MHS counselors

MCS Staff

- Improved screening process
- Hourly rates increased by 4%
- MCS staff is subject to yearly increases adopting MPS step scale system
- 29 adult employees teach specialty classes

Safety & Security Policies

- Emergency Plans
- Safety Policies are revised and strictly followed on a regular basis
- Authorized people to pick up with ID only
- Revising/Improving badge system

Program Improvements

Registration System -Family ID

Eliminated registration in person

- Limited Enrollment Classes
- Vacation Camps
- Early Release Days
- Camp CU 2020
- 2020-2021: ASE and ESAP- no more Unibank registrations

E.R. Day Programs

- Special programs open to ASE students
- Special activities and workshops such as: Inventor Mentor, Gaelic Football Clinic, Drama and Theater, Carnival Day, Black History Celebration and more...

Updated Policies

- Monthly Registrations and Schedule Changes
- Behavior Policy
- Drop In use

3 sessions/ year

Allows students to try different activities in shorter periods of time.

- Fall: Oct. Dec
- Winter: Jan-March
- Spring: April-June
 - MCS Newsletter (NEW)

Enhanced Enrichment Opportunities

More Vendor Partnerships

- Gymnastics
- Amazing Athletes
- Soccer Stars
- Knucklebones
- Hip Kids
- Kids Test Kitchen
- Mass Audubon's Blue Hills Trailside Museum

Added more specialty Classes:

- Coding
- Animation
- STEM
- Drama
- Improv Club
- Cultural (Around the world)
- Specific Sports taught by our own staff
- Tucker Newspaper and Cheer Team
- Guitar & Singing
- Math
- Mini CIT's (coming)

Camp CU 2019

CAMP CU -Obtained license 1st inspection Mandatory Summer Training

- Every camp counselor was CPR and First Aid certified on site
- Everyone completed security, policies, medical, equity and access, lockdown, and fire drills trainings

Academic and Enrichment

- Added STEM curriculum
- Physical activity was encouraged with different group and team building games
- Drama Club

More Field Trips Fun and Special Activities

- 8 field trips
- Special guests and workshops at the end of each session

Collaborations

- Board of Health
- Milton Police Department
- Milton Fire Department
- Cunningham Foundation

Attention Areas

The Challenges

Capacity

- Programs continue to grow every year
- Limited space
- Must maintain safe staff ratios
- Flexibility diminishes as numbers grow
- General sense MCS is a childcare/babysitting program

Payment system

- Current Unibank challenges
 - Automatic Payments
 - Does not accept VISA
 - Changes must be made through Unibank reps

Financial Assistance

- Families in need of out of school time programming increases every year
- After/before school programming can be a critical support to families in need

Staff

- Hiring adult staff still poses a challenge
- Supervisors limited hours
- MHS counselor's reliability
- My School Bucks system
- Works with Family ID

Emerging Solutions

- Limit number of registrations per site (happened at CO in the Fall)
- Might need to revise policies and restrict flexibility
- Educate families about MCS (newsletters, communications, family gatherings)
- Revise sliding scale chart so more families can benefit instead of a few
- Reach out to local universities more often and other public local places
- Improve counselor hiring process

Superintendent Gormley thanked Martha Sandoval for her energy and her vision.

Superintendent Gormley stated that Administration is so appreciative of all the hard work being done to transform the Community Schools Program.

Dr. Craghead commented that Martha Sandoval was a star. The vision and the changes made to the program will benefit so many families. She thanked Martha Sandoval for all of her hard work.

Ms. White thanked Ms. Sandoval for the presentation and was amazed to hear that 41% of elementary students are participating in the after school program. Ms. White stated that parents/grandparents must be happy with the system in place and the feeling of safety.

Dr. Donahue also thanked Martha Sandoval for the presentation and for her professionalism. Commented that his own children have a wonderful time participating in the program and he thinks the program is phenomenal.

Ms. Eberhardt commented that the opportunities given to high school students is such a great experience, the effects are wonderful.

Martha Sandoval commented that she has a great team and works with great families.

Superintendent Gormley commented that Community Schools lost their office space but are making the new space work.

Chair Varela also thanked Ms. Sandoval for the presentation and all of her hard work with the program. Had a question about the drop in of students, can they drop off if you are already at capacity? Ms. Sandoval replied that the program had to revise policies, have no more than 6 drop in's a day and need to give 24hr notice. Only offered to students already enrolled in the program because we need to know the child. Chair Varela stated that she was impressed with all the training for the staff, and for really making it a hiring process. Working in the school and the program is great for the high school students.

b. Happenings - Superintendent Gormley

- 1st grade night 2/25
- Program of Studies 2/27
- Speaker Series – Mental Health – March 3rd
- 2 Administrative/Department Head openings available (Screening Committee to be formed - communications to be sent out)
- Director of Fine Arts position open
- Milton HS Track Team qualifies for States
- Wrestling State Championships - Alex Paxia will compete
- Basketball boys won preliminary round
- Boys Hockey tonight playoff 1st game 2/26

Dr. Spaulding

- MPS committed to unified
- 4th annual South Shore Minority Fair hosted by MPS and efforts of James Jette
- March 7, 2020 - 25 districts will come to MPS
- Download flyer on website and Superintendent blog
- Social media is the best way to get the word out, feel free to post on your own page

Superintendent Gormley stated that all levels of positions available.

6. Finance Subcommittee Report

a. FY21 Budget

- Revisions:
 - Fund Assistant Director of Special Education through Medicaid for FY 21
 - Reduce High School request to 2 core teachers
 - Revised cost \$514,000

Dr. Craghead put forth a motion to approve the prioritization of the School Committee FY21 budget request as recommended by the Finance Subcommittee. .

Second: Chair Varela

Vote: 6-0-0

b. Approval of Vendor Warrants

Dr. Craghead put forth a motion to approve Vendor Warrant #33 payable February 13, 2020 in the amount of \$361,580.65.

Second: Chair Varela

Vote: 6-0-0

Dr. Craghead put forth a motion to approve Vendor Warrant #35 payable February 27, 2020 in the amount of \$442,067.05.

Second: Chair Varela

Vote: 6-0-0

7. Policy Subcommittee Report- Dr. Donahue

Expedited Approval Process for Policies:

- Dr. Donahue - minor changes made to the policies.

Dr. Donahue put forth a motion to approve edits to the following policies:

Second: Chair Varela

Vote: 6-0-0

- a. Policy DA, Fiscal Management Goals
- b. Policy DB, Annual Budget
- c. Policy DBD, Budget Planning
- d. Policy DBE, Budget Process
- e. Policy DBI, Budget Implementation/Transfer Authority
- f. Policy DC, Cash Management
- g. Policy DDA, Grants or Gifts from Private Sources
- h. Policy DFD, Gate Receipts and Admissions
- i. Policy DGA, Authorized Signatures
- j. Policy DH, Bonded Employees and Officers
- k. Policy DI, Fiscal Accounting and Reporting

8. Transportation and Traffic Safety Advisory Committee

Ms. Eberhardt commented that this past Monday (2/24/20) Transportation and Traffic Safety Advisory Committee had an open forum meeting and invited the community to attend to discuss any concerns and to give updates. Unfortunately no one came to the meeting except for the Administration and School Committee. There will be three more meetings held at Collicot/Cunningham, Glover and Tucker Schools. Communication will be sent through an email blast. Ms. Eberhardt stated that enrollment is an issue and will affect the buses again next

year. Working with a consultant, lots to share. Need to know what families need. Serious problem so want to make sure people are informed about the buses.

- March 25th Tucker School
- March 30th Glover School
- April 27th Collicot/Cunningham School

Chair Varela commented that your principals will send out info via email. Strategy is to have a site meeting at all schools. We can talk about all the issues, want to hear from parents, meetings will be school specific and give updates. Transportation and safety is huge, continuing concerns about the amount of pick up and drop offs happening at schools.

9. Approval of Minutes

Chair Varela put forth a motion to approve School Committee Minutes of January 8, 2020.

Second: Dr. Donahue

Vote: 6-0-0

Chair Varela put forth a motion to approve School Committee Minutes of January 22, 2020.

Second: Dr. Donahue

Vote: 6-0-0

Chair Varela put forth a motion to approve School Committee Minutes of February 5, 2020.

Second: Dr. Donahue

Vote: 6-0-0

10. Old Business

None

11. Citizen Speak Topic Response

None

12. Next Meeting Agenda Items

Updated and Approved

13. Citizen Speak (Policy BEDH – 15 minutes)

None

14. Executive Session

Chair Varela moved to adjourn to go into Executive Session not to return to the open session for the purpose of discussion of Negotiation Strategy for Union Personnel, AFSCME, MEA and approval of minutes.

Second: Dr. Craghead

Roll Call Vote: 6-0-0

The meeting was adjourned at 9:07pm.