

**Milton School Committee Retreat  
Via Remote Access  
September 2, 2020**

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

**(Conducted pursuant to the Executive Order dated March 12, 2020 suspending certain provisions of the Open Meeting Law, Gen. L. c. 30A §20 et seq. and 940 CMR 29.01 et seq.)**

1. Call to order - 4:32pm
2. Motion made to recess to Executive Session
  - a. To conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with non union personnel, specifically Interim Superintendent of Schools

Resume to the School Committee Retreat - Open session @ 5:45pm

3. 2020-2021 School Committee Goals - Chair Varela
  - Need to work on the verbiage for the goals
  - Fully executed by end of the month \_
  - Below is what was in place for last year
  - Review and send updates and edits by September 18, 2020

**Milton School Committee Goals**

**Curriculum & Instruction - Chair Varela moved to strike the metrics.**

- Do we have the metrics this year? Dr. Craghead commented that all should be striked for exams (MCAS or any testing)
  - James Jette and Dr. Spaulding agreed to strike MCAS and metrics
  - Dr. Spaulding suggested that remote testing will probably be the only option for measuring/testing
- ~~Recognizing that the Grade 10 ELA and Math tests have transitioned over to the Next-Generation version in 2018-19 and that the percentages of students meeting/exceeding expectations are 77% and 76% respectively, our goal is to have 80% meeting/exceeding for both tests in 2019-20.~~

- ~~The percentage of Grade 3 students who meet/exceed grade level expectations on the 2020 ELA MCAS will increase by two percentage points (to 77%) from the percentage on the 2019 Grade 3 ELA MCAS (75%).~~
- ~~Evaluate the impact of Milton High School's change to their block day schedule.~~
  - Chair Varela asked about the block day schedule, strike the block day schedule at the High School due to the hybrid model for the 2020-2021 school year
  - Superintendent Jette replied yes to strike the Block Day Schedule
- Begin a two-year program review of the Milton Public Schools' K-5 Math Curriculum
  - Dr. Spaulding stated that Brian Selig gathered a team looking at the data- the plan is to go forward.
  - Put social studies review process in the cue for the fall
  - Anti-Racism to be incorporated into the curriculum
  - Chair Varela asked about the anti-racism curriculum being cascaded across the curriculum beyond social studies
  - Want to add a anti-racism bullet
  - Robust assessment system
  - Math
  - Social Studies
  - Anti-Racism Curriculum
    - Ms. Eberhardt said you need to look at all the programs across the board.
    - Dr. Spaulding - DESE put out power standards for remote learning. Need to do more at the elementary level. The Director of Equity can assist.
    - Chair Varela said more needs to be focused on Civics as well.
    - Ms. White commented that Math and English tends to be the focus.
    - Chair Varela and Ms. Eberhardt will prepare the verbiage for Curriculum and Instruction.

### **Cultural Competency**

- At least 22% of all new faculty hires should be persons of color; strengthen the cultural competency of the district by offering 3 sessions of faculty/staff professional development with a focus on diversity/inclusion.
  - Dr. Spaulding reported PD sessions were a success
  - Unit A will go through PD training Dr. Kalise Wornum
  - Student and parent group training

- Hiring - went through a staff change with Covid but unfortunately will not meet the 22%
- Leavers surveys are in place
- Chair Varela stated that perhaps the School Committee needs to work with the anti-racism team and the Director of Equity for suggestions on how to move with the Cultural Competency during this year.
- Superintendent Jette replied yes, he would recommend moving in that direction. He stated that he would like to offer loan forgiveness to employees; MPS loses valuable employees to other districts who offer the student loan forgiveness.
- Trying to attract and maintain teachers of color is difficult even at the employment fairs
- Dr. Pavlicek said it is Federal Funding through the schools offering the Title 1 Grant
- Given to low income towns
- Superintendent Jette reached out to other programs for the grants but the assumption is that Milton has the money
- Dr. Donahue asked if there was any way to offer a bonus to minority educators
- Ms. Rosmarin will prepare the verbiage for Cultural Competency

### **Facilities**

- Develop a plan, including cost estimates, for needed short term facilities adaptations and/or other short term solutions, to meet MPS enrollment needs over the next five years. Seek approval from Town Meeting for funding for recommended short term facilities adaptations for FY21.
  - Chair Varela said all was done and asked Ms. Rosmarin and Ms. White what the plan was for this year.
  - Ms. Rosmarin replied that all the work was done in preparation for Covid returning to school, keeping everyone safe to attend school.
  - Dr. Craghead will prepare the verbiage for Facilities.

### **Technology**

- Establish and support a system wide professional development plan that supports the integration of digital citizenship skills into our core curriculum.
  - Dr. Craghead stated that MPS provided the hardware and WiFi access to all students in the district before remote learning took place for this year.
  - Dr. Donahue will prepare the verbiage for Technology.

### **Social Emotional Learning**

- Milton High School will successfully implement the BRYT program to support students' social emotional needs in transitioning back to a full time academic program of studies.

- Professional Development will include building competence in trauma informed schools. Staff will be offered at least one opportunity during the school year for training in this area.
  - Superintendent Jette stated that prior to Covid the BRYT Program was a success.
  - Family engagement teams should be the push.
  - Ms. White will prepare the verbiage for Social Emotional Learning.

#### 4. **2020-2021 School Committee Subcommittees and Advisory Committees**

The School Committee reviewed the list of subcommittees and advisory committees for 2020-2021.

### **SUBCOMMITTEES**

#### **Finance Subcommittee**

Dr. Elaine Craghead\*  
Elizabeth White  
Dr. Kevin Donahue

The Finance Subcommittee is responsible for reviewing/approving budget information and making recommendations for the full School Committee.

The Superintendent will bring all matters that may have a financial impact on the district to the Finance Subcommittee's attention.

#### **Policy Subcommittee**

Margaret Eberhardt  
Sheila Varela  
Dr. Kevin Donahue\*

The purpose of the Policy Subcommittee is to review/update and/or institute new policies for the district. Each School Committee member is given a Policy and Procedures Manual containing all of the School Committee approved policies. Prior members had begun a review of the manual to make sure current policies reflected changes in laws, DESE changes, etc. The Policy Subcommittee reviews policies that may be recommended by MASC and will make recommendations to the School Committee as they see fit.

### **Advisory Committees**

#### **Health and Wellness Advisory Committee**

*School Committee Members:*

Elizabeth White\* - Wellness

Ada Rosmarin - Health

Superintendent Jette replied the Health and Wellness needs guidance from DESE and the Governor.

*Other Members:*

Jacqueline Morgan, Dr. Karen Spaulding, Superintendent James Jette, Holly Concannon, Caroline Kinsella, Vicki McCarthy, Laurie Stillman, Scott Devlin, Richard Guarino, Ryan Madden, Marti McKenna, **(two student representatives to be assigned)**

The purpose of the Health and Wellness Advisory Committee is to review/update/or institute policies and programs that promote health/well being for students/families/staff. Members of the Health and Wellness include SC members, staff, Milton Hospital representatives, etc. They work to provide speakers such as Chris Herron, Katie Greer, etc. who promote healthy and safe behavior for students. Milton Hospital representatives work with the team to collaborate on grants/programs, etc. that also promote healthy life styles.

As per Milton School Committee Policy, in compliance with FDA and other state and federal guidelines, this Advisory Committee shall at all times include the individuals in the following positions:

Food Service Director, Director of Physical Education, Guidance Counselor, Principal, Community member, Town Representative (Health Department), Superintendent, Asst. Superintendent, High School Students, School Committee Members

**Transportation and Traffic Safety Advisory Committees**

*School Committee Members:*

Margaret Eberhardt\*

Sheila Varela

Dr. Kevin Donahue

*Other Members:*

Jim Mulligan, Libby Dunphy, Jane Greene, Rachel Shanor, Brian Canavan, Dr. Glenn Pavlicek

The charge of the Transportation and Traffic Safety Advisory Committee is to "coordinate the development of solutions to identified transportation and traffic safety issues with the Milton Police Department, the Department of Public Works, the Milton Traffic Commission, and Town Administrator." The Advisory Committee will be comprised of one or more School Committee members, MPS Assistant Superintendent for Business, one parent from each elementary school,

the middle school and the high school (appointed through the respective PTO Presidents/School Principals). The committee will also have a liaison from Mass DOT to consult and assist with all Transportation concerns and solutions.

### **Facilities Advisory Committee**

#### *School Committee Members:*

Dr. Kevin Donahue\*

Elizabeth White

#### *Other Members:*

Dr. Glenn Pavlicek, Bill Ritchie, Lynda Lee Sheridan, Rick Malmstrom, Tony Cichello, Ben Kelly, Susannah Hegarty, Kerry Hurley, Kyan Thornton and Abigail Callahan

The Facilities Advisory Committee reviews programs/initiatives that will benefit the schools (saving electricity, solar panels, etc.) and works to insure that all school buildings are maintained properly. The Facilities Subcommittee will make recommendations to the School Committee if they deem that repairs/updates are necessary.

### **Strategic Planning Advisory Committee**

#### *School Committee Members:*

Ada Rosmarin\*

Dr. Elaine Craghead

#### *Other Members:*

Dr. Glenn Pavlicek, Dr. Elaine McNeil Girmai, Dr. Karen Spaulding, AJ Melanson, Steve Paxhia, and Spencer Blasdale

The purpose of this Advisory Committee is to work with the school administration, staff, members of the community, and others to identify long-range goals and innovations for the District as well as potential concerns and to recommend to the School Committee a process for achieving those goals or addressing those concerns.

### **School Building Project Committee**

Ada Rosmarin

Elizabeth White

### **BARGAINING TEAM**

Dr. Kevin Donahue

Dr. Elaine Craghead

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### **JOINT TOWN/SCHOOL SUBCOMMITTEES**

**Town/School Consolidation Committee:** Sheila Varela

The charge of the Town/School Consolidation Committee is to explore opportunities for efficiencies in processes, operations, and/or personnel by consolidating and/or integrating certain functions of the Town with those of the School Department, including but not limited to the areas of business office and information technology, and to make recommendations based on the results of such work for the consideration of the Board of Selectmen and the School Committee.

**Town Capital Improvement Planning Committee:**

Dr. Elaine Craghead

**REPRESENTATIVES TO OUTSIDE BOARDS AND TASKFORCES**

**Milton Foundation for Education Representative:** Dr. Kevin Donahue

**MPEG Representative:**

Sheila Varela

**Security:** Sheila Varela

**Inclusion Task Force:**

Margaret Eberhardt

**DEVOLVED RESPONSIBILITIES**

**Payroll Warrant**

Dr. Elaine Craghead

**Vendor Warrant**

Dr. Elaine Craghead

**APPOINTED REPRESENTATIVES (administration level)**

**Five Year Financial Plan Committee**

Dr. Glenn Pavlicek

**Chair Varela made a motion to approve Superintendent James Jette to sit on the board of the South Shore Collaborative.**

Second: Ms. White

Vote: 5-0-0

Dr. Craghead had left the meeting at 6:40pm.

**Special Education Collaborative**

Superintendent James Jette

**5. 2020-2021 School Committee Meeting Calendar**

The School Committee reviewed the draft 2020-2021 School Committee Meeting Calendar and will continue to make adjustments.

**Chair Varela moved to adjourn from the School Committee Retreat.**

Second: Ms. White

Roll Call Vote:4-0-0

Dr. Craghead and Dr. Donahue had left the meeting at 6:40pm.

Meeting adjourned at 6:57pm.