

**Milton School Committee Meeting Minutes**  
**Via Remote Access**  
**August 24, 2022**

Committee Present: Chair, Ada Rosmarin, Vice Chair, Dr. Elizabeth Carroll, Beverly Ross Denny, Anna Varghese, Betty White

Absent: Dr. Celina Miranda

Staff Present: Janet Sheehan, Acting Superintendent; Amy Dexter, Assistant Superintendent for Business; Dr. Garth McKinney, Assistant Superintendent of Curriculum and Human Resources

**1. Call to order - 7:02pm**

**2. Approve August 24, 2022 Agenda**

Approved

**3. Superintendent's Update - Acting Superintendent Janet Sheehan**

a. School Opening Update

- Exciting to report that we are ready to open our schools to staff on August 29, 2022
- Open for our students on August 31, 2022
- Everyone has been working very hard to make sure we have a great start to the school year
- Thank our teachers and support staff for preparing their classrooms to welcome students
  - Thanks to our custodians who have our schools sparkling
  - Thank our Director of Facilities Bill Ritchie and his staff for making sure the school grounds are ready
- We are welcoming approximately 50 new teachers and 25 more support staff
- New Teachers participated in our orientation this week
  - received mentors
- Same challenges as school districts across the country with staffing
- Wished all the best to Food Service Director Jackie Morgan who recently resigned
  - gave 22 year of exemplary service to the Milton Public Schools
  - transition plan in place
- Retirement letters received:
  - Kathy Mulligan
  - Karen McGrath
  - Elaine Coughlin

b. Enrollment Update

- 4378 students enrolled in Milton Public Schools
- School Open Houses dates have been set (dates will be available in the Superintendent Blog and on the website)
- Reminder September 12th Applied Music Lessons registration at Milton High School
- September 28th at 6pm - Presentation at Milton High School - Katie Greer Presentation
- 4 morning Professional Development days (dates will be in communications to families)
- Special thanks to Stephanie O'Keefe for maintaining communications with our families and staff members
- Final thanks to our School Committee, parents/guardians and community for supporting the school year 2022-2023 budget

Dr. Carroll

- Asked about the 1st day of Preschool and election day taking place on the same day

Acting Superintendent Sheehan

- Reassure parents that things are very much in place for voting, police officers on duty, guidance for the voters to enter the building.
- Teachers and staff will be very vigilant
- Specific entrance and exits in place
- Security in place

c. Approval of 2022-2023 Handbooks - Acting Superintendent Sheehan

Chair Rosmarin

- Made a motion to approve the 2022-2023 MPS Elementary Handbook.
- Made a motion to approve the 2022-2023 Pierce Middle School Handbook.
- Made a motion to approve the 2022-2023 Milton High School Handbook.
- Made a motion to approve the 2022-2023 Milton Public School Staff Handbook.
- Made a motion to approve the 2022-2023 Athletic Handbook.

Chair Rosmarin made a motion to approve the Milton Public School Handbooks.

Second: Member White

Roll Call Vote: 5-0-1

Absent during the vote: Dr. Miranda

Member Varghese

- How is the management of Residency going and interested in the process

Dr. McKinney

- Met with Sarina Burke, Marti McKenna and Brad Spindle
- Following the process of the policy regarding being the resident of Milton
- Working daily to serve everyone in Milton the best we can

Dr. Carroll

- Everyone re-establishes residency check points
  - entering the school -prek - kindergarten
  - 6th grade
  - 9th grade

#### **4. Citizen Speak (Policy BEDH-15 Minutes)**

- May and her sister Josie Fundling - 39 Sias Lane
- May - 9th Grade at Milton High School
  - Currently 20 minute lunches
  - Not long enough to get your food and eat
  - Created a survey last year and 77% of the students who completed said they felt rushed during lunch
  - It would be best if lunch was 30 minutes lunch
  - Longer lunches provide better nutrition which would help student do better in school

#### **5. Chair's Report - Chair Rosmarin**

- a. School Committee Goals/School Committee Retreat

### **DRAFT School Committee Goals 2022-23**

#### **Facilities Goal**

Provide sufficient dedicated classroom and other related educational space to maintain high quality learning experience and outcomes for students through the expanding enrollment challenge facing MPS.

- Communicate with the community to build understanding, both among MPS families and other Milton residents, of the schools' overcrowding and need for resources to implement a short-medium term solution, ie. modular classrooms
- Ensure FY24 budget allocation provides necessary resources for adequate classroom space to avoid and/or address significant increases to class size in short-medium term

- Work with an architectural consultant to explore the use of modular classrooms and what is required for their installation
- Prepare to secure modular classrooms for FY24
- Support the work of the School Building Committee to make progress toward planning for a new school to be built as the long term solution we need to address MPS enrollment situation

### **Measurable Goal Alignment**

The superintendent and leadership team will review the benchmark data associated with each area of the strategic plan and establish multi-year growth (through SY2025) targets by October 31, 2022. This data will allow MPS to measure growth and assess progress towards our goals. This data will also allow us to determine whether or not to continue with our course of action or make a course correction. The data that will guide the identification of targets include:

- Spring 2022 MCAS
- Spring 2022 iReady
- Spring 2022 Lexia Rapid
- Intellispark
- SY2021-22 MPS Alleged Incident Reporting Form
- Equity Audit Survey Results\*

\*The superintendent and leadership team will have to determine the data from the equity audit will be used as goals as well as determine growth trajectories.

### **Budget Goal**

Develop a sufficient budget to meet the districts needs

- Advocate with the school community, the Select Board, the Warrant Committee and other stakeholders and educate all about the needs of our school children as we develop the budget
  - The budget has many components. These include staffing, technology, texts and materials as well as space needs for our growing enrollment.
- Present our budget to community forums and to town meeting to answer questions and advocate for a successful vote at town meeting
- Participate with other town departments to evaluate the need for an operating override if necessary and communicate how this will impact town services

### **Communication and Community Engagement Goal**

Improve community engagement through 1) clear and transparent communication and 2) creation of opportunities for community involvement

- Communicate clearly about the role of the School Committee and laws that govern our work, to help create realistic expectations for the community
- Hold a series of community forums on each of the three pillars of the MPS strategic plan, to hear community concerns and priorities while building understanding in the community of how each pillar enhances academic excellence
  - Do targeted outreach to ensure the community is aware of these opportunities
- Highlight stories of great things happening in MPS, including through featured guests at SC meetings
- Candidly acknowledge room for improvement in a data-driven way
- Offer (quarterly?) drop in office hours, both in person and virtual (see Somerville example), to listen to community concerns

Member Ross Denny

- Should try to make sure we put these goals in Smart Goal Format
- Clear to the public, so it is clear how we will operationalize these goals

Dr. Carroll

- We will bring these goals back to another meeting to vote
- Agree with Member Ross Denny
- (Measurable Goals) Make it clear what the action steps of the School Committee will be
- Continue to address in the formatting of the goals

Member Ross Denny

- We have to be clear that our authority is especially around the supervision
- As the supervisor of the Superintendent, we have the expectation of what will be done
- Measurable Goals are incorporated

Chair Rosmarin

- Our roles as monitoring of the growth and progress of these goals, maybe include more language in the goal
- Include the metrics advisory team recommendations
- Superintendent Goals - incorporating the goals with growth and progress
- Equity Audit Survey results - will need to be clarified to specific goals to be set
- Will bring back to our next meeting to discuss again

b. 2022-2023 School Committee Meeting Calendar - Chair Rosmarin

<b>MEETING DATES</b>	<b>TOPICS</b>	<b>ANNUAL TOPIC DUE DATE</b>
August 3 2022 Retreat	School Committee Goals School Committee Subcommittees	
August 24, 2022	Back to School Updates Approval of School Handbooks 2022-2023 School Committee Goals (Discussion)	School/Staff Handbooks
September 7, 2022	Back to School Updates 2022-2023 School Committee Goals (Discussion/Vote) Spring 2022 Data Presentation	
September 21, 2022	FY24 Budget Calendar 2021-2022 Annual Report	Annual Report
October 6, 2022	PUBLIC FORUM – Personalized Learning	
October 12, 2022	Pierce Site Council Appoint MASC Designate (Vote) MASC Resolutions DESE End of Year Report (Vote) Metrics Advisory Team* 2022-2023 Superintendent’s Goals (Discussion)	Fiscal End of Year Report
October 26, 2022	Collicot Site Council 2022-2023 Superintendent’s Goals (Discussion/Vote) MASC Resolutions (Vote) FY24-FY26 Capital Requests (Vote)	MASC Resolutions (Vote)

\* Date dependent upon release of data by DESE

<b>MEETING DATES</b>	<b>TOPICS</b>	<b>ANNUAL TOPIC DUE DATE</b>
November 2, 2022	Milton High School Site Council Tucker Site Council	

November 9, 2022	PUBLIC FORUM – Safe and Supportive Schools	
November 16, 2022	Glover Site Council FY24 Budget (Presentation/ Discussion)	Report from MASC Annual Meeting
Special Town Meeting December 5, 6, 8		
December 7, 2022	Student Advisory Council Fall 2022 Data Presentation	
December 21, 2022	Cunningham Site Council FY24 Prioritized Budget (Presentation/Vote) FY24 Fee Proposal (Vote)	FY24 Prioritized Budget (vote)
MEETING WITH WARRANT COMMITTEE (DATE TBD)	SC Presentation to WC	
January 4, 2023	School Year Calendar FY24 (Vote) Special Ed presentation	Vote School Year Calendar
January 11, 2023	PUBLIC FORUM - Equity	
January 18, 2023	FY24 Prioritized Budget Superintendent Mid-Cycle Formative Evaluation	Deliver Program of Studies to SC
February 1, 2023	MHS Program of Studies (Vote)	Approve MHS Program of Studies
February 8, 2023	PUBLIC FORUM – Budget Annual Budget Hearing	
February 15, 2023		
March 1, 2023		
March 15, 2023		
April 5, 2023	Last meeting for any retiring SC members	
April 26, 2023	Reorganization Meeting	

ANNUAL TOWN MEETING (Get Dates)		
May 10, 2023	School Choice Hearing South Shore Collaborative Vote	
May 24, 2023		School Choice Vote to DESE by June 1
June 7, 2023	Date of Retiree Reception (TBA) Superintendent End of Cycle Summative Evaluation	
June 14, 2023		

Member Varghese

- Had a question about how can we promote all of this information to the community
- Will this information be published
- How can we advertise the public forums

Chair Rosmarin

- Can post on our Milton Public Schools website

Dr. Carroll

- Appreciate how our conversations have reflected the calendar
- Including the important updates to the community
- Had a question about the Hybrid opportunities for the community

Chair Rosmarin

- No updates about the Hybrid opportunities
- Did have a meeting and the possibilities but do not have a conclusion
- Still a work in progress

Member Ross Denny

- Our calendar is thoughtful and reflects our discussions during the retreat
- Once our goals are finalized would like to set up checkpoints incorporated in the calendar
- Assess our progress over time

## **6. Finance Subcommittee Report - Member White and Member Ross Denny**

### **a. Approval of Vendor Warrants**

Motion is made to approve Vendor Warrant #5 payable on August 18, 2022 in the amount of \$117,531.14



Second: Member Ross Denny  
Roll Call Vote: 5-0-1  
Absent during the vote: Dr. Miranda

## **7. Approval of Minutes - Chair Rosmarin**

Chair Rosmarin made a motion to approve the School Committee Minutes dated

- July 6, 2022
- July 29, 2022
- School Committee Retreat minutes dated August 3, 2022.

Second: Dr. Carroll  
Roll Call Vote: 5-0-1  
Absent during the vote: Dr. Miranda

## **8. Next Meeting Agenda Items** Updated

Chair Rosmarin made a motion to adjourn to Executive Session to discuss strategy for negotiations, collective bargaining sessions, or contract negotiations with union personnel (Milton Educators Association (MEA) and AFSCME) and to return to open session.

Second: Member Ross Denny  
Roll Call Vote: 5-0-1  
Absent during the vote: Dr. Miranda

Meeting adjourned to Executive Session at 8:10pm.

Returned to Open Session: 8:40 pm

Chair Rosmarin

- Two motions to approve

Motion to approve the Memorandum of Agreement between the Milton School Committee and the AFSCME for the period between July 1, 2022 through June 30, 2025.

Second: Member Ross Denny  
Roll Call Vote: 5-0-1  
Absent during the vote: Dr. Miranda

Motion to approve the Memorandum of Agreement between the Milton School Committee and the Milton Educators Association (MEA) for the period between July 1, 2022 through June 30, 2025.

Second: Dr. Carroll  
Roll Call Vote: 5-0-1  
Absent during the vote: Dr. Miranda

Chair Rosmarin made a motion to adjourn from the School Committee Meeting.

Second: Member Ross Denny  
Roll Call Vote: 5-0-1  
Absent during the vote: Dr. Miranda

Meeting adjourned at 8:47 pm.