

Milton School Committee Meeting Minutes
May 10, 2023
Via Zoom
7pm

Committee Present: Vice Chair, Dr. Elizabeth Carroll, Dr. Celina Miranda, Anna Varghese, Mark Loring, Bao Qiu

Staff Present: Dr. Garth McKinney, Interim Superintendent; Dr. Glenn Pavlicek, Assistant Superintendent for Business

Absent: Member Ross Denny

1. **Call to order** - 7:01pm
2. **Approve May 10, 2023 agenda**
Updated
3. **Citizen Speak (Policy BEDH-15 minutes)**
None
4. **Superintendent's Report** - Dr. McKinney
 - a. District Updates
 - Thanked all for presenting our Budget at Town Meeting
 - Special thanks to Dr. Pavlicek for all of his work
 - Wanted to express our gratitude to the School Building Committee and Sean O'Rourke
 - Last night Town Meeting members voted in favor of the land swap with the hopes to build our new school
 - This week is Teacher Appreciation Week
 - Teachers go above and beyond every day to support our students and we are very grateful
 - We celebrate our school Principals, Nurses and Cafeteria workers
 - Approaching the last couple of months of school:
 - MHS Scholastic Honors Night is May 6, 2023
 - MHS Spring Concert
 - MHS Awards Dinner
 - MHS Art Show
 - School Choice Hearing May 24,2023 at 7pm
 - MHS Musical - Mamma Mia May 25th, 26th and 27th
 - MHS Senior Awards Night
 - Booster Varsity Celebration

Member Loring

- Asked Dr. McKinney about hiring updates and open positions for next year?

Dr. McKinney

- Staffing updates for K-12 can be sent out to the School Committee

Dr. Carroll

- Expressed thanks and appreciation to Dr. McKinney, Dr. Pavlicek and colleagues, and Dr. Miranda for her service on the Finance Committee this past year

b. South Shore Collaborative Board Member Appointment

Dr. Carroll made a motion to appoint Dr. Peter Burrows as a Board Member of the South Shore Collaborative for the 2023-2024 school year.

Second: Member Varghese

Roll Call Vote: 5-0-1

Member Ross Denny was absent during the vote.

5. Chair's Report - Dr. Carroll

Dr. Carroll

- Milton Foundation for Education was last weekend
- Terrific event
- Appreciate all their efforts to raise money for initiatives for the Milton Public Schools
- Wanted to acknowledge Liddie Sutter for her work as Co-Chair on MFE, this was her last year. She has been an amazing volunteer and has done so much for our community.

a. Summer Meeting Schedule/Retreat

- Thanked everyone for sharing their availability for the upcoming months
- Summer weeks that seem to work for most are:
 - Week of July 24th
 - Week of July 31st
 - Dr. Burrows was wondering if he could schedule two separate meetings with the School Committee
 - One would be more traditional retreat meeting
 - Kick off of our work together
 - How can we work together?
 - Discuss our roles
 - Formulate our goals
 - Last summer we had a facilitator from MASC come and lead us through a session
 - Helped us set up our goal setting

- Dr. Burrows is interested in having an initial time that the committee will meet with him and the Assistant Superintendents
 - Begin our working relationships
- Then set up a second meeting to have a facilitator join and discuss a topic that would be helpful
- Dr. Carroll asked if the School Committee would be OK with the below dates to meet:
 - May 24th
 - June 7th
 - June 14th
 - Week of July 24th
 - Week of July 31st
 - August 23, 2023

Member Varghese

- Asked if the meetings would be similar to the current schedule after work hours?

Dr. Carroll

- 4:30-5pm (have dinner together) and continue into the evening for the first meeting
- Then a 7pm meeting

Dr. Miranda

- In agreement with the dates
- Would set up a greater success to build as a group and Dr. Burrows
- Good investment of our time

Dr. Carroll

- We can follow up on the scheduling and dates via email
- Maybe start with the Wednesday's, if it doesn't work, we can go from there
- Will confirm with Charlene and the central Office for July 26th and August 2nd dates

b. Milton School Committee Subcommittee/Advisory Committees - Dr. Carroll

- Charlene sent out an attachment of the committees
- Dr. Carroll will share everyone's request and everyone can decide who is going to serve
- Dr. Carroll read through the Committee Assignments
 - Can discuss with anyone that has questions

Dr. Carroll asked Member Qiu if she would be interested in working as the Student Liaison?

Member Qiu

- Answered yes, could be something she would be interested in learning more about working as the Student Liaison

Dr. Carroll

- Appreciate all of your willingness to plan ahead
- Goal is to have everything in place for next school year

c. Draft 2023-2024 School Committee Meeting Calendar - Dr. Carroll

- School Calendar draft was sent out
- Would like to map out the forums for next year as well
- More will be added to the calendar
- Will add in the mid year evaluation

Member Loring

- Asked about the specifics of the order of the Site Council?

Dr. Carroll

- Looks like a similar order
- We did switch the order around this year

Dr. McKinney

- I can confirm with Charlene regarding the order of the Site Council

Member Varghese

- Looks like the order has been shuffled

6. Policy Subcommittee Report - Dr. Carroll

a. First Reading, Policy BHC, Staff Communication

- Incorporated new language from MASC
- One minor change
- Does not need to be voted on tonight just an opportunity to have a discussion

Member Loring

- Noted that there was a typo

Dr. Carroll

- This policy can be reviewed with Dr. Burrows in July
- Thanks Dr. McKinney for helping with the updates
- Will add to the agenda for the next meeting for a vote

7. Strategic Planning Advisory Committee Report - Dr. Miranda

- Highlighted that this particular year we have focused a lot on training
- How do we up the capacity of our school leaders and educators to make sure we can obtain our goals we have set?
- Do need to remind ourselves it takes time
- Equity and Learning
 - Number of forums have been held for the community
 - Building the capacity of our staff internally and the community
 - extending the learning
 - Restorative Justice Training offered during Professional Development
 - These practices are starting to show up in different ways in school buildings and put into practice
 - Capacity building for teachers and students
 - Work continues to be on track
 - Spoke with Director Claire Galloway-Jones
 - This is a marathon and not a sprint
 - Staff needs to have a sense of belonging in the district
 - Recruitment
 - Looking to attract diverse educators
 - Waiting on the AP Data
 - Looking at the enrollment
 - How are we progressing?
 - DEI Website coming soon
 - Looking to add a Diversity Coach for next year to move this work forward
- Personalized Learning
 - Progress is being made
 - Building capacity across all grades
 - Use of data reviewed
 - Universal Training - coming part of the common language
 - Building Websites that would focus on personalized learning for staff and families
 - Approach to teaching
- Safe and Supporting Schools
 - Calm Classroom Trainings have been completed
 - Implementation Calm Classrooms K-12
 - High School implementation has been a challenge
- Additional funding has been secured for SEL work
- Continue to make sure we have our SEL coaches at each school

- Health and Wellness Committee - piloting of the Michigan Model
 - Implementation is difficult due to the time in the day
 - Who is responsible for teaching
- Trauma Sensitive work is happening
- How do we do a better job tracking data in relation to our strategic goals? Work has been slower than hoped
- Transitioning to Power Schools System - Data Management
 - Will go live next school year
- All the work is commendable and we are making progress

Member Loring

- Are the Calm Classrooms, Restorative Justice and the Michigan Model new this year for Professional Development?
- Are surveys given to staff regarding PD days?
- Who is providing the feedback regarding the implementations?

Dr. McKinney

- Yes to the Calm Classroom and Michigan Model being new this year for Professional Development
- Restorative Justice has been implemented in the past
- Yes, surveys go out to staff after the PD days for feedback
- We have a district PD committee that reviews the surveys
- Unit B members, Restorative Justice Coach, Directors, Department Heads, Principals, Coordinators and SEL Leads all work together

Dr. Carroll

- Reminder about the transition to Power Schools
 - Is it possible to get an update at a School Committee meeting to learn and understand what this transition means?
 - There could be questions from the community as well

Dr. McKinney

- Yes, we can put that together a presentation for a School Committee meeting

Member Qiu

- Is there a reason why we use Power School instead of Google Classroom?

Dr. McKinney

- Power School will be the new information system
 - Will talk to Google Classroom
- Can provide more information at the presentation

8. Safety and Security Advisory Committee Report - Member Varghese

- Met last Wednesday
- Current Safety and Security process has been going well
- All staff have gone through training
- New staff will receive training at the start of the school year
- Concerns over desk and chairs in the stairwells at Cunningham via social media
 - Confirmed that this was only temporary due to the flooding in the classrooms
- Clarify the language around the social media policy to avoid confusion
- Fire Department walks through the schools with the custodian staff at the beginning of each year
 - Going forward will bring in the Principals
 - Then communicate to all staff
- Two rooms that flooded at Cunningham have had issues with water in the past
- This has been addressed and an alarm system has been added
- Sprinklers and alarms are tested regularly
- Talked about safety measures and fire safety precautions
- Security team discussed using blackboard, keeping staff updated especially during lockdowns
 - There are a few dead zones in certain areas of the buildings
 - Working on the issue, perhaps using two way radios
- Software upgrades for visitors coming into the schools
- Discussion of door sensors that were included in the budget

Member Loring

- Asked about the dead zones? No cell phone service?

Member Varghese

- Confirmed yes, there are areas without cell service and the cafeteria when it is loud, staff can't hear the speakers/announcements
- Working on solutions to these issues

9. Approval of Minutes

Dr. Carroll made a motion to approve the School Committee Minutes dated April 26, 2023.

Second: Member Loring

Roll Call Vote: 5-0-1

Member Ross Denny was absent during the vote.

10. Next Meeting Agenda Items

- Reviewed and updated

Dr. Carroll made a motion to adjourn from the School Committee Meeting.

Second: Member Varghese

Roll Call Vote: 5-0-1

Member Ross Denny was absent during the vote.

Meeting adjourned at 8:20pm.