

Milton School Committee Meeting Minutes
Milton High School Cable Access Studio and Via Zoom
February 7, 2024

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

Staff Present: Dr. Peter Burrows; Superintendent, Dr. Glenn Pavlicek, Assistant Superintendent of Finance and Operations

Absent: Dr. Garth McKinney; Assistant Superintendent of Curriculum & Human Resources

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

Dr. Carroll read the below:

I would like to have a moment of silence in memory of Mr. Francis Desmond, Jr. who passed away on January 17th.

Frank will always be remembered for his dedication to the Town of Milton. He was a graduate of St. Agatha's School and Milton High School and went on to serve in many town government roles. He was a long standing Town Meeting member and a prior Trustee of the Milton Cemetery.

Frank Desmond loved the Milton Public Schools and was a strong advocate in his role as a Milton School Committee member and Chair. He was instrumental in the success of our school building project and saw that project through completion as a member of the School Building Committee. He also was a proud member of the Milton Foundation for Education and the Milton High School Boosters. Frank was a well-known face at many Milton school events and was always known as a go-to person for support of our schools.

On behalf of the Milton School Committee, our thoughts and prayers are with Frank's family and friends at this time.

2. **Approve February 7, 2024 Agenda**

Updated and approved

3. **Citizen Speak (Policy BEDH-15 minutes)**

None

4. **Superintendent's Report - Dr. Burrows**

- Recognizing Black History Month
- Priority Report is close to being finalized
 - Hoping to have it completed for the next School Committee meeting
- Planning for March 5th Professional Development Day - bringing the whole district together to reflect on the Priority Report
 - What is working well in Milton?
 - And what do we want to spend time on in the years ahead?
 - Giving voice to all of our staff and their experiences
 - Will be collecting a lot of data from the PD day
 - From there will be putting together an action and implementation plan
 - Setting a coherent vision for the next academic year
 - The report consists of analysis and systems in place and what is not in place
- Kindergarten registration - we are 20 students over what we were last year
 - We do not have a final number but getting close

a. Personnel Updates-Tucker Principal

Dr. Burrows welcomed Celeste Hoeg to the School Committee Meeting

- We are thrilled to welcome Celeste Hoeg to Tucker and to Milton Public Schools

Celeste Hoeg

- Excited and honored to be the next Principal at Tucker
- Looking forward to spending time with the key members at Tucker, the district and the community
- Little over 20 years of experience in education
- Strive to be a good listener and collaborator
- Loved being a teacher but now being a school leader
 - Pride in working with staff, families and students
- Thank you all for this warm welcome

Member Ross Denny

- Thank you for taking the time to meet with the Tucker Community
- As a parent and a part of the screening process, people are thrilled to have you on board
- Wish you the most success

Celeste Hoeg

- Felt very welcomed when met with Tucker Community

Dr. Carroll

- Tucker is such a special community
- Have a 1st and 4th grader at Tucker
- Tucker is so deserving of an excellent leader
- Looking forward to getting to know you

b. Student Representatives

Dr. Burrows

- Have been meeting with Member Qiu and the Student Representatives over the last month
- Discussed how to make this role meaningful and how to work together
- Looking to have the student voice front and center

Julia Mangun - Senior Representative

Sydney Burns - Junior Representative

Elias Caros - Sophomore Representative

Adam Cheairs - Freshman Representative

Adam Cheairs - Freshman Representative

- Thank you for inviting us
- One of the tasks we talked about in the fall was ways in include students in the decisions made by the School Committee
- To what extent can students have a voice
- Calendar conversation came up
 - Ongoing discussion
 - What input can the student provide?
 - What effort can be made in the gaps?
 - Under took a survey in order to access our students to see how well they are represented
 - What are the ways they see themselves in the future to feel more recognized?
 - Does that include a full day off, an integrated school day celebration with opportunities for assemblies, art and other cultural celebrations
 - What does it look like?
 - Providing an outlet for students to speak will be important for decisions that will affect the calendar in years to come

Sydney Burns - Junior Representative

- If the decision is not to have a day off, we could have reflections in school in order to properly recognize the holiday's
- We have constructed a survey with our advisors

- Discussed having a day of learning - when kids have a day off for a holiday that does not affect their ethnicity or religion the students just view it as a day off
- Have a day of learning and educational activities could be more beneficial

Julia Mangun - Senior Representative

- When we first starting talking about the calendar, there were holiday's that have not been heard before
- Plan some sort of celebration in school would be beneficial to have the day recognized
- Did some research on the surrounding towns
 - Noticed a few towns - holidays are mentioned in their calendar by listing the holidays at the bottom of the calendar
 - Honor no homework, games and large school events on these days to recognize the holiday

Elias Caros - Sophomore Representative

- Spoke with a few students and staff on this calendar topic
 - Adjust to fit he needs of the staff and students
 - Students in particular who really value student diversity and really want to celebrate the traditions, holidays and rituals of the various ethnicities that are represented in our student body
 - Extended the school year into the summer is a matter of concern for both students and staff
 - Would be unproductive
 - In favor of half days
- Overall, I am scheduled to meet with a few more students and staff and I will come back and share my input

Sydney Burns - Junior Representative

- We plan on sending the survey out soon and looking forward to sharing the data with you

Member Qiu

- Just to confirm you are sending the survey out to the middle and high school students?

Sydney Burns replied yes.

Dr. Carroll

- Thank you all for sharing, this is really exciting and such an important topic
- Appreciated your reflections on the meaningfulness of on how to celebrate and learn together
- The calendar topic is one that we need to come back to, we talked about an idea of creating a committee that would include students
- We could incorporate the data you are collecting

- Goal would be to come up with recommendations that could then inform the School Committee - comprehensive review of the calendar next year
- Great ways for the four of you to participate going forward
- For next year - we do not have a lot of flexibility due to the contract but does not mean that could not change for other school years
- Personally curious what brings each of you to this role, what inspires you for the sense of service within student government? What makes you interested in the particular role of the School Committee?

Julia Mangun - Senior Representative

- I am a senior this year
- In the future I want to go to school to be an educator and becoming familiar with the school community itself is really valuable
- Also just served on the Principal Screening Committee
 - Really cool to see how the system works

Sydney Burns - Junior Representative

- I am here because my mom is also a teacher here at the high school
- Generally, have been raised that don't complain if you don't do anything about it
- Taking an active role is important to me as a student and to voice any concerns I have

Adam Cheairs - Freshman Representative

- Agree with both Julia and Sydney
- Love of service and commitment to justice that has led me to represent the school
- Generally, the way we approach education, we can become change makers
 - Taking action if very powerful especially at this age

Elias Caros - Sophomore Representative

- Believe students in particular have the responsibility to continue the values and principles that we value
- We all have to play our part and this role

Dr. Miranda

- Thank you for the time you are giving to the calendar topic
- Important topic that requires the view of a wide consideration
- What else can we do? I like that you have integrated that into your survey
 - In addition to a day off, what else could be done?
 - Honoring and recognize the richness that we have in our town
- You are also starting to model I hope what we continue to do into the future is to bring in the student voice into the decision making
- Having your voice at the table is critical
- You bring in an important perspective and appreciate the fact that you are taking the time
- Thank you for being the change makers that you are

c. Short-term Facilities Update

Dr. Burrows

- We did a thorough investigation of the Curry College Preschool facility
- Met with Curry College and met with MPS staff
- As we looked at the cost of the move for five years
- Looked at splitting programming
- Looking at the whole package we recognized that for a short term space need it did not fit the bill
- Did give us more clarity of the Cunningham 4th floor
- Invited Chris Hayden to be a part of the conversation
- Have 2 million dollars in the asks in the Capital Request for the Cunningham Attic
- Working with the Principals at both Cunningham and Collicot as well as their staff
- Discussing the space needs and timeline

Chris Hayden

- Have met with Principal Concannon and Dr. Redden to discuss what they would like to see happen up in the on the 4th floor
- Have 4,000 square feet, potential for restrooms
- Looking at what kind of space would be beneficial to both Cunningham and Collicot
 - If it is a break out space, it is a lot to have the students travel to the 4th floor
 - What makes sense in the operations on a daily basis?
 - Teacher lounges are needed and most have been eliminated
 - Should it be an art room, music room, and talk about the safety of the children on the 4th floor?
 - Break out work spaces for staff?
 - Could it be a library?
- Logistics are still being discussed with the principals
- How much are we looking to spend?

Member Ross Denny

- If you move the library upstairs, would you use the current library for classroom space?

Chris Hayden

- Yes, we have the floor plan that would just mimic the floor plan below (on the lower level)

Member Qiu

- There are 2 classrooms already set up in the library, correct?

Chris Hayden

- Replied yes

Member Varghese

- What is the correct square footage of the library?

Chris Hayden

- Over 4,000 square feet
- Library also includes computer labs and office space

Member Ross Denny

- Is there an immediate need for a classroom in the fall?

Dr. Burrows

- There may be, could be a kindergarten class

Member Ross Denny

- If you were to use the 4th floor for classroom space, how quickly would it happen vs a Library partially finished
- Logistics of getting it ready for the start of the school year, what is the better option?

Chris Hayden

- One classroom being ready could be feasible, but the whole build out no
- Financially the funds would not be available to July 1st
- Starting now to hire the architect and getting the design
- Build out could be ready for September 2025
- Construction during the school day will be disruptive

Dr. Burrows

- Depending on what the space becomes would affect the timeline

Dr. Miranda

- Sounds like there are a lot of options
- What is the timeline on the decision of the use of the space?
- How can we make this happen sooner rather than later?

Dr. Burrows

- Timing this around the financing and we know the money is available
- Preparing for and hoping for the 2 million dollar ask
- Would see a decision coming by March

Dr. Carroll

- Asked Chris Hayden if he would be present at next Thursday's Capital Improvement Planning Committee Meeting?

- To make sure that we can be approved for this 2 million dollars given that we don't know exactly what we will be using it for
- Will you be prepared to present options and answer any questions?
- And what ways it would be a benefit the overcrowding

Chris Hayden replied yes.

Dr. Burrows

- Could share the data
 - We need more breakout space
 - Moving people out of the hallways
 - A list has been provided by staff

Chris Hayden

- Town did ask if the Curry College space happens would the schools still need the 2 million dollars?
- Town wants to know how much we really need
- Budget is on hold right now and nobody is really getting the answers
- Waiting for approval until after the vote on Tuesday

Member Ross Denny

- It is a better investment instead of paying a lease

Chris Hayden

- Agreed

Member Loring

- Agreed, if we have to pick one - the long term space asset vs a short term
- Worried that we are only addressing space needs at a single site
- Still have things we need to work on which is the long term school building project
- Curry College could have helped the space needs at Tucker as well

Chris Hayden

- Glover has potential
 - It is a one story building
 - Have potential to add onto a wing
 - Could be a quick build but will need more parking as well
 - Could add about 6 classrooms but would be more than 2 million dollars
- Tucker - there is potential to build behind the school
- Have to look at every square inch of the schools

Member Varghese

- Think this is part of the creative process

- Appreciate you going through the level of detail and looking at different options at different facilities

Chris Hayden

- A lot of expansion can happen at Tucker
- It is small but there is a lot of growth

d. Milton High School Program of Studies - Principal Cahill

Principal Karen Cahill shared the link to the current [Program of Studies](#) website and shared a list of the changes/updates that are being suggested.

MHS Program of Studies Changes

2024-25

Career Tech

- Added
 - AP CS A
 - AP CS Principles
 - No prerequisite next year
 - Exploring Computer Science
 - Career Readiness
 - 9/10
 - 11/12
 - 12 is only for 12th grade students who are NOT taking part in the internship

Robotics

- Name Changes
 - Career Planning → Career Readiness 9/10 & 11/12
 - Career Planning & Internship → Career Readiness & Internship
- Descriptions changed
 - Tech Essentials
 - Intro to Business
 - Business II
 - Marketing: Sports & Entertainment
 - Personal Finance I & II

English

- 12th grade course Sports & Society to CP from Honors, to 5 credits from 2.5

- 12th grade semester courses adding a CP option
- Introduction to Law - new year long elective
- Speech elective returns
- Have submitted applications to Quincy College to have 1) African-American Literature and 2) Introduction to Law designated as Dual Enrollment classes.

Fine Arts/Music

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|--|--------------------------------------|
| ● Unified Arts | New Course |
| ● Unified Music | New Course- replacing Adaptive Music |
| ● Visual Literacy in Film I | Course name change |
| ● Visual Literacy II in Film | Course name change |
| ● Drawing & Painting | Course name change |
| ● Ceramics & Sculpture | Course name change |
| ● Digital Photography & Graphic Design | Course name change |
| ● Advanced Art Drawing & 2D Design | Course name change- Full Yr |
| ● Advanced Art Drawing & 3D Design | New Course- Full Yr |
| ● AP STUDIO ART: DRAWING & 2-D DESIGN | Course name change- Full Yr |
| ● AP STUDIO ART: 3-D Art and Design | New Course- Full Yr |

Prerequisites: Advanced Art 3D

AP Studio Art 3-D Art and Design D full year course designed for students to obtain AP credit and submit a portfolio of artwork for evaluation at the end of the school year by the College Board.

Students will focus on 3-D Design to study the following in depth depending on their focus area:

Big Idea 1: Investigate Materials, Processes, and Ideas: Students will learn how artists and designers decide what to make and why and how to make it.

Big Idea 2: Make Art and Design: Students will study the processes and techniques that artists and designers use when they create work.

Big Idea 3: Present Art and Design: Students will explore why and how artists and designers present their work to viewers.

- | | |
|--------------------------------------|-------------|
| ● Modern Band: Drum & Keyboard Track | Name Change |
| ● Modern Band: Guitar & Bass Track | Name Change |

Math

- Updated course descriptions for Integrated Math I and Integrated Math II to reflect minor slight shifts in curriculum (e.g. moving the Exponential Functions unit from Math I to Math II for next year)
- Rewrote the course description for Applied Mathematics to reflect the alignment with NGPF's Financial Algebra materials
- Expanded course descriptions for Precalculus, Statistics, and Calculus to help distinguish between the different versions (AP v. Honors)
- Upon further consideration, it was decided that it would be best for students for CP College Algebra A and CP College Algebra B, both of which had been added last year but did not run due to low enrollment, to be consolidated into a single year CP College Algebra course for seniors that will offer the opportunity for dual enrollment credits with QC. A new course description and prerequisite (Algebra II) have been added for next year.

Science

- Updated course description for Astronomy – update level to college prep
- All courses grant science credit toward graduation

Social Studies

- AP African American Studies - removed the word “pilot.” The one-year pilot period is over.
- Name Change and Course Description change: African and Latinx Diaspora. For next year we will incorporate content that explores the Latinx community, particularly with a focus on Caribbean, Central America and South America. These regions of the world are already studied through the lens of the African diaspora, and students will also consider Latinx contributions to American culture. **This course is an Honors Level elective.**
- Name Change: Contemporary Issues will now be called Contemporary Issues in American History from 1975-Present. **This course is an Honors Level elective.**

World Language

- French Immersion classes name changes to distinguish from non immersion classes: starting with Immersion as the first word in course name
Ex: Immersion French 4 for Immersion while non Immersion will only be named French 4
- Course description updates
- Course Prerequisites

MHS Program of Studies to be approved at the February 28th School Committee Meeting.

Member Ross Denny

- The creativity of the two semester English Courses gave students a significant amount of flexibility and has been successful from the feedback received
- Recently received a flier that the high school is trying to get more students enrolled in advanced placement classes
- Great way to involve their peers for making their case of why these programs are valuable

Principal Cahill

- Most important thing is to listen to the students and enjoyed listening to the students speak this evening
- Will continue to do the enrollment work around AP Classes- there is so much value and thank you for recognizing that

Member Ross Denny

- The fact that more high school students are going to leave school with college credit whether it is AP credit or dual enrollment it will set Milton High School students apart and save their parents a lot of tuition

Principal Cahill

- Early exposure at the high school level creates more success for our students

5. **Chair's Report** - Dr. Carroll

Dr. Carroll

- Wanted to give a shout out to Collicot Elementary
- This morning was World Read Aloud Day
 - Great time participating
 - Lots of community and district involvement
 - Nice way to see our community come out and support the schools
- a. Milton School Committee Governance Retreat
 - Implemented the Retreats to meet quarterly
 - Building strong working relationship with School Committee and the Superintendent
 - Met in the fall, and last week was a follow up meeting

- Focused on our Operating Procedures
 - Try to create as a school committee
 - Made progress around our priorities in those areas
 - Worked on a format on how we will present these operating procedures
- Did mid year reflection as a group and as individuals
 - What has been working well
 - Discuss areas that we are continuing to focus on
 - Appreciate the School Committee group and Dr. Burrows leaderships
- Working on finalizing our Spring Retreat (Possible April 2, 2024 date)

6. **Committee Reports - Member Ross Denny**

- a. Finance Subcommittee Report
 - i. Approval of Vendor Warrants

Member Ross Denny made a motion to approve Vendor Warrant #28 in the amount of \$634,149.97 payable on 1/18/24.

Member Ross Denny made a motion to approve Warrant #29 in the amount of \$368,997.94 payable on 1/25/24.

Member Ross Denny made a motion to approve Vendor Warrant #30 in the amount of \$125,976.04 payable on 2/1/24.

Second: Member Qiu

Call Vote: 6-0-0

- ii. FY25 Budget

- Since the last time we met, we have not made any changes to the asks for the budget
- Presentation was shared at previous meetings

Member Varghese asked about the Dual Enrollment Program?

Member Ross Denny

- As part of the FY25 budget, one of the things we voted and agreed on was there will be a \$35,000 allocation
- To make the fees comparable
- Fees should be equal for the AP and dual enrollment

Member Varghese

- Had a question about AP Classes - do the majority receive college credit?

Principal Cahill

- Depends on the college
- We ask our students to do a lot of research with their teachers and counselors
- Look at the colleges and what AP courses they accept
- Also depends on your major
- Even with the dual enrollment we ask our students to research the colleges they are applying too
- It is a case-by-case situation

Member Ross Denny

- Is it fair to say that many competitive universities value students taking the most rigorous coursework?

Principal Cahill

- Believe that is part of what they are looking at
- College acceptances have looked differently over the past several years
- Want a diversified course load
- Want well rounded students
- Course load of what the student is capable of
- Encourage students to take courses that they can handle

Member Ross Denny made a motion to approve the FY25 Budget in the amount of 68,055,730.

Second: Dr. Carroll

Vote: 6-0-0

iii. Second Quarter Report

Dr. Pavlicek shared and discussed the Second Quarter Report.

Member Varghese

- Asked that the Circuit Breaker only covers the increase?

Dr. Pavlicek

- There are two Circuit Breaker Programs
 - One kicks in if your costs are above 25% of the previous year
 - Have never done that in the past
 - Reserve Circuit Breaker
 - Anything over 7.5% you receive money back
 - Hoping to have it in by early March

iv. 24-25 Fee Schedule

Member Ross Denny

- Shared the FY25 Fee Schedule

Dr. Pavlicek

- Will likely be one change
 - Community Schools is looking to offer two and three day after school programs
 - Looking at how we best serve families in the community
 - Currently don't have a fee for those kinds of tuition
 - Also need to look at the Camp Cunningham Schedule (most likely to affect next summer)
- We can vote on the fees tonight and I can come back with an amendment for the Community Schools

Member Qiu

- Have you confirmed the Welcome to Middle Camp days?

Dr. Burrows

- Talking with Dr. Fish tomorrow
 - Is it possible to build the transition into the school day
 - Affects the elementary school as well
 - More information to come soon

Member Ross Denny made a motion to approve the FY25 Fee Chart as presented.

Second: Dr. Miranda

Vote: 6-0-0

b. Policy Subcommittee Report - Member Varghese

Member Varghese shared the below:

- **Section A Recommendations Summary**

Motion 1: To reaffirm without changes the following policies: AA, AB, AC, AC-R, ACA, ACAB, ACE, ADDA, ADDA-R.

Motion 2: To delete the following policies: ACAB-R, ACG, ADA, ADB, ADD.

Motion 3: To rename policy ACH as JICFB without any language changes.

Motion 4: To rename policy IHAMD as policy ADF without any language changes.

For further review at next meeting: Policy AD, ADC

Longer version of Motions with Policy titles:

Motion 1: To reaffirm without changes the following policies:

AA School District Legal Status,

AB The People and their School District,

AC Nondiscrimination Policy including Harassment and Retaliation,

AC-R Procedures for Responding to Complaints of Discrimination,

ACA Nondiscrimination on the Basis of Gender,

ACAB Sexual Harassment,

ACE Nondiscrimination on the Basis of Disability,

ADDA Background Checks,

ADDA-R DCJIS Model CORI Policy.

Motion 2: To delete the following policies:

ACAB-R Grievance Procedure for Complaints of Sexual Harassment under Title IX (leave in staff manuals),

ACG Complaint Procedure (leave in staff manuals),

ADA Development of District Objectives,

ADB Drug Use (redundant, addressed in JICH),

ADD Environmental Health on Safety of School Facilities.

To rename policy ACH Bullying Intervention as JICFB without any language changes.

Motion 4: To rename policy IHAMD as policy ADF Wellness Policy without any language changes.

Dr. Miranda

- Asked to speak to the rationale for the deletions?

Dr. Pavlicek

- Two of the are actually procedures rather than policies
 - One in particular involves Title 9 complaint policy which is law, don't need to include in a policy manual
 - Some is just redundant

Dr. Carroll

- When would the vote take place on approving the policies?

Dr. Pavlicek

- Vote can be at the next School Committee meeting

7. **Approval of Minutes**

Dr. Carroll made a motion to approve the Milton School Committee meeting minutes of January 17, 2024.

Second: Member Varghese

Vote: 6-0-0

8. **Next Meeting Agenda Items**

Updated

9. **Adjourn**

Member Ross Denny made a motion to adjourn from the School Committee meeting.

Second: Member Qiu

Vote: 6-0-0

Meeting adjourned at 8:45pm.