

Annual Open Public Budget Hearing and Regular School Committee Meeting Minutes
In Person @ Milton High School Cable Access Studio and Via Zoom
March 6, 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

Open Public Budget Hearing

1. **Call to order @ 6:45pm**
2. **Open Public Budget Hearing - Dr. Pavlicek**
 - a. FY25 Budget - Presentation Slides shared - Available on the MPS website

Dr. Carroll opened up the meeting for the public to speak.

Jay Fundling

39 Sias Lane

- Understand the budget for this year was not as large and not what you had hoped for
- Also not what I have hoped for
- Will have two children in the high school next year that will be affected by the lack of proposed teachers
- Agree with Dr. Pavlicek that this budget problem can not be fixed this year
- Urge you as a committee to put your support around a comprehensive process to prepare for a possible override for next year
- This town has long term needs
 - Schools
 - Public Safety
 - Roads
 - Library
 - Senior Center
 - Consolidated Facilities
 - Etc
- A lot of moving pieces in the town budget

- When and if we ask the town voters to raise their own taxes, that request should come with a comprehensive plan to address all of these needs
- If we have an override 16 months from now, we need to start the budget planning as soon as possible
- This planning task should not fall entirely on the Select Board or the Town Administrator
- There should be a group focused on this and only this
- Have asked the Select Board for a sustainable task force as soon as possible
- Hingham and Arlington are two example of towns that have had something similar to great success in recent years
- Please join me in urging the Select Board to establish a committee at their earliest opportunities so we can see a path to appropriate funding of the schools in the budget process next year

Member Ross Denny

- Want to thank Dr. Pavlicek and Dr. Burrows for taking the time to provide context for our budget
- Revisiting our Pillars of our Strategic Plan
- Took the opportunity to celebrate some of the accomplishments of the investment made this past school year
- Opportunity to share where we still need to grow
- Very fortunate to have several meetings with the Warrant Committee
 - Had the opportunity to share our Needs Based Budget as well as our Level Service Budget
 - They have expressed support for both the need to cover operating cost, as well as the need to invest in a new building
 - Both are equally important
 - Look forward to working with Select Board and the Town Administrator to see what can be done for this school year
- Does take an entire community to recognize our needs and as said, it is a decision that a community makes
- We investment together and accept what can be accomplish with the investments being made
- Appreciate the effort, insight and confidence that all of you have placed in the people we have hired to come up with a plan that we think make sense
- Appreciate Dr. Burrows leadership in terms of taking those pillars, listening to our community members to create what is now the implementation portion of the Strategic Plan
- Look forward to the day where we can fully fund it, so we can achieve the accomplishments that plan has aspires to
- Thank you all, it has been a pleasure serving with you

Member Varghese

- Is there no other opportunity to revisit the Needs Based Budget in terms of getting an override?

Member Ross Denny

- Our goal was to present the Level Service and Need Based Budget
- That is our obligation
- It is in the hands of the Warrant Committee to make a recommendation
- Next meeting with the Warrant Committee is on the 13th where Dr. Pavlicek will be presenting the budget again
 - Committee is welcome to join for support and to answer any questions
 - But our only obligation is to present the budget
- Appreciate those in the audience who shared their feedback

Member Loring

- Appreciate the presentation and the clarity
- Completely hear the point made in public comments
- Agreed with having a more holistic approach to the budget long term makes sense and something we should be doing a better job of
- We know how tight the finances are within the town in terms of revenue streams given the lack of commercial base
- Wrestle with the impact it has the on our kids
 - Not fully funding what our kids needs
 - Not in 16 months, they need it now and will certainly need it next year
- Does not change that the budget is somewhat out of our control
- We need to focus on what we can control
- If there is an ability for the Warrant Committee, Select Board or Town Administrator to look at our town projections, revenue income, budgeting in other areas, that would identify other funds to allow us to address some of these priorities
- How would we prioritize the list of priorities?
- Hopefully the work is heard and possible
- Appreciate the framing around the budget process within our priorities as a district

Member Ross Denny

- In the past if the Select Board does identify resource they have been known to add positions
 - This year we were able to add a bus
- It is matter where we land fiscally- state level and what happens locally

- Still optimistic with the Warrant Committee support and the Select Board we can make the investments necessary to support our schools

Dr. Miranda

- Appreciate the work of both of you, the time and energy you put forth a thoughtful budget that does reflect the priorities of the district
- We are sitting having a very similar conversation we have had last year that points to a bigger issues not only as a school but as a town
- Need a bigger solution and conversation to your point it is a town wide conversation
- Not just us, it needs to happen because we can not continue to short change our students
- Reality is most of us have kids in the schools, see and feel it everyday in terms of what we are not delivering
- Needs to be the center of the conversations, hope we can identify additional dollars
- We definitely have needs and can prioritize
- Thank you for all the work you have done to get us to this point

Member Varghese

- Appreciate all of the work that has been done on the priority report and the budget
- Looking at those positions needed that are listed, as a School Committee member and a mom- have a very hard time saying we can wait on the needs
- The needs become even bigger
- Wanted to share some thoughts
 - All aware of the interrupted learning occurred during the pandemic
 - Three years later we are still trying to address things like learning loss, social and emotional well being for our students (as mentioned earlier in the presentation)
 - Now we are asking these same students to wait another year for essential resources (Adjustment Counselors, Reading Interventionist - that they have needed for several years)
 - Have been needed for the past couple of years
 - Looking at the Elementary Reading Curriculum
 - Partially meeting expectations (has been saying that the past couple of years)
 - Starting to look at the Curriculum again and mentioned in your priority report
 - Spent a lot of time addressing long term space needs
 - Have not focused on short term space needs except divided our school buildings until recently
 - Visited the 4th floor at Cunningham and recently approved but only gain 4,000 square feet
 - Still need to address the needs in other schools

- Kids are still waiting, students who were struggling last year are still working with those tight spaces
- Still need to address short term space solutions for the rest of schools
- The kids should be enough for us to prioritize this
- As a School Committee candidate we said we would advocate for our children and that is what we need to do
- These essential positions that directly benefit our students right now and can not be included in this years budget - I can not pick and choose which one - all positions are important as presented in the budget
- Hope we can prioritize that in the long term plans that we have for an override
- Need to equally prioritize and not forget about right now only to say we will visit it next year in the timeline
- Need to address the immediate and long term needs of the kids because they have been through enough
- Asking my School Committee colleagues to join in advocating for the resources to support our children

Dr. Carroll

- Thanked Member Varghese for her comments
- Agreed why this matters so much and why we have been talking about these needs
- We have been talking about these needs since December when we started to discuss the budget
- Having heard through the conversations, we are on the same page as a School Committee agreeing with Dr. Burrows and Dr. Pavlicek and identifying priority and the needs
- We as the team are on the same page in recognizing these are the needs
- Couldn't agree more with each of you who have spoken
- Funding will be available to address as many of these needs as possible
- We have been clear and consistent
- The reality is that this part of the process to explain what the needs are, the Select Board listens to what the needs are from each department of the town
 - Then determine the process they feel is going to fulfill their responsibilities
- It is tough, we have this perpetual challenge in our town with limited resources
- The conversations does not end here, this is the official night where we present to the public (although has been represented many times)
- We all feel it in our own way, it is our role and what we have been elected to do as a School Committee to advocate for the needs of the schools
- The Needs Based Budget is our request then the Select Board and Warrant Committee make their determination
- Important we maintain a spirit of collaboration across the committee's
- We have to work together and continue to work as a team

Dr. Miranda

- Appreciate the acknowledgement that we are all on the same page and the reminder that we will not get to an answer on our own
- It is a collaborative approach, work with the various bodies involved
- Trust we will find a way forward together and have these hard conversations
- Encouraged we all feel passionately about making sure we are meeting the needs of our schools

Dr. Carroll

- We will continue to be clear why these things matter
- Dr. Pavlicek presentation really accomplishes that
- We are doing our jobs and each of your comments are part of the effort

Member Varghese

- Just wanted to clarify, will we have another opportunity to go to the Select Board/Warrant Committee as a School Committee?

Member Ross Denny

- We can show up as Citizens of the town but not speaking as a School Committee

3. **Adjourn from Open Public Budget Hearing**

Member Loring made a motion to adjourn from the Open Public Budget Hearing.

Second: Member Ross Denny

Vote: 6-0-0

Meeting adjourned at 7:45pm

School Committee Meeting Minutes
In Person @ Milton High School Cable Access Studio and Via Zoom
March 6, 2024

Regular Milton School Committee Meeting - started at 7:45pm.

Dr. Carroll

- Wanted to recognize the tragic loss of one of our Cunningham Students Emily Butt. Emily passed away last week after a courageous battle with Leukemia. Our hearts are with Emily's parents, siblings, family, friends and teachers. Would like to take a moment of silence to honor her memory.

1. **Approve March 6, 2024 Agenda**
Updated
2. **Citizen Speak (Policy BEDH-15 minutes)**
None
3. **Superintendent's Report**
 - a. Personnel Updates

Dr. Burrows

- Professional Development with the entire district (yesterday, March 5th)
- Brought all staff together - sharing and talking about the Priority Report
- Culmination point in planning, listening and talking with people
- Good feeling bringing all the staff together to talk about the Priority Report
- Excited to share more - the report is in draft right now and working with the final edits
- Will be shared with the community next week once finalized
- School Building Committee Information Sessions
 - Tomorrow Cunningham Hall at 9:15am
 - March 11th at 6:30 in the MHS Auditorium

Dr. Burrows introduced Efe Igbo-Osagie Shavers to the School Committee Meeting.

- i. Director of Diversity, Equity, Inclusion & Belonging - Resume shared

Efe Igbo-Osagie Shavers

- Currently working on Doctorate at Boston University - graduating in May
- Focused and researched on Education and Equity
 - Teacher Training and helping all students succeed
- Before going back to school for Doctorate Degree
 - Worked at the Lexington Public School for about 6 years
 - Worked with Teachers district wide - on Diversity, Equity, Inclusion and Belonging
- Excited to join the Milton Public Schools and to work with all of you

The School Committee welcomed Efe Igbo-Osagie Shavers.

- ii. Assistant Superintendent of Finance & Operations - Effective July 1, 2024
- iii. Consolidated Facilities Director - Effective Immediately

Member Ross Denny made a motion to approve the contract for Catherine Blake to the position of Assistant Superintendent of Finance and Operations.

Member Ross Denny made a motion to approve the contract for Thomas McCarthy to the position of Consolidated Facilities Director.

Second: Dr. Miranda

Vote: 6-0-0

- b. Superintendent's Priority Report - Dr. Burrows shared presentation slides
 - Provided an overview
 - Priority Report will be sent out and shared with the Community next week

Presentation Slides:

Survey Questions

1. What is going well? What would you like MPS to continue to do?
2. What would you like to see Milton Schools do differently or begin to do?
3. What advice do you have for Superintendent Burrows?

Themes

- Bring central focus on academics
- Develop coherence across all layers of MPS
- Establish inclusive culture that values the diversity of Milton
- Position students in a leadership role in their schools
- Engage parents and community deeply and authentically

Priority Report Priority Areas

1. School Committee Relations
2. Academic Excellence
3. Climate, Culture, and Wellbeing
4. Operations, Facilities, and Finance

School Committee Relations

- Develop annual cycle of governance learning between Superintendent and School Committee
- Establish School Committee retreats that create space for governance study
- Support the development of School Committee protocols centered on leveraging the unique qualities of the Superintendent and School Committee partnership
- Create clarity for newly-elected School Committee members by adopting an onboarding process that is systems-driven

Academic Excellence

- Create a district-wide assessment system, establish effective use of a common data system, and adopt a shared vision of how data is used to inform instruction, including common practices and protocols. Train staff in the analysis of interpreting data and using it to drive instruction and support for all students.
- Establish data cycles where teams can work collaboratively to review common assessments and other relevant data to address a student learning issue and a corresponding teaching problem of practice. Map these cycles onto existing PD time or common planning time to provide continuity for the collaborative process.
- Develop a cohesive and articulated instructional framework that operationalizes shared beliefs and vision of highly effective teaching and learning. Align curriculum across all schools.
- Establish an MTSS structure that is grounded in tiered intervention, differentiation, and consistent program evaluation to respond to individual and group learning needs. Create systems that are clear, understandable, and efficacious and guide students, staff, and parents to higher collaboration and connectedness.
- Establish opportunities for collaboration within systems that support actionable outcomes. Review systems and structures for collaboration within and across campuses. Build structures that allow multi-disciplinary teams of staff and administration to organize and analyze data and lead academic conversation.
- Evaluate the benefits and drawbacks of a uniform schedule at the elementary level, including the opportunities it would create for collaboration across campuses and the creation of an equitable learning environment.
- Develop professional development to build systems, grow capacity, and achieve objectives of MPS Strategic Plan. Ensure alignment of professional development to action steps outlined in the implementation plan to create meaningful learning for all staff.

Climate, Culture, and Wellbeing

- Build consistent tiered supports for social-emotional wellbeing across the district. This includes an analysis to determine the efficacy of current programming, research of current student need, the collection of data to drive decision making, and identification of clear entry and exit criteria for tier two and three supports.
- Establish partnerships with local and state agencies to leverage health and human resources for students and families.
- Determine what it means to carry equity across all aspects of our organization as a shared responsibility of every member within our learning community.
- Prioritize the ongoing capacity for building systems for data collection, organization, and analysis in the areas of social-emotional wellbeing, feelings of belonging and safety, and wellness. While identifying these areas for data collection, ensure that data is categorized

by subgroups to identify achievement and opportunity gaps for marginalized groups.

- Review the organizational structures that lead and sustain climate and culture to create a system that can develop and sustain the vision we hold for social-emotional wellbeing of our students, staff, and larger community.
- Formalize the Safe and Supportive Schools assessment and identify utilization of outcome data.

Operations, Facilities, and Finance

- Review facilities maintenance structure to identify efficiencies in staffing. Determine efficiency of hiring permanent maintenance personnel rather than contracting services.
- Investigate the addition of a Business Office staff member to provide necessary redundancy in payroll and accounts payable.
- Collaborate with the Town to update and streamline our shared accounting software to improve operability, efficiency, and service to employees.
- Determine systemic organizational structures in order to respond to the Proposition 2 ½ operating override that is required every 3-4 years to sustain adequate school funding.
- Develop and update Human Resources systems to respond to limits in organizational capacity. Hire a human resources director. Revamp the hiring process to make it more equitable. Determine and respond to factors involved in hiring a diverse workforce.
- Redesign communication systems to increase student, staff, and community engagement.

Draft Implementation Planning Timeline

March 5 - March 22- Organizing & Ideation

- Analyze data from March 5 sessions
- Finalize the implementation planning process
- Develop a structured template and process
- Identify Implementation Team to engage in the process

March 25 - May 3 - Design Execution

- Implementation plan will be aligned to the priority areas included in the report
- Launch with a visioning day to gather input
- Develop a draft based on stakeholder input
- Implementation Team provides feedback

May 6 - June 3 - Finalize Draft

- COLT integrates feedback and finalizes the implementation plan
- CLT develops change management plan that outlines the budget, communication plan,

and process from building capacity to implement change at the individual, cultural, and structural levels.

June 3 - Summer - Organizing to Implement

- Raising awareness
- Establishing routines and structures to implement
- Coalition building
- Preparing for implementation

Dr. Carroll

- What will the Community experience with this in the next phase?
- Hoping people will have opportunities to access in different ways

Dr. Burrows

- Vision is to bring together the implementation team
- Team being responsible for setting up forums and design of the stakeholder input
- Happening between March and May - sooner rather than later is better
- Posted on website and copies distributed - will be provided in email communication as well

Members of the School Committee discussed the Priority Report with Dr. Burrows and provided feedback.

4. Chair's Report

a. Evaluation Committee - shared Timeline link and listed below:

Date	Action	Who is responsible
8/23	Finalize Evaluation Subcommittee membership	School Committee
9/20	The Superintendent presents goals and performance indicators for the year to the full School Committee. <ul style="list-style-type: none">● School Committee votes to approve	Superintendent
10/27	Launch meeting to outline evaluation process and timeline	Evaluation Subcommittee
11/1	Evaluation Subcommittee presents evaluation process and timeline to full School Committee	Evaluation Subcommittee

12/20	IF NECESSARY - Superintendent can request a meeting with Evaluation Subcommittee to discuss mid-year evaluation presentation	Superintendent
1/3	Superintendent Mid-year evaluation discussion at full SC meeting. Superintendent presents self-evaluation	Superintendent & School Committee
3/15	Superintendent sends SC the evidence for his evaluation	Superintendent
3/20	At full SC meeting, opportunity for clarifying questions about the evidence that has been shared <ul style="list-style-type: none"> no probing questions, not a discussion of Peter's performance 	Superintendent & School Committee
3/25	All SC members review the evidence and complete their individual ratings using the DESE rubric	School Committee
3/25	Evaluation committee meets to create draft evaluation for Superintendent based upon individual SC rubrics. <ul style="list-style-type: none"> Send out draft to full SC 	Evaluation Subcommittee
3/31	SC members review draft and have opportunity to send their individual feedback to the evaluation subcommittee chair	School Committee
4/1	IF NECESSARY - Evaluation subcommittee meets to revise draft evaluation based on any feedback that has been shared. Evaluation Subcommittee sends out finalized evaluation to full SC	Evaluation Subcommittee
4/2	Discussion and vote to approve Superintendent summative evaluation for the year	School Committee

5. **Committee Reports**

a. Finance Subcommittee Report

i. Approval of Vendor Warrants

Member Ross Denny made a motion to approve Vendor Warrant #34 in the amount of \$739,396.42 payable 2/29/24.

Second: Member Loring

Vote: 6-0-0

b. Policy Subcommittee Report - Member Varghese

- i. **First Reading for Policy AD**, Educational Philosophy and Core Values -
- Shared and updated - 2nd Reading will be at the next meeting
 - ii. **First Reading ADC**, Tobacco-free Schools and Prolonged Vehicle Idling
- Shared and updated - 2nd Reading will be at the next meeting
- c. Capital Improvement Planning Committee - Dr. Carroll
- Met last Thursday to approve the Town's Capital Improvement Budget for FY25
 - Updates on how that pertains to the schools
- 1) What we are using the Free Cash for
- Requested by the School Department
 - Approved to replace the floor scrubbers and cleaning equipment
 - Educational Space Conversion - District Wide - 50,000 for projects
 - Approved for district wide architectural and engineering services for HVAC and space planning
 - School Technology replacement of hardware and chrome books
 - Also included Fire, Parks and Town Technology
 - Total cost was \$955,000
- 2) Capital Borrowing
- Useful life of 15 or more years
 - 2 million dollars - 4th Floor Construction at Cunningham Elementary
 - Space needed for the overcrowding
 - Timeline discussed
 - District Wide replacement of exterior doors and hardware
 - Flooring replacement
 - \$3.9 million for the town
- d. School Building Committee Report - Member Loring
- Had a public PTO session last night
 - Shared updates - where we are with the team
 - Timeline moving forward to now and the fall
 - Exciting to look at the opportunity of the timeline of opening a new school building by the fall of 2027 if we do not hit any road blocks
 - More Information Sessions scheduled for tomorrow at Cunningham Hall at 9:15am then Monday, March 11th at 6:30 at the High School Auditorium
- e. Update from meeting with Student Representatives - Member Qiu

- Met last Friday
- Talked about the school calendar
- Students are looking forward to sending out a survey for feedback regarding holiday's on the calendar - days off and how they should be classified
- What do we want the school calendar to look like?
- Talked about ways to include the student, teacher and community's voice on the calendar
- Looking to create a calendar task force
- 2025 New Teacher contract dates to be discussed and negotiated
- School Budget conversations and encouraged students to talk to families and attend meetings

6. **Next Meeting Agenda Items**

Updated

7. **Adjourn**

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

Second: Member Ross Denny

Vote: 6-0-0

Meeting adjourned at 9:15pm.