

MEDFIELD SCHOOL COMMITTEE
Monday, November 21 2016
(postponed from November 14, 2016)
High School - Library
7:30 PM

PRESENT: Maryanne Sullivan, Chairperson
Anna Mae O'Shea Brooke, Vice Chairperson
Eileen DeSisto, Finance Secretary
Timothy Bonfatti, Recording Secretary
Christopher Morrison, School Committee Member
Chris McGrory - Student Representative
Francine Kelly, Secretary

Jeffrey Marsden, Superintendent

Executive Session: Yes

The regular meeting was called to order at 7:36 p.m. by Ms. Sullivan welcoming everyone, reading over the agenda.

Public Input: NONE

Approval of Minutes:

A motion was made to approve the School Committee minutes for October 24, 2016; first by Anna Mae O'Shea Brooke, second by Mr. Morrison. **The vote was unanimous.**

New Business:

- **Presentation of Energy Reduction Plan (II):** Mr. Fred Bunger thanked the School Committee for having him and proceeded to review the history, criterias, and the objectives of the Energy Reduction Plan saying that there is a steady commitment from the state to become energy committed. Mr. Bunger asked the School Committee to vote to approve the Energy Reduction Plan. There was a short conversation of cost, time frames, and integration of this program into the Medfield Capital Improvements Plan. Superintendent Marsden thanked Mr. Bunger for all of his hard work and made a motion to the School Committee to vote to approve the Energy Reduction Plan; first by Mr. Morrison, second by Ms. O'Shea Brooke. **The vote was unanimous.**
- **Strategic Plan Presentation (I, IV) -** Superintendent Marsden introduced the Medfield 2021 Strategic Plan with Mr. Bonfatti and Ms. O'Shea Brooke. Mr. Bonfatti reviewed the process as to how the Strategic Plan was developed with Dr. Marsden presenting reviewing the contents. After going through the contents of the Medfield 2021 Strategic Plan, each spoke briefly of the 5 important Goals and Strategies of the plan. Superintendent Marsden reviewed Goal #1 - Collaborative Learning which included; an outline on professional development, human resources, curriculum, instructional assessment, and technology. Ms. O'Shea Brooke reviewed Goal #2 - Well being which included; social and emotional support, collaboration, safe and healthy protocols. Ms.

O'Shea Brooke also reviewed Goal #3 - The Whole Child which included; Special Education Vision Mission and Staffing, Recognize all students, Social/Emotional Supports, Instructional Strategies for Ell Students, and Course offerings. Ms. O'Shea talked of the importance of these goals guiding us, along with the entire Strategic Plan for the next five years. Dr. Marsden reviewed Goal # 4 - Community which included; Communication and Educational opportunities. Dr. Marsden noted the importance of this goal saying that it is important to have consistency between schools for student achievement and communication throughout the district for folks to see a clear expectation of what is going on. Mr. Bonfatti reviewed Goal #5 - Facilities and Equipment which included; the 20 year Capital Maintenance Plan, Shared School/Town Maintenance, Technology Infrastructure and the Dale Street School Project. There was a brief discussion and review of the MSBA process and Statement of interest process for proposal of a new Dale Street School. Ms. O'Shea Brooke reviewed how the Medfield 2021 Strategic Plan will be made available to the district through emails to parents and staff along with having it on the Medfield website for any feedback or comments. It was further noted that after feedback and comments have been looked at, a hopeful vote at the next School Committee meeting. Superintendent Marsden pointed out that feedback and comments are welcome and this document is not etched in stone but rather a guideline to support the vision of the future for the Medfield Public Schools. Superintendent Marsden thanked everyone who was involved with this plan noting the long process but feels it has been a great collaborative effort by so many individuals. Mr. Morrison took a moment to thank Mr. Bonfatti and Ms. O'Shea Brooke for all the hours they put into helping with this plan saying that we as a group owe them a debt of gratitude. The audience responded with applause. Ms. Sullivan opened up the conversation for public comment. Ms. Salamone, Learning Specialist at Memorial School, thanked Dr. Marsden and the committee for all their efforts saying she feels the document is a great view of where we are going as a district. Mr. Jack Wolfe, member of the Warrant Committee, complimented the School Committee on all the work that has been done in creating a great school system. He further wanted to suggest to the School Committee that they consider cost containment in spending and consider diversity programs such as a METCO program in the Medfield 2021 Strategic Plan. Ms. Chris Potts asked the School Committee if there are any demographic enrollment projections posted for each year suggesting that she has looked everywhere and wondering where she might see those numbers. Mr. Morrison commented that each year the School Department uses projected enrollment numbers in connection with the budget proposals for the next fiscal year. Ms. Potts suggested that there is information in some state reports that are on line outside the district but wondering if these numbers and reports are published within our district. Superintendent Marsden noted they are not published but emphasized that the projected student enrollment numbers that were done for this year were off by about 50+ more students than the projected number by the NESDEC report. Superintendent Marsden reviewed the timelines of when we submit our current enrollment figures to NESDEC with their projection analysis report being completed and sent to us each year sometime in January. Mr. Morrison and Superintendent Marsden pointed out that these figures are included and in the report that is used for the budget presentation and is also included in the budget books.

- Trip Request to Montreal - High School Chamber String Ensemble (I): Superintendent Marsden introduced Brenna Evans to the School Committee. Ms. Evans presented the proposed trip for Montreal in March of 2017 outlining the performances, number of

students, chaperones, accommodations, and time frames. A motion by Mr. Morrison was made to approve the trip, second by Ms. O'Shea Brooke. **The vote was unanimous.**

Old Business:

- FY18 Update (II): Superintendent Marsden asked to add an FY18 update to the agenda to inform the School Committee on the process of the gathering the information and numbers for the School Committee meeting in December. Superintendent Marsden said he will be meeting with Administrators and Department Heads to review their needs for FY 18. Superintendent Marsden noted that some of the concerns facing future implications to the budget will be potential increase in enrollment, Memorial School's space issues for Pre-K and Kindergarten students, and adding additional staff positions. Superintendent Marsden noted that the budget timelines are on track to have the first presentation made in December to the School Committee and for the Public Hearing Meeting in January. Superintendent Marsden briefly mentioned his meeting with Representative Denise Garlick and their concerns of Ballot Question #4 suggesting that they will be putting together a letter on the implications of this law with respect to marijuana edibles.
- Policy Second Reading - Teaching About Alcohol, Tobacco and Drugs (II) - Superintendent Marsden noted no additional changes have been made since the first reading and asked for a vote to approve the policy. Ms. Sullivan made a motion to approve, second by Ms. DeSisto. **The vote was unanimous.**
- Donations (III) - Superintendent Marsden asked the School Committee for a vote to approve the following donation:
 - A transfer of \$344 from the Wheelock School Student Activity account into the Wheelock School Gift account to go toward the Grade 3 field trip to Plimoth Plantation.Ms. Sullivan made a motion to approve, second by Ms. O'Shea Brooke. **The vote was unanimous.**

Superintendent's Report to the Committee:

- District Recognition (III) - Superintendent Marsden commended the sports teams on all their efforts saying they always make the Medfield community so proud of their accomplishments and sportsmanship.

Future Agenda Items:

Ms. Sullivan reviewed the Future Agenda Items and asked Chris McGrory, Student Representative for any additional input. Chris reviewed the student council workshop that some of the Student Council members attended, talked about some of the fundraisers, and briefed everyone on the upcoming spirit week and Pep Rally at Medfield High School the week of Thanksgiving.

Mr. Morrison made the suggestion that the Ski Club be invited a meeting to update the School Committee on their events of the past year.

Adjournment:

Ms. Sullivan made a motion to adjourn the meeting; first by Ms. DeSisto, second by Ms. O'Shea Brooke. **The vote was unanimous.**

Meeting adjourned: 8:52 p.m.

Next Meeting: December 5, 2016

Minutes approved by the School Committee: December 5, 2016

Respectfully Submitted:
Francine Kelly, Secretary

EXHIBITS AND DOCUMENTS:

- Agenda and Narrative for Monday, November 21, 2016
- Minutes for October 24, 2016
- Presentation/Document of Energy Reduction Plan
- Strategic Plan Document - Medfield 2021
- Letter for trip request to Montreal in 2017
- Policy -Teaching About Alcohol, Tobacco and Drugs
- Donation letter

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