

MEDFIELD SCHOOL COMMITTEE

High School Library - 7:30 p.m.

Monday, May 15, 2017

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

Jeffrey Marsden, Superintendent

Executive Session: Yes, for the purpose of discussing Contract Negotiations with AFL-CIO Council#9, Local #3901; Custodian/Maintenance Group, Cafeteria Group, and Secretarial Group.

The regular meeting was called to order at 7:38 p.m. by Ms. Sullivan.

Public Input: Ms. Chris McCue Potts addressed the School Committee and audience regarding a couple of things that went on at last couple of School Committee meetings. Ms. Potts noted the Governor's bill that was signed last January 1, 2017 strengthening the Massachusetts Public Records Law that was considered one of the weakest in the country. She went on to say that every government record is presumed to be public unless withheld with specifically stated exemption and a citizen has legal right to gain timely access to those government records. Ms. Potts suggested that a citizen's effort to gain factual information should be encouraged, not met with scorn and an attempt at intimidation as was perceived not just by her but by the Secretary of States Office as well as a transparency advocate in the local Public Policy Institute. Ms. Potts wanted to make it clear that she is not intimidated by anyone sharing her public information request with this committee or with anyone else, including broadcasting her name. Ms. Potts encourages any citizen that is looking for public information to exercise their legal rights and request it either from the district or the state depending on the nature of the information which could be anything from the number of bullying incidents reported in a given year, the number of rejected IEP's, amount of money paid in litigation costs, school lease agreements or contracts, collective bargaining agreements, statistics on teacher turnover, and detailed budget information including salary information. No one can effectively advocate for our schools, students, or our teachers without this kind of factual information. Ms. Potts pointed out that her public record request regarding compensation for two Medfield administrators that followed Dr. Marsden from the Wrentham School District was a result of this School Committee not being transparent with budget information and especially compensation which, according to district policy GCBA, is to be reviewed annually and voted on by the School Committee prior to July 1. This is with regard to Principal compensation. Ms. Potts also commented on the public records minutes of executive session, saying it must be reviewed regularly and released to the public as soon as stated purpose for the executive protection of executive session has ceased. Ms. Potts said that in her time here with the school system, she has never seen executive session minutes posted nor has she ever heard the School Committee say they would be reviewing them for release as required by law. Ms. Potts went on to suggest that it is a

citizen's legal right to request this kind of information, and no citizen in Medfield should feel intimidated for the sheer action of exercising those legal rights. She added that the School Attorney Andy Waugh addressed the School Committee regarding the new Public Records Law on January 9th and one of the points he stressed was the need to post publicly commonly requested public record documents on the website effective July 1. She noted that on the meeting notice for January 9, 2017 School Committee meeting, Andy Waugh's presentation was left off of this legal notice that should have been posted in advance of the meeting. Ms. Potts commented that she had a copy of this notice if anyone wanted to take a look at it also stating that she emailed the School Committee Chair about this oversight in January and feels that this should not be a surprise to anyone here tonight. Ms. Potts would just like to encourage all our citizens in the town and elsewhere to use the law to their favor to get the information they may need. Ms. Potts thanked the School Committee.

Approval of Minutes:

Ms. Sullivan asked for a motion to approve the March 13, 2017 minutes; first by Ms. O'Shea Brooke, second by Mr. Morrison. **The vote was unanimous.** Ms. Sullivan asked for a motion to approve the April 3, 2017 minutes; first by Ms. O'Shea Brooke, second by Mr. Morrison. **The vote was unanimous.** Ms. Sullivan asked for a motion to approve the April 24, 2017 minutes; first by Ms. O'Shea Brooke, second by Mr. Bonfatti. **The vote was unanimous.**

New Business:

- **Elementary World Language Study Group Presentation (I) (SP-1)** - Ms. Kim Cave, Director of Curriculum and Ms. Ellen Toubman, World Language Content Specialist gave a powerpoint presentation of the Elementary World Language Study Group results. Ms. Toubman thanked the School Committee for having outlining the goals of the language study group reviewing the meetings that were held during the course of the year. Ms. Toubman talked about the research based recommendations which included integration, curriculum design and communication with parents, community and classroom teachers. Ms. Cave talked about the parent survey and the teacher survey analysis showing comparisons between teachers and parents in their response to same questions asked. Ms. Cave pointed out that 95% of parents and 87% of the teachers believe that world language is important in student curriculum. Ms. Cave further noted that 74% of parents felt language should be increased in frequency while 75% of teachers felt language frequency should stay the same. Ms. Cave briefly discussed what types of information was gathered from the parent and teacher surveys resulting in recommendations that include: adding French to the elementary program, providing extra time in the master schedule, developing a systematic communication system, beginning world language in Kindergarten and creating a cultural curriculum in Kindergarten and Grade 1. There was a brief discussion on additional time needed for extending the World Language program, how we could fit additional time to the daily schedule and budget implications. Ms. Reilly questioned Ms. Cave and Ms. Toubman regarding what accommodations would be implemented to support students with identified learning challenges within the elementary world language curriculum. Ms. Reilly added that she did not believe that there was another area within the Medfield Public School curriculum that would encourage exclusion from a portion of the curriculum as an appropriate accommodation of need. Ms. Reilly stated her concern that whether World Language offerings are expanded or remain the same, the elementary World Language program need explicit and measurable benchmarks, as well as a system of

evaluation of student learning to ensure that we are indeed pursuing the district's stated goal of proficiency in a World Language by graduation. Ms. Toubman emphasized that there is still much more work to be done with Superintendent Marsden commenting that it would be great for students to have the option of taking a World Language noting that scheduling is still the critical piece that will need to be addressed but is all possibly going to be part of the strategic plan with for FY19.

- School Committee Meeting Dates for 2017-2018 (II) (SP 4) - Superintendent Marsden reviewed the meeting dates for the 2017-2018 school year with the first meeting being held on August 21. Ms. Sullivan asked for a vote to approve the 2017-2018 School Committee meeting dates; first by Mr. Morrison, second by Ms. O'Shea Brooke. **The vote was unanimous.**
- School Lunch Prices 2017-2018 (II) (SP3) - Mr. LaFrancesca, Director of Finance and Operations informed the School Committee that in order to meet the requirements ensuring that sufficient funds are provided to the nonprofit school food service account for meals served to students, prices for our school lunches would have to be increased for the 2017-2018 school year. Mr. LaFrancesca briefed the School Committee on the memo that was sent out by the Food and Nutrition Service outlining the requirements needed. Mr. LaFrancesca detailed the proposed lunch price increase giving an outline of current lunch prices from surrounding towns further noting that due to the increasing costs of food and labor it is essential that we raise lunch prices in order to remain a self-funding entity and to meet federal requirements and receive federal assistance. To meet these requirements, Mr. LaFrancesca proposed to the School Committee that lunches be increased \$0.25 at each level and teachers. There was a brief discussion on the federal reimbursement amounts and expansion of the healthy food choices that have now become available to our students. Dawn LaVallee, Director of Food Services and the Food Service Department were commended for all the great changes that have been made. Mr. LaFrancesca noted that Food Services lunch program has increased from 25% to 55% in 3 years with Memorial School increasing 60%. Superintendent Marsden suggested this information will be made available before the end of the school year and on the website so that parents can start planning for next year. Ms. Sullivan made a motion to approve the school lunch price increase; first by Mr. Morrison, second by Ms. O'Shea Brooke. **The vote was unanimous.**

Old Business:

- FY18 Budget Discussion (II) (SP 5) - Superintendent Marsden stated that the Medfield School Department budget of 4.62% was approved at Town Meeting on April 24, 2017. Superintendent Marsden took this time to thank the many involved in the budget process, the community, and town committee members for all their support. Mr. Morrison wanted to personally thank the Warrant Committee for all their support during the budget process.
- Donations (III) (SP 3) - Superintendent Marsden asked for a motion to approve the following donations:
 - \$424.00 to the Wheelock School from the Wheelock PTO for noise cancelling headphones.
 - \$143.40 to the Blake Middle School from the Box Tops for Education Program for the Blake Gift Account.
 - \$96.46 to the Wheelock School from the Wheelock PTO for lapdesks.

Ms. Sullivan made a motion to approve the donations; first by Mr. Morrison, second by Ms. O'Shea Brooke. **The vote was unanimous.**

Superintendent's Report to the Committee:

- Medfield 2021 Status (Goal #1) (IV) (SP1) - Superintendent Marsden focused on Goal #1 of the Medfield 2021 highlighting a few important updates for the School Committee.
 - 1.1.1 -Development of a 3 year Professional Development Plan; noting that K-12 teachers and administration have been meeting monthly developing a 3 year plan to “roll out” district wide in August. There will be a handbook, modeled after the plan used by the high school in which staff can access information on Professional Development on line. Superintendent Marsden excited to get this out in August expressing how nice it is to get the vertical team together to see how different each school is and how different each schools needs are.
 - 2.1.2 - Collaborate with Medfield Teachers Association to establish a Unit B contract for department level evaluators - Superintendent Marsden reviewed what has been Happening to date noting that the intent of a Unit B contract is to remove coordinators and department heads from the Unit A Contract because of their evaluation responsibilities. Superintendent Marsden said these conversations will be ongoing and the School Committee will be updated as the conversations move along.
 - 2.1.4 - Revise current Induction and Mentoring model to reflect current DESE regulations
 - Superintendent Marsden informed the School Committee that a lot of work and progress has been made, spearheaded by Kim Cave, who has done a great job adjusting expectations for mentors and increasing the meeting requirements. Superintendent Marsden reviewed the current stipend for mentoring and noted that there will be a training for mentors in the fall of 2017.
 - 3.1.3 - Integration - Explore an interdisciplinary and project-based approach to curriculum Pre K-12
 - Superintendent Marsden informed the School Committee that this year goal was a positive step forward with the completion of the 24 hour course to develop project based learning units. Superintendent Marsden said the feedback from the teachers have been positive and focus will continue to be Project Based Learning and Development.
 - 3.1.5 - Elementary World Language program - review, plan, pilot and implement
 - with the good review and update this evening from Ms. Cave and Ms. Toubman, we will continue to Review current literature, other programs, and make recommendations for the future. Superintendent Marsden suggested that at the June 5 meeting he will have an update on the rest of the Goals for the School Committee noting the Dashboard that is currently being set up for *Medfield 2021*. Superintendent Marsden said the town is revising their website to include the School Department so that folks can just look at the Medfield District Website and see how the Medfield School District is progressing with regard to the strategic plans.
- Student Services Update (II) (SP 1) - Superintendent Marsden updated the School Committee on the Student Service Department informing them that Gina Dalan will be taking over for Kathy Gaudreau for the remainder of this year as interim Student Services Director and has agreed to stay in this position until the search for a new Student Services Director has been complete. Superintendent Marsden reviewed the restructure and reclassifications of responsibilities for next year which includes:
 - Full Time Team Chair - responsible for Early Intervention and Pre K through Grade 1

- Early Childhood coordinator - Responsible for the Preschool program, Coordinator of Access Program (K-12) and Special Education (Pre K)
- Full Time Team Chair - Responsible for Grades 2 through 6.
- Elementary Special Education Coordinator - Responsible for Special Education Grades K through 5.
- Full Time Team Chair - Responsible for Grades 7 through 12.
- Secondary Special Education Coordinator - Responsible for Special Education Programming Grades 6-12.

Superintendent Marsden said that with these changes in place next year he feels confident that this model, that was also recommended to the District in last years audit, will work well for us and will improve the time teachers can be with students allowing our coordinators to focus on core responsibilities, delivering high quality instruction and services.

- Research and Development - Summer 2017 (IV) (SP 1,4) - Superintendent Marsden reviewed the spreadsheet handed out to the School Committee of the upcoming summer Research and Development projects being done by teachers. Superintendent noted that some are new projects while some are expanded from projects done last year. Superintendent Marsden noted that same as last year, there will be a presentation in the fall to the School Committee of some of the great work that was done over the summer. There was a brief discussion on how the projects get selected, the proposals made by teachers, costs involved, and alignment of courses tied in with the strategic plan.
- District Recognition (III) (SP 3) - Superintendent Marsden thanked all the Juniors, Seniors and staff that attended the prom saying it's so nice to see everyone all dressed up for the event noting that Gillette does a great job not only with the event of the evening but with security in making our kids feel safe. Superintendent Marsden informed the School Committee that Google came to Dale Street School to do some reasearch and testing on the Chromebooks with some of our students. Superintendent Marsden noted that the All Night Grad Party is in its 25th year this year informing the School Committee that on June 3 there will be a ceremony at Medfield High School celebrating all the hard work and great efforts in making this such a successful and safe evening for our seniors on graduation night. Superintendent Marsden noted the US News and World Report ranking Medfield in the top five of high ranking schools in the country. There was a brief discussion on changing the date for DLD to include a keynote speaker and making slight changes in the School Calendar around Easter Sunday.

Chris McGrory took this time review some of the happenings around the school such as Teacher appreciation week. Senior spirit week, and the success of the prom held at Gillette Stadium. Chris also introduced next year's Student Council Class Representative, James Cawley who was welcomed by the School Committee members. Each School Committee member thanked Chris for being a part of the School Committee saying he was a great addition this year and wishing him good luck for next year.

Future Agenda Items:

Ms. Sullivan reviewed the Future Agenda Items and opened up the meeting for comments for the School Committee. Mr. Morrison reminded the School Committee to be mindful of the Warrant Committee elections in hopes that those that may want to run will be advocates for our schools. Ms. Reilly commended the creative artistic expression from our students at the Zullo Gallery. Ms. O'Shea

Brooke commented on the “brilliant” idea of the Wall of Kindness that the seniors displayed in the high school hallway. Ms. Sullivan thanked everyone involved in the All Night Graduation Party.

Adjournment:

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

Meeting adjourned: 9:13 p.m.

Next Meeting: June 5, 2017

Minutes approved by the School Committee: June 5, 2017

Respectfully Submitted:
Francine Kelly, Secretary

EXHIBITS AND DOCUMENTS:

- Agenda and Narrative for Monday, May 15, 2017
- Public Input notes from Chris McCue Potts
- Minutes for March 13, 2017, April 3, 2017 and April 24, 2017
- Elementary World Language powerpoint presentation
- School Committee 17-18 meeting dates
- Food Service lunch increase 17-18 presentation
- Donation documents (3)
- Medfield 2021 - six month update on Goal #1
- Student Services letter to School Committee
- Research and Development - Summer 2017

<https://www.youtube.com/watch?v=moIq9qasYdk&list=PLypOllJHc4M3mkgPYRqVtwMog4c-DMN23>