

MEDFIELD SCHOOL COMMITTEE

High School Library - 7:30 p.m.

Monday, December 17, 2018

PRESENT: Anna Mae O'Shea Brooke -Chairperson
Jessica Reilly - Vice Chairperson, Legislative Liaison
Meghan Glenn - School Committee Representative
Madison Reddy - High School Student Representative
Jeffrey Marsden -Superintendent

Francine Kelly -Secretary

ABSENT: Christopher Morrison - Recording Secretary
Leo Brehm - Finance Secretary

Executive Session – Ms. O'Shea Brooke opened the meeting asking for a roll call to move into Executive Session M.G.L. c.30A, Sec.21A #3 to discuss strategy with respect to collective bargaining with the MTA, if an open meeting may have a detrimental effect on the bargaining position of the public body (Teacher Assistants).

Roll Call vote:

- Anna Mae O'Shea Brooke - yes
- Jessica Reilly - yes
- Meghan Glenn - yes

Ms. O'Shea Brooke suggested the Executive Session should last no more than 30 minutes.

Ms. O'Shea Brooke opened the regular meeting at 7:35 p.m. reading the agenda for the evening.

Public Input: NONE

Approval of Minutes:

Ms. O'Shea Brooke reviewed the conversation with counsel suggesting changes that will be made in Executive Session minutes to add specific reasons for Executive Session and documentation of Executive Session roll call. Ms. O'Shea Brooke also mentioned that regular meeting minutes will be summarized.

- November 5, 2018 - Ms. O'Shea Brooke asked for a motion to approve the minutes. Ms. Reilly made the motion to approve as written, second by Ms. Glenn. **The vote was unanimous.**

New Business:

- Town Wide Master Plan Committee - Superintendent Marsden asked the School Committee for a representative to be on the Town Wide Master Plan Committee. Ms. O'Shea Brooke nominated Jessica Reilly, second by Ms. Glenn. **The vote was unanimous.**
- CPR Revision - Ms. Mary Bruhl reviewed the changes that will need to be made to the following:
 - Policy JJ-E - Co-Curricula and Extracurricular Activities
 - Code of Conduct
 - Bullying Prevention and Intervention Plan
 - Elementary and Middle School Handbook noting there no changes to the High School handbook.

There was a brief discussion on how those changes would be circulated and made available on the website. Ms. O'Shea Brooke asked for a motion to approve. Ms. Reilly first, stating she votes for the motion to be approved as amended for the Code Of Conduct changes, the Bullying Prevention and Intervention changes as well as the handbook changes to the Elementary and Middle School as presented. Second by Ms. Glenn. **The vote was unanimous.**

- Other Items since posting on December 13, 2018 - NONE

Old Business:

- Dale Street Project - Superintendent Marsden reviewed the approval for Phase II for the Dale Street Project and the recent meeting with the MSBA. Superintendent Marsden noted that because this meeting date had been moved up, the Dale Street Project is now three to four months ahead of schedule. Superintendent Marsden noted that the Dale Street Project will be kept on the agenda for each School Committee meeting and postings will be updated on the Dale Street Project tab on our website as the Dale Street Project moves along. Ms. O'Shea Brooke wanted to thank our Representatives Denise Garlick and Shawn Dooley as well as Senator Paul Feeney for writing letters of support regarding the Dale Street project and further thanking Senator Paul Feeney for sending a representative from his office to attend the meeting. Superintendent Marsden also thanked the Representatives for sending their letters of support.

- Future Elementary Enrollment - Superintendent Marsden briefed the School Committee on Kindergarten registration scheduled for January 9th, 10th, and 14th noting that in response to the feedback last year, there will be a morning, afternoon and evening sign up sessions. Superintendent Marsden noted they are still looking into some space issues but feels that by January/early February, this should be worked out, as well as having a better idea of how many children are registered for the full day Kindergarten program. Superintendent Marsden further noted that 2 additional Kindergarten Teachers have been added for the FY20 Budget.
- Agenda Attachments - Ms. O'Shea Brooke reviewed the recommendations of counsel on agenda attachments. Ms. O'Shea Brooke said that per the suggestion of counsel and being advised to look back at historical data on attachment requests, it is concluded that because there have been so few requests, there be no changes in posting of agenda attachments at this time. She noted should there be an increase of requests for agenda attachments in the future, the School Committee would address changing procedures. Mr. Jerry Potts voiced his disappointment to the School Committee for not making any changes in posting agenda attachments with his hope that the School Committee reconsider their decision.
- Donations - Superintendent Marsden asked for a vote to approve the following donations:
 - Wheelock School – \$950.00 from the MCPE Fall Ball Fund-a-Grant donation for Grade 2 Boston Museum of Science presentation on the States of Matter.
 - Wheelock School - \$1,374.00 from the Wheelock PTO to fund Grades 2 & 3 field trip to see the Tanglewood Marionettes performance.
 - Memorial School - \$637.55, \$3,115.93, and \$683.87 from the Memorial PTO to the Memorial Gift Account to support 3 grants to purchase the following items:
 - Bee Bot Hive for the Memorial Library
 - Books to refresh and replenish the first grade book carts
 - Playground equipment/supplies for the preschool playground
 - \$2,000.00 to benefit Medfield SEPAC from the directors of the Louis and Mary Kay Smith Family Foundation.

Ms. O'Shea Brooke asked for a motion to approve the donations. Ms. O'Reilly made the motion to approve the donations as stated by Superintendent Marsden thanking those for their generosity, second by Ms. Glenn. **The vote was unanimous.**

Superintendents Report to the Committee:

- FY20 Initial Budget - Superintendent Marsden presented the Initial FY20 Budget Presentation by powerpoint to the School Committee. Superintendent Marsden's presentation included: the FY20 Budget Process to date, *Medfield 2021* Items with Direct FY20 Budget Implications, FY20 Budget Assumptions, and FY20 Budget Drivers. Superintendent Marsden noted the initial FY20 increase projection to be \$36,771,698.00 which is a 4.85% increase. Superintendent Marsden reviewed what is included in the 4.85% increase, the upcoming meetings with the Warrant Committee and Town Officials, and reviewed his ideas on a public presentation of the FY20 Proposed School Budget that would be released prior to the Public Hearing on January 28th. There was a short conversation around growing costs that are beyond our control and transportation concerns for out of district students.
- Informational Items - NONE

Future Agenda Items:

Ms. O'Shea Brooke reviewed the Future Agenda Items.

Ms. O'Shea Brooke opened the meeting for School Committee comments. Madison Reddy reviewed school happenings, fundraisers, and holiday spirit week events. Ms. Glenn reminded folks that Superintendent Marsden will be attending the PTO meetings. Ms. O'Shea Brooke thanked the Music Department for the great concert. Happy Holidays to everyone.

Adjournment:

Ms. O'Shea Brooke asked for a motion to adjourn; first by Ms. Reilly, second by Ms. Glenn. **The vote was unanimous.** Meeting adjourned 8:18 p.m.

Next Meeting: January 7, 2019

Minutes approved by the School Committee: February 11, 2019

Respectfully Submitted
Francine Kelly, Secretary

EXHIBITS AND DOCUMENTS:

- Agenda and Narrative for Monday, December 17, 2018
- Regular Minutes November 5, 2018
- Policy Review JJ-E
- Mass School Building Authority letter
- Donations (4)
- Superintendent Marsden Powerpoint Presentation - FY20 Initial Budget

<https://www.youtube.com/watch?v=aScX70Bet7I>