




MEDFIELD PUBLIC SCHOOLS

Office of the Superintendent
459 Main Street - 3rd Floor
Medfield, Massachusetts 02052

Jeffrey J. Marsden, Ed.D
Superintendent
jmarsden@email.medfield.net
(508) 359-2302

TO: Medfield School Committee
FROM: Jeffrey J. Marsden 
SUBJECT: Goals Summary for the 2018-2019 school years
DATE: October 22, 2019

The past 2 years continued to be positive for the Medfield Public Schools. *Medfield 2021* serves as our guiding document for improvement as we focus on the overarching goals of *Collaborative Learning, Well-Being, The Whole Child, Community, and Facilities & Equipment*. Although not a formalized goal, it is important to me to have high visibility within the schools and community. I continue to attend as many events as possible (sports, drama, music, and art at all levels) being out many nights to support our students and staff. Admittedly, this has become more difficult now that both of my children are in high school. This along with community events such as Medfield Day, New in Towne, MCPE, MEMO, etc....As promised almost 7 years ago, I continue to immerse myself in all aspects of Medfield.

Professional Practice

- 1. Goal #4 Community Strategy - Communication 1.1 – Increase blog posts to every month continue to use Twitter, Facebook, Blackboard Connect, and Aspen, and Clear.gov. Expand Communication of FY19 and FY20 Budget.***
 - Posted 9 blog posts that have had thousands of views over the past two years
 - Implemented a new website and app from Apptegy with over 1,300 downloads in the first month
 - Implemented Clear.gov as a budget information platform for the community
 - Posted 486 tweets on Twitter highlighting the positive events in our schools and professional articles
 - Posted a complete line item FY19 and FY20 Budgets
 - Used Screencastify to develop a narrated budget presentation to all parents

Student Learning

- 2. Goal #1 Collaborative Learning Strategy 3.1 Curriculum***
 - 3.1.4 – STEAM – Strengthen and expand district offerings in Science, Technology, Engineering, Arts, and Math.***
 - Implemented Foss Science Kits at all elementary levels. This aligns with the new National Science Standards.
 - Provided Professional Development for all elementary teachers
 - FY19 and FY20 budget expanded the Foss implementation

- Supported STEAM-Based Research Development Projects and MCPE Grants
- Expanded the Medfield High School course offerings to include Engineering II, Computer Science, Statistics, and Graphic Design II
- Added state of the art computer lab for Engineering/Video Production at the high school
- Supported the revision of the Elementary Report Card to reflect STEAM
- Created a makerspace/technology integration position at Dale Street

District Improvement

3. ***Goal #2 – Well Being Strategy 1.1 Develop social emotional supports and Strategy 3.1 – establish safe and healthy protocols.***
 - 3.1.5 – ***Identify areas of need with regards to health and wellness of staff***
 - 3.1.2 – ***Review current workload structures (tests, schedules, HW, school schedules)***
 - Established the SEL Task Force that is comprised of parents, students, school committee members, teachers, and administrators. This group met on a regular basis during the 2017-2018 and 2018-2019 school years. The major accomplishments from the group was the creation of a written Homework Policy for the district, a review of school schedules, the identification of areas to improve the wellness of students and staff members, identification of SEL Curriculum, and initiatives related to student screen time. The SEL Task Force will continue in 2019-2020.
 - Collaborated with Medfield Yoga to offer yoga classes for all staff
4. ***Goal #1 Collaborative Learning Strategy 2.1 Human Resources***
 - 2.1.6 ***Reorganize structure of Human Resources/Responsibilities in Central Office.***
 - For many years the Human Resource responsibilities have been fragmented and highly inefficient. The creation of a Human Resource Assistant has centralized and streamlined the process.
 - Implemented online information portal for current and new employees
 - Hired a new Executive Secretary and Accounts Payable staff
5. ***Work collaboratively with the Medfield Police Department and School Committee to Establish a Memorandum of Understanding***
 - After working with the Medfield Police Department to establish a School Resource Office, Chief Meaney and I collaborated to complete the MOU that was presented at the June School Committee Meeting. Although the Police Department has an outstanding relationship, we felt it was time to put our procedures and practices in writing.
6. ***Goal #5 Facilities and Equipment Strategy 4.1***
 - 4.1.1 ***Renovation or relocation of Dale Street School will be determined by a feasibility study.***
 - Successfully submitted the Statement of Interest (S.O.I.) to MSBA
 - MSBA accepted our S.O.I. and invited Medfield into the program
 - Worked with the Town Officials to structure funding for a feasibility study

- Presented feasibility study option at Annual Town Meeting and “Open House”
- Successfully secured funding at the Annual Town Meeting and override vote
- Submitted all “deliverables” on time as required by MSBA
- Worked with the Medfield School Building Committee to post, interview and hire an Owners Project Manager (OPM)
- Worked with an OPM to start the hiring of a designer
- Posted all important documents on our website

7. ***Explore the implementation of Challenge Success at MHS.***

- Worked with the high school and middle school leadership team to complete the application and get Medfield accepted as a Challenge Success site
- Collaborated with MCPE, high school principal, and middle school principal to secure funding for a team to visit Stanford in September 2018
- Attended every Challenge Success meeting (twice a month) since the return from Stanford
- Supported the Challenge Success team to speak at the Superintendents Parent Advisory
- Attended the Spring 2019 Challenge Success conference at Concord Carlisle High School
- Worked with the Challenge Success Parent Group
- Supported the following Challenge Success activities:
 - Challenge Success Team joined the SEL Task Force
 - Student Ambassadors presented the Medfield High School Student Body
 - Infusion of Challenge Success into the “Program of Studies” nights at Medfield High School
 - Jon Kleiman from Challenge Success visited Medfield for staff training and parent training
- Secured funds for all Middle School and High School students to participate in the Challenge Success Surveys. This gave us baseline data.

8. ***Continue to manage the elementary student growth to ensure implementation of early education programs and School Committee class size guidelines***

- Utilized NESDEC and MSBA data sources to work with Memorial Principal to adjust and relocate rooms to support our Preschool and Full Day Kindergarten
- Met with MAP Leadership to explore use of modular classrooms at Memorial
- Met with Director of Facilities and Director of Finance to explore purchase/lease of modular at Memorial
- Continue to monitor new growth with Medfield Town Officials

9. ***Support the new Director of Student Services with Goal #3, Strategy 1.1, 1.2, 2.1.1, and 2.1.2***

- Focus on groups regarding the mission of student services, administrative structure, and areas of need took place with students, parents, and staff
- Survey conducted with staff regarding the opinions of the administrative structure
- Completed timeline should be spring of 2020

Other items that were not formalized goals but accomplished in the past years:

- Member of Medfield Cares About Prevention (MCAP)
- Helped establish the Medfield Coalition for Suicide Prevention – supported booth at Medfield Day
- Brought Interface Mental Health Services to Medfield
- Partnered with Beginning Years to establish a daycare for the children of teachers and staff
- Held monthly meetings with MCPE co-presidents and attended their board meetings
- Successfully negotiated two contracts with MTA
- Continued the work of “Medfield Talks”
- Served the Town on the Fire Chief Search Committee and Police Chief Search Committee
- Hired a new Director of Student Services, Wheelock Principal, Food Service Director, Facility Director, and Director of Instruction and Innovation
- Upgraded security at all schools
- Worked with the Highlander Institute to have Medfield teachers become “Fuse Fellows” in FY19 and FY20
- Led two successful school overrides for FY19 and successful FY20 Budget process
- Wrote two successful MCPE Grants
- Served on the ACCEPT and TEC Board of Directors
- Co-President of the Tri County Superintendents Roundtable
- Appointed the Massachusetts Association of School Superintendents Executive Committee
- MASS representative on the MIAA Statewide Football Committee
- Appointed to Board of Directors of SEEDS, a nonprofit science education company
- Collaborated with Medfield Park and Rec to allow them to expand their summer program and allow Extended School Year students to attend day camp as part of their program
- MHS Recognized as 2018 “School of Recognition” by DESE
- Participated on panel discussions at Williams James College for Interface, DLD for Leadership, and MA Association of Nutrition Directors and MA Association of Foreign Language 2018 Conference
- Scheduled “walkthrough” visits with every principal to visit classrooms and discuss what we observe