

**MEDFIELD SCHOOL COMMITTEE
Lowell Mason Auditorium - Medfield High School
January 30, 2020**

PRESENT: Anna Mae O'Shea Brooke - Chairperson
Jessica Reilly - Vice Chairperson
Timothy Knight - Recording Secretary
Meghan Glenn - Financial Secretary
Leo Brehm - Legislative Secretary

ALSO PRESENT: Jeffrey Marsden - Superintendent of Schools
Michael LaFrancesca - Director of Finance Operations
Andrea Moores - Secretary

Ms. Anna Mae O'Shea Brooke called the meeting to order after the Executive Session and asked for a motion to open the 2020-2021 School Budget Hearing. A motion was made by Ms. Jessica Reilly, seconded by Ms. Meghan Glenn to open the FY21 Budget Hearing. **The vote was unanimous. The FY21 Budget Public Hearing was opened at 7:37 pm.**

BUDGET HEARING - presented by Dr. Jeffrey Marsden

Dr. Marsden welcomed and thanked all members of the School Committee, the Leadership Team and members of the community for their support of the school budget. Dr. Marsden began the presentation by explaining the process, important budget terms and presented the following:

- FY21 Budget Assumptions
- Student Opportunity Act of 2019 (SOA)
- Medfield 2021 Strategic Plan FY21 Budget Implications
- FY21 Budget Drivers
- FY 20 Funding Sources
- FY 21 Budget Summary and Budget Total
 - Student Services, District Services and Policy/Administration
 - Elementary Schools
 - Middle and High School
- Explanation of the 4.02% increase to the FY20 Budget

Dr. Marsden explained that the budget process is fluid until Town Meeting due to mandated costs as well as some costs that the district can not control. Dr. Marsden made mention of the upcoming School Committee meeting dates which are February 13th, February 27th, March 12th and April 9th.

Ms. Anna Mae O'Shea Brooke asked for clarification in regards to the increase in technology integration budget line. Dr. Marsden explained that the increase was due to reclassification of a staff member moving from a classroom teacher position to a technology integration specialist position at Dale Street.

Ms. Anna Mae O'Shea Brooke asked for an explanation for the three new budget lines. Mr. Michael LaFrancesca explained that these budget lines are for the new Special Education Transition Program allocated for contracted services, supplies/materials and tuition.

DRAFT

Ms. Anna Mae O'Shea Brooke asked for clarification on the instructional hardware. Dr. Marsden explained that the district has hardware that is aging out and needs to be replaced. The increase also covers the cost of purchasing Chromebooks at the middle school to continue to support the one to one technology initiative. Currently the district funds thirty percent of the Ipads at the middle school. The district will be moving over to Chromebooks for the students. This will allow the district to allocate those funds to purchase a Chromebook for every incoming sixth grade student.

Ms. Meghan Glenn asked for clarification on the increase of non-personnel expenditures at the Memorial School. Dr. Marsden explained that the increase was for the additional kindergarten classroom at Memorial. He stated that there will be an increase of specialist time for the additional kindergarten class. Ms. Glenn also inquired about the increase \$8,000.00 for the health involvement at the high school. Dr. Marsden explained this increase is for Personnel Step and Lane Changes.

Ms. Meghan Glenn inquired about the hiring of a new Assistant Athletic Director. Dr. Marsden explained that the position was not filled this year. The position was originally a .40 position but it is changing to a .60 position to cover the athletic needs at the middle school as well as additional coverage for Leadership who attend all of the district's athletic events.

Ms. Anna Mae O'Shea Brooke asked if the librarian position at Wheelock is included in the budget. Dr. Marsden confirmed that it was.

Ms. Jessica Reilly inquired about the preschool enrollment and space constraints. Dr. Marsden informed the committee that currently there are four preschool teachers sharing two classrooms. There is a large waiting list and Medfield residents cannot get into the district's preschool. Dr. Marsden stated that the district's vision is to expand preschool so we are able to offer preschool to all Medfield kids. He informed the committee that the district is exploring the use of modulars. At this time the enrollment numbers do not indicate that additional space is needed but if the enrollment numbers for kindergarten increase as predicted the district will be prepared. Ms. Jessica Reilly asked about the funding of potential modulars. Dr. Marsden explained that it would be allocated to the Facilities Revolving Budget Line and the goal is not to impact the Town Budget.

PUBLIC INPUT

Mr. Jerry Potts, 7 Curve Street, asked if the increase in the budget is an increase on last year's budget or actuals. Dr. Marsden confirmed that the increase is on last year's budget. Mr. Potts asked for a clarification on the increase of last year's actuals on line 515. Mr. Michael LaFrancesca stated that the increase is due to DESE's reclassification of personnel which resulted in moving said personnel to a different line item in the budget. Mr. Potts also asked for clarification for the increase in the Student Services Salaries Line. Dr. Marsden explained the increase is due to the Out of District Coordinator who was previously working ten months and now will be working twelve months.

Ms. Martha Festa, 16 Quail Run, asked for clarification on the purchase of technology for the middle school. Dr. Marsden confirmed that the purchase of the Chromebooks would be for the entire grade of incoming sixth grade. Ms. Festa also asked for clarification on the the job responsibilities that would warrant an increase of the Assistant Athletic Director Position. Dr. Marsden explained that the increase will give additional support to the Leadership Team that attends all of the district's athletic events as well as assist the workload associated with the increase of middle school athletic teams and events.

Ms. Christine McCue Potts, 7 Curve Street, asked if the district's legal fees would diminish since the district has contracted with the Massachusetts Association of School Committees (MASC) to assist with policy work. Ms. Potts stated that she is unclear about what the MASC Policy Services are. Ms. Jessica Reilly explained MASC

DRAFT

will assist the School Committee to develop a customized policy manual for the district. Ms. Reilly explained that this is a three year process which starts with MASC receiving and reviewing the district's current policy manual. MASC will give feedback on our current policies and provide the district with sample policies that have been developed based on state and federal legislation. The end result will include MASC hosting the district's policy manual in an online searchable database. Ms. Potts voiced a concern that the past policy revisions increased the district's legal fees. Ms. Reilly explained that even though MASC has many templates and policies the district still needs to decide what policies to adopt and any policies adopted by district would be required to be reviewed by our school attorney. Dr. Marsden reiterated Ms. Reilly's point by stating that there is no connection between increased legal costs and policy revision.

Ms. Anna Mae O'Shea Brooke asked for a motion to accept the Superintendent's FY21 Budget as the School Committee's Budget. A motion was made by Ms. Jessica Reilly, seconded by Ms. Meghan Glenn to accept the Superintendent's FY21 Budget. **The vote was unanimous.**

Ms. Anna Mae O'Shea Brooke asked for a motion to adjourn the FY21 Budget Hearing portion of the meeting. A motion was made by Mr. Leo Brehm, seconded by Ms. Megan Glenn. **The vote was unanimous.**

The FY21 Budget Portion of the Meeting was Adjourned at 8:39 PM

OLD BUSINESS (Out of Agenda Order)

Dale Street Project Update/Grade Configuration Feedback - presented by Dr. Jeffrey Marsden

Dr. Marsden shared the initial feedback from teacher/staff and the parent/community Thoughtexchange surveys on grade configuration as it relates to the Dale Street School Project. Dr. Marsden explained that the software uses a star rating system to enable participants to rank the importance of the responses to each question. Dr. Marsden shared the top ten highest ranked thoughts from the surveys. Dr. Marsden noted that parent/community survey had 401 participants with 349 thoughts and over 10,000 ratings. Dr. Marsden shared the highest ranked thoughts from the staff/teacher and parent/community surveys. Dr. Marsden noted the upcoming meetings coming up in January for the Dale Street Project. The writing of the Education Plan is underway and the project is moving along nicely.

PUBLIC INPUT - None

APPROVAL OF MINUTES

A motion was made by Mr. Timothy Knight, seconded by Ms. Meghan Glenn to approve the Executive Session Minutes from 1/9/2020. **The vote was unanimous.**

A motion was made by Mr. Timothy Knight, seconded by Ms. Meghan Glenn to approve the School Committee Minutes from 1/9/2020. **The vote was unanimous.**

NEW BUSINESS - Dr. Jeffrey Marsden

Jeanne McCormack Scholarship - Dr. Marsden asked the School Committee to approve the release of funds from the Jeanne McCormick Scholarship in the amount of \$3500.00 to Joseph Pagliazzo, a 2019 Medfield High School Graduate.

A motion was made by Ms. Jessica Reilly, seconded by Mr. Leo Brehm to release funds from the Jeanne McCormick Scholarship in the amount of \$3,500.00 to Joseph Pagliazzo. **The vote was unanimous.**

DRAFT

Madeline L. Grant Scholarship - Dr. Marsden asked the School Committee to approve the release of funds from the Madeline Grant Scholarship in the amount of \$3000.00 each to Caroline Shea and Claire McNulty both 2019 Medfield High School Graduates.

A motion was made by Ms. Jessica Reilly, seconded by Mr. Leo Brehm to release funds from the Madeline Grant Scholarship in the amount of \$3000.00 each to Caroline Shea and Claire McNulty. **The vote was unanimous.**

Other Items since Posting on January 28, 2020 - **None**

OLD BUSINESS

2020-2021 Draft School Calendar - Revised Draft - presented by Dr. Jeffrey Marsden

The professional development days have been identified by the Leadership Team and Dr. Marsden and added to the calendar. Dr. Marsden shared the revised draft of the 2020-2021 School Year Calendar and asked the School Committee to approve the 2020-2021 as presented.

A motion was made by Mr. Timothy Knight, seconded by Mr. Leo Brehm to approve the 2020 -2021 School Year Calendar as presented. **The vote was unanimous.**

February 27, 2020 School Committee Meeting - Location Change

Due to the previously scheduled activities at Medfield High School it was decided to move the February 27, 2020 meeting to the Dale Street School.

SUPERINTENDENT'S REPORT TO THE COMMITTEE

Informational Items - **None**

Future Agenda Items:

- MHS National Honor Society Criteria
- Social Studies Frameworks Discussion
- Student Opportunity Act

CLOSING REMARKS

Student Representative Campbell Ayer: Campbell reported that the "Putting for Patients" Fundraiser for the Jimmy Fund. This is the biggest fundraiser of the year for the High School which is also a great event for families with young children. The event will be held in the HS Gymnasium on March 22, 2020.

Mr. Leo Brehm thanked the people who attended the meeting and made note of the low attendance. It was mentioned that the low attendance may be due to Denise Garlick's presentation to the town which was happening at the same time as the School Committee Meeting.

Ms. Megan Glenn attended the second Norfolk County Sheriff's Task Force on Monday, January 13th. This meeting focused on vaping. Ms. Glenn was able to hear what other districts are doing in regards to vaping. She plans to reach out to those districts and gather specific information to bring back to the committee. A tour of the Norfolk County Jail was also a part of the meeting which Ms. Glenn found impactful.

Mr. Timothy Knight did not have anything new to report to the committee at the time but later mentioned that he is really using the Medfield App, especially for the school events to see what is going on in the district. He also mentioned the importance of keeping that section of the website up to date.

DRAFT

Ms. Jessica Reilly made mention of the upcoming visioning meeting for the Town Wide Master Plan to take place on March 26, 2020. Ms. Reilly will be shadowing students on February 3rd and 5th at the Dale Street School. She will be in the Co-Taught 4th Grade Classroom one day and in a 5th Grade Classroom on another. Ms. Reilly informed the committee that Richard DeSorgher will be presenting at the Unitarian Universal Church. Mr. DeSorgher will talk about the deadliest attack ever on Medfield, which occurred February 21, 1676.

Ms. Anna Mae O'Shea Brooke informed the committee that Susan Cowell will present the 2018 MetroWest Adolescent Health Survey Results at the High School on the evening of February 5, 2020. Ms. O'Shea Brooke wanted to add that she is encouraged by the district's creativity in using the district vans to defer in-district transportation costs.

Dr. Jeffrey Marsden reminded the committee that Medfield Talks is hosting another event on February 11, 2020. The Importance of Sleep will be presented by Dr. Judith Owens who is the Director of Sleep Medicine at Boston Children's Hospital.

ADJOURNMENT

A motion was made by Mr. Leo Brehm, seconded by Ms. Meghan Glenn to adjourn the meeting. **The vote was unanimous.**

Adjournment: 9:04 pm

Meeting Minutes Approved by School Committee:

Next Meeting: February 13, 2020

EXHIBITS AND DOCUMENTS

- FY21 Budget Hearing Presentation
- Draft Executive Session Meeting Minutes 1/9/2020
- Draft School Committee Minutes 1/9/2020
- 2020-2021 Draft - Revised School Year Calendar
- School Committee Meeting Video: https://www.youtube.com/watch?v=IMpiLi_6Uac

Respectively Submitted,
Andrea Moores
Secretary