

**MEDFIELD SCHOOL COMMITTEE**  
**Public Hearing FY23 School Budget/Regular Meeting**  
**January 27, 2022**

**PRESENT:** Jessica Reilly - Chair  
Timothy Knight - Recording Secretary  
Meghan Glenn - Financial Secretary  
Anna Mae O'Shea Brooke - Member at Large

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

**ABSENT:** Leo Brehm -Vice-Chair  
Kerry White - Student Representative

The meeting was called to order at 7:10 pm after the Executive Session to discuss issues related to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body. (Medfield Teachers' Association Units A & B, AFL-CIO School Secretaries, Custodians and Cafeteria Workers, and to conduct strategy sessions in preparation for non-union personnel or contract negotiations with non-union personnel -Superintendent)

The chair asked for a Roll Call to open the Public Budget Hearing for the FY 2023 School Budget:

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

Ms. Jessica Reilly explained the format and process for School Budget Public Hearing and Regular Meeting. She reminded the community that the Medfield Town Charter requires the School Committee to submit a budget that has been adopted by vote by January 31st and is not the final budget. Changes can be made to the budget until it is voted on at the Town's Annual Town Meeting in May.

**Public Hearing - FY 2023 School Budget -presented by Dr. Jeffrey Marsden**

Dr. Marsden presented the FY 2023 School Budget to the School Committee and his presentation covered the following information:

- Important Background Information
- Important Budget Terms
  - Chapter 70 Funds
  - Circuit Breaker
  - Collective Bargaining Agreement (CBA)
  - Steps/Lanes/% Increase Pay structure
  - Full Time Equivalent (F.T.E)
  - Level Service Budget
  - Capital Budget
- Medfield Public Schools Mission Statement
- FY23 Budget Process to date
- FY23 Budget Assumptions
  - Federal Entitlement Grants will be level funded

- Chapter 70 Funds will be level funded
- Continuation of tuition based programs
- Circuit Breaker will be funded at 72%
- District improvements a look at where the district has been
- Medfield 2021 Items with direct FY23 Budget Implications
- FY23 Budget Drivers
- FY22 Funding Sources
- Initial FY23 Increase
  - FY22 Approved Budget = \$38,348,229
  - FY23 Initial Budget = \$39,706,948
  - Change in Budget = \$1,358,719 - increase of 3.54%
- FY23 Budget Summary - Student Services, District Services, and Policy/Administration
- FY23 Budget Summary - Elementary Schools
- FY23 Budget Summary - Middle School and High School
- FY23 Budget Increases & Breakdown
  - Maintains current staff and programs
  - Negotiations (21-22) with the following bargaining units:
    - Teacher - MTA Unit A
    - Teacher Assistants - MTA Unit B
    - Administrative Assistants
    - Custodians
    - Food Service
    - Adds 2.2 FTE Positions
    - Increases Supplies by \$52,000
    - Increases Transportation by \$38,000
    - Increases Out of District Tuition by \$49,000
    - Increases Technology & Equipment by \$34,000
- ESSER III - Final Grant
- Recent Revenue to the Town from the School Department
  - Dale Street Feasibility Reimbursement from MSBA \$398,400
  - Medicaid Reimbursement \$106,139
  - FY20 & FY21 Budget Turnbacks \$214,759
- FY23 - FY24 Dale Street School Projected Expenses
- Next steps

Dr. Marsden concluded his presentation and asked the School Committee to vote to approve and accept the FY23 School Budget.

Ms. Jessica Reilly asked the Committee members for their feedback and questions regarding the FY23 School Budget presented by Dr. Marsden.

Ms. Anna Mae O'Shea Brooke asked Dr. Marsden what was not included in the budget that Dr. Marsden wished could have been included. Dr. Marsden stated that the ESSER III Grant has allowed the district to institute programmatic changes that the district has wanted implemented. Ms. Anna Mae O'Shea Brooke asked if the Warrant Committee has given the any indication of what their suggested percentage increase is for the FY23 School Committee Budget

Ms. Jessica Reilly was pleased to see equity and clinical issues being addressed in the budget with the addition of a late bus for students and the Anxiety Program through McLean Hospital

Ms. Meghan Glenn asked for clarification on the capital expenditures and if Dr. Marsden had a sense of the Town's priority for capital projects. Dr. Marsden stated that the Capital Budget process has not yet started but when it does Mr. Michael LaFrancesca will be representing the district. Dr. Marsden does not have an indication at this time if there will be a request to put the capital expenditures into the operating budget. He is hoping that is not the case especially since the increase to the budget is only 3.5%.

Ms. Glenn asked if the start of the transition program for 18-20 years olds has made any impact on the budget. Dr. Marsden explained that it is offsetting some of the costs in special education. Ms. Glenn also stated that she was happy for the implementation of a late bus for students.

Mr. Timothy Knight wanted to know if there were any revenue numbers for students who would like to access preschool and can't due to the space issues. Dr. Marsden stated that he is investigating the potential use of modulars to increase the space to accept more preschool students to increase revenue and meet the needs of our preschool population in the community. Dr. Marsden is a proponent of universal preschool for all but more information is needed to understand the full cost of the actual operation of modulars.

**Ms. Jessica Reilly opened the Public Hearing to input from the public on the FY2023 School Budget presentation given by Dr. Marsden:**

Chris McCue Potts, 7 Curve Street, questioned whether there was a continuing plan for SEL since there will be no current strategic plan in place for September. She also shared her thoughts on the stress teachers have endured over the past two years and wanted to know what was specifically in the budget to address this issue.

Dr. Marsden reiterated that since everything in Medfield 2021 was not accomplished those goals will be brought forward through to next fall. The district does a lot of work in this area to support staff. Dr. Marsden also referred back to the ESSER III slide as part of his presentation which lists many SEL initiatives to be supported by the proposed budget.

Ms. Anna Mae O'Shea also addressed the question raised by Ms. Potts by stating that the SEL Task Force just had a meeting and the SEL is absolutely on the forefront of our conversations. There is also a subcommittee for this topic specifically. SEL is not ignored in the district and there is good understanding of the stressors for not only our students, our staff and teachers as well.

Ms. Jessica Reilly pointed to the Anxiety Program with McLean hospital as a specific item listed in the budget for SEL. She also explained that any time SEL support is added for students it also becomes additional support for staff as well.

Ms. Potts asked if there was anything in the budget to plan for increased resources to address staff shortages and substitute teachers. Dr. Marsden explained that there is money available in the substitute line item but the issue is being able to find substitute teachers. Ms. Reilly stated that the Committee had increased the substitute teacher pay rate prior to the pandemic in an effort to recruit and retain more substitutes but the reality is that there is a shortage of substitute teachers.

Dr. Marsden explained that our district has the benefit of having more nurse support than most districts have. Our nurses provide incredible support to our students and staff as well.

Ms. Chris McCue Potts reported that she had done research on Cleargov.com and asked for clarification on it's data that the district spends over 5000% more than other districts on out-of-district tuition, which seems to be much higher than surrounding districts, and wanted to know why that is.

Ms. Mary Bruhl explained the differences between the out-of-district tuition budget lines, which are private school, collaboratives and public school districts. Students are placed based on their needs and the programs that suit their needs best. She explained that the tuition rates are set by the state and also determined by the level of need.

Dr. Marsden and other members of the Committee stated that they found that percentage surprising, and that they would need to look at Clear.gov before commenting.

**The Chair closed the Public Comment portion of Public Hearing on the FY 2023 School Budget.**

A motion was made by Ms. Anna Mae O'Shea Brooke, seconded by Ms. Meghan Glenn to accept the Superintendent's proposed FY2023 School Budget as the Medfield School Committee School Budget for FY 2023.

A Roll Call Vote was taken to accept the Superintendent's proposed FY2023 School Budget as the Medfield School Committee School Budget for FY 2023.

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

**The motion passed unanimously.**

**The Chair asked for a motion to close the Public Hearing - FY2023 School Budget**

A motion was made by Ms. Meghan Glenn, seconded by Ms. Anna Mae O'Shea Brooke to close the Public Hearing.

A Roll Call Vote was taken to close the Public Hearing - FY2021 School Budget:

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

**The motion passed unanimously.**

The Chair called the Regular Meeting to order at 8:17 pm and asked for a Roll Call:

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

**PUBLIC INPUT (on matters not on the agenda)**

Chris McCue Potts, 7 Curve Street, shared her thoughts pertaining to the order and process the Committee is using to review policies. She wanted to know why four policies (BG School Committee Policy Development, BGA, Policy Development System, BGB Policy Adoption, and BGC Policy Revision and Review) were not reviewed first since one of the policies covers the three steps for the information items distributed with the agenda, discussion items and action items.

**APPROVAL OF MINUTES**

A motion was made by Mr. Timothy Knight, seconded by Ms. Meghan Glenn to approve and retain the 1/13/2022 Executive Session minutes.

**The motion passed unanimously.**

A motion was made by Mr. Timothy Knight, seconded by Ms. Meghan Glenn to approve the 1/13/2022 Regular Meeting minutes and the 1/21/2022 Policy Workshop minutes.

**The motion passed unanimously.**

## **NEW BUSINESS**

### **2022-2023 School Calendar 1<sup>st</sup> Draft – presented by Dr. Jeffrey Marsden**

The first draft of the 2022-2023 District Calendar was presented to the School Committee for their review. Dr. Marsden asked the Committee to note that in May there will be split release days, May 5th for 6-12 and May 14th for K-2 to accommodate the High School Prom and elementary placement. The date set for prom is too early for elementary placement. Dr. Marsden asked the Committee for their feedback on these proposed early release dates.

Ms. Meghan Glenn shared her feedback on the proposed early release days on October 7th and March 14th, her concern was that there were too many early release days clustered together close to a holiday weekend in October. Dr. Marsden will look at those dates more closely and have a discussion with the Leadership Team and the Medfield Teachers' Association and bring a second draft to the next meeting.

### **Ms. Jessica Reilly opened the meeting to public input on the 2022 -2023 School Calendar.**

There was none at this time.

### **School Building Committee Proposed Article/Joint Meeting Board of Selectmen – presented by Ms. Jessica Reilly**

The School Committee engaged in a conversation pertaining to the draft article from Michael Marcucci which is the first draft of the Town's plan to reappoint another School Building Committee.

Ms. Jessica Reilly opened the discussion by stating that at this point in time a bylaw does not exist in writing except in the email sent to the Committee from Selectmen Marcucci in November. Ms. Reilly read the initial by-law idea proposed by Selectman Marcucci and asked the Committee members to share their initial thoughts on the topic.

Ms. Anna Mae O'Shea Brooke stated that she feels it is important to learn from past experiences so that the next round is successful. She states it's important not to fixate on numbers but focus on the stakeholders/voices at the table.

Ms. Meghan Glenn questioned the origin of the by-law and didn't understand why it was being changed. Ms. Glenn also stressed the importance of having an outside source come and survey to collect data on the Town's needs, wants and tolerance for the project.

Ms. Jessica Reilly explained that this was proposed by Selectman Marcucci in order to bring people together and create structure in the event that the Town doesn't work with MSBA on the next project. Having a process will ensure that there are built in procedures to make sure what is being done is right for the community in a way that allows everybody to communicate more effectively.

Ms. Anna Mae O'Shea Brooke stated that she was under the impression that the Selectmen were going to put together a committee which she believes was voted on at the last Board of Selectmen meeting. Ms. Brooke wanted to know if the School Committee would play a dominant role in the committee that was formed. Ms. Brooke stated that she was under the impression that the Town Moderator will be appointing 7 members to this committee.

Ms. Jessica Reilly acknowledged that there seems to be a disconnect between the Selectmen and the School Committee on this topic. It was suggested by Ms. O'Shea to schedule a meeting between the two committees to get clarity on the committee that will be formed. Ms. Reilly stated that it is important for the School Committee and the Board of Selectmen to communicate.

Mr. Timothy Knight expressed his concern with a possible School Building Committee that has 15 members.

Ms. Jessica Reilly will reach out to Kristine Trierweiler to request a workshop for the Board of Selectmen and School Committee to discuss next steps.

**Ms. Jessica Reilly opened the meeting to public input on the School Building Committee Proposed Article/Joint Meeting Board of Selectmen**

Chris McCue Potts, 7 Curve Street, stated her clarification that this bylaw was in response to the Town Meeting last year and it was very confusing that there was no school reference yet the Selectmen were saying that the by law did not apply to the school which led to the question of what does actually apply to the school department. She continued by saying that the effort may actually be a simple amendment of the current guideline.

**Other items since posting on January 25, 2022 - None**

**OLD BUSINESS**

**MASC Policy Project – Section B Policies – 1<sup>st</sup> Reading - presented by Ms. Jessica Reilly**

Ms. Reilly explained the policy review process and announced that the public input form for public feedback on these policies will be available on the School Committee webpage on 1/28/2022. The goal is to bring these policies to the next scheduled meeting for a 2nd reading and vote. The next School Committee Policy Workshop is scheduled for February 11th at 9:30 am. The Committee also scheduled an additional Policy Workshop for February 16th at 8:00 am.

Ms. Jessica Reilly presented the following policies for a 1st Reading:

- BA- School Committee Goals
- BB- School Committee Legal Status
- BBA - School Committee Powers and Duties
- BBAA - School Committee Member Authority
- BBBC - School Committee Member Resignation
- BBBD – School Committee Member Removal from Office
- BBBE - Unexpired Term Fulfillment
- BCA- School Committee Member Ethics
- BDA - School Committee Election of Officers
- BDB - School Committee Officers
- BDE - Subcommittees of the School Committee
- BDF- Advisory Committees to the School Committee
- BDFA- School Site Councils
- BDFA-E/BDFA E1 - School Improvement Plans/Educational Goals
- BDFA-E1/BDFA-E3 - Conduct of School Council Business
- BE - School Committee Meetings
- BEDA - Notification of School Committee Meetings
- BEDD - Rules of Order
- BEDF - Voting Method
- BEDG - Minutes

**Ms. Jessica Reilly opened the meeting to public input on the MASC Policy Project – Section B Policies**

Chris McCure Potts, 7 Curve Street, shared her feedback on the following four policies with the Committee:

- BBA - School Committee Powers and Duties
- BDFA- School Site Councils
- BEDG - Minutes
- BDF, Advisory Committees to the School Committee.

**DESE COVID-19 Testing/Guidance/Mask Mandate – presented by Dr. Jeffrey Marsden**

Dr. Marsden updated the Committee on the latest guidance from DESE. The district has implemented the “At Home Antigen Testing” program from DESE. Teachers will receive tests on Friday, January 28<sup>th</sup> and the students on Friday, February 4<sup>th</sup>. Students and staff who opt in will receive 2 test kits twice a month. The implementation of this at home testing program will now replace the district’s test and stay program and remove the many hours of contact tracing done by our school nurses.

Dr. Marsden also informed the Committee that the new COVID-19 Dashboard has been released and now available on the school website. The new dashboard will allow families to see the data in real time.

Dr. Marsden explained that the DESE Mask Mandate expires on February 28<sup>th</sup> and it will be important for the Committee to start discussions on how the district off-ramps the use of masks in our schools. Dr. Marsden is hoping that DESE and our Board of Health will give the district metrics to guide the decision for removing masks.

Ms. Anna Mae O’Shea Brooke suggested inviting the Board of Health to our next meeting to start the conversations prior to February 28<sup>th</sup>.

**Ms. Jessica Reilly opened the meeting to public input on the DESE COVID-19 Testing/Guidance/Mask Mandate.**

There was none at this time.

**INFORMATIONAL ITEMS**

Dr. Marsden presented the following informational items to the Committee:

- Denise Garlick Annual (Virtual) Report to the Community-Tuesday, February 8<sup>th</sup> at 7:00pm
- Letter from the Commonwealth – Medicaid Town Reimbursement

**FUTURE AGENDA ITEMS(anticipated schedule)**

- Superintendent’s Evaluation (February 10, 2022)
- Student Advisory ( February 10, 2022)
- Health Advisory Update (March 10, 2022)
- DESE Mask Mandate (March 10, 2022)
- Policy Manual Updates (Ongoing)

**Next Meeting** - February 10, 2022 - Regular Meeting  
February 11, 2022 - Policy Workshop - 9:30 am

The School Committee discussed possibly adding an additional School Committee Meeting on March 24<sup>th</sup>.

A motion was made by Ms. Anna Mae O'Shea Brooke, seconded by Ms. Meghan Glenn to adjourn the meeting.

A Roll Call Vote was taken to adjourn the meeting:

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

**The motion passed unanimously.**

The meeting was adjourned at 9:35 pm.

#### **EXHIBITS AND DOCUMENTS**

- 1/27/2022 Meeting Narrative
- Final FY23 Public Hearing SC Budget Presentation
- Fiscal Year 2023 School Initial Budget Request
- DRAFT 1/13/2022 Regular Meeting Minutes
- DRAFT 1/21/2022 Policy Workshop
- 2022-2023 School Calendar 1st Draft 1/27/2022
- Email from Mike Marcucci - Next steps\_School Building\_Possible by-law for ATM
- Section B Policies - 1st Reading 1/27/2022
- Public Input Form on the Section B Policies - 1st Reading
- DESE Memo - New Covid Testing Program Option for K-12 Schools
- Denise Garlick- Annual(Virtual) Report to the Community 2/8/2022
- Medfield QE 9.30.21 Medicaid Payments
- Public Comment Input Form on the FY 2023 School Budget
- School Committee Meeting Video: <https://www.youtube.com/watch?v=OQdrHqHbsCo>

Respectfully submitted,  
Andrea Moores  
Secretary

Minutes Approved by School Committee: February 11, 2022