

**School Building Committee
Communication Subcommittee (SBC~CS)
Meeting Minutes**

April 18th, 2023- 7:00 pm

Medfield Town House, Warrant Committee Room also available via Zoom

PRESENT: Teresa James
 Robert Meany
 Carolyn Casey

ABSENT: William Werner

1) Meeting Opened @ 7:05

2) Approval of meeting minutes for April 10th (on hold, minutes not ready)

3) Discussion of topics/questions for the CS to address with the community through meetings, newsletter, website...

- SBC - what committee is this? Who's who?
 - General roles and responsibilities of process. During the process, what are the roles/responsibilities of the SBC, the Warrant Committee, School Committee, Select Board, others (DPW, Parks / Rec, Police / Fire, etc.)
 - What's the community role in the process?
- MSBA - who are they and why do they matter? Can add links to their website.
- The MSBA Process
- Elementary School Review (3 Part Series)
 - Memorial History Highlights & Existing Conditions
 - Dale Street History Highlights & Existing Conditions
 - Wheelock History Highlights & Existing Conditions
 - Why are we prioritizing Dale?
 - Take a broad look at all 3 Facilities and needs
- Dr. Marsden & School Committee's view on grade reconfiguration: where is this going? Changes would impact facilities. Did the strategic planning process include information about reconfiguring the schools? Changing the reconfiguration of the elementary schools would need vetting with the community

and that could take a long time. Ask the School Committee members on SBC the status of these discussions.

- What does 'future' education look like?
- Enrollment projections: new projection just sent out. This could be an ongoing section of the newsletter.
- Warrant Article - what's the \$250K really for?
- What possible locations were/are being considered for a new school? This is a new SBC so we should know what the previous committee did, but also take a fresh look at possible locations.
- Modularity and portables were mentioned during the last SB project. What are they? How do they impact the education experience? What is the cost?
- What is the tax impact for various projected building costs (such as 50m vs 80m)
 - (In connection w/ Warrant committee) Current debt burden embedded in tax base and expected runoff times. Another ongoing section of the newsletter.
- Comparables for other school building projects
 - Cost / student
 - Cost / sq ft
 - Classroom size
 - Amenities and size of amenities (Cafetorium, gym, art, music)
 - Schedule? Permanent box that keeps everyone informed
- Newsletter box called "Next actions"- gives schedule, updates,...another way to re-advertise,
- Additional thoughts about the process: brevity is important, revisiting topics, recurring sections such as the MSBA process. Should we have a masthead that lets people know it's SBC news? Ask Kristine about how we could have a newsletter as part of our website. Need our website page to be clear, and easy to access information. Something as a headliner that makes a person want to open it up and read the newsletter. All SBC members will be responsible to disseminate information to various groups in the community. Have guest authors on various topics such as future education.

4) Discussion of Warrant Article coming up at Town Meeting.

- What, if anything, does the SBC want to say? SBC Chairs need to be

prepared to share if asked: what are we going to do with current money?
Why more money: may need assistance (a consultant?) We have one town meeting/year so many months ahead. We have information from previous SBC, but will need to update that information, and add new information if site location changes.

5) Discussion of a potential "kick-off" meeting for the community to begin gathering input.

- Would need to plan quickly as July and August are not good months for a kick-off meeting. Maybe plan it as a back to school kick off? Or plan to go to various groups and announce our kick off? Also need to go to various locations in town to give out information for those who aren't part of a group.
- Definitely want to do a Medfield Day booth. (Bob will sign us up with Russ H.).
- Would a short survey given out at various group meetings be a better way to start communicating?

6) Ideas for our next meeting:

- Work on a shared google doc to make a simple mock up of a newsletter during the meeting to share with SBC.
- Work on a shared google doc to make the first survey. A brief one. List possible questions about the previous process. Purpose is to gather information to better understand what happened with the previous process.
- Create a list of groups to visit and begin communicating by giving out the short survey.

7) Public Participation: Chris Potts- been a lot of surveys recently, so need to be sensitive to that. Ask people what they want on the newsletter to emphasize moving forward. Possibly have a glossary of terms on the newsletter?

8) Meeting adjourned @ 8:25