

MEDFIELD SCHOOL COMMITTEE
Regular Meeting
July 24, 2023 - 7:00 pm
Medfield High School Library Media Center

PRESENT: Timothy Knight - Chair
Michelle Kirkby - Vice Chair
Leo Brehm - Recording Secretary
Will Horne - Financial Secretary
Kristin Simonini - Member at Large

ALSO PRESENT: Dr. Jeffrey Marsden - Superintendent of Schools
Michael LaFrancesca - Director of Finance and Operations
Andrea Moores - Secretary (via Zoom)

The Chair opened the meeting at 7:08 pm and took a Roll Call:

- Michelle Kirkby - present
- Kristin Simonini - present
- Will Horne - present
- Timothy Knight - present
- Leo Brehm - present

PUBLIC INPUT

There was no public input at this time.

NEW BUSINESS

Strategic Plan Presentation - Potential Vote - presented by Dr. Jeffrey Marsden

Dr. Marsden thanked the members of the Strategic Plan Steering Committee for and acknowledged their efforts. He expressed his appreciation for their hard work, time, and commitment throughout the process.

The presentation covered the following topics:

- The Process
 - Phase 1- Building a Foundation
 - Phase 2- Building the Plan
 - Phase 3- Implementing the Plan
- Core Values
 - Inclusivity
 - Respect
 - Responsibility
 - Continuous Growth
- Vision Statement
- Mission Statement
- Theory of Action
- The Strategic Plan Structure
 - Priority
 - Strategy
 - Key Actions
 - Evaluation/Indicators
 - Timeline
 - Responsibility

- District Priorities
 - Priority #1: Safety, Belonging, and Well-Being
 - Priority #2: Community Engagement and Communication
 - Priority #3: Curriculum, Instruction, and Assessment
 - Priority #4: Finance, Facilities, and Personnel
- Reporting of Progress

The School Committee had the following feedback and questions for Dr. Marsden at the conclusion of the presentation:

Ms. Simonini asked if the priorities that have been presented before and the strategies within them are to be read in priority order. Dr. Marsden explained that all of the priorities are focus areas of equal importance and all of the priorities will be worked on simultaneously. Ms. Kirkby stressed the importance of academic excellence being specifically represented in some of the strategies because it is of the utmost importance to the community and a focus of the School Committee to drive academic excellence. Dr. Marsden explained that academic excellence is the cornerstone of our work and is being addressed more holistically because continuous growth is not just academics but the development of the whole child.

Mr. Knight acknowledged that some of the feedback shared was about academic excellence not showing up in the plan but shared that the theory of action focuses on safety and belonging for all which is the foundation for academic excellence.

Ms. Simonini asked if the key actions in the plan are new or are existing. Dr. Marsden explained that many of these key actions are done everyday or in a beginning stage that will expand on in this plan.

Ms. Simonini asked for clarification on the Special Education Proposal made by the Medfield Teachers' Association (MTA) because she was unfamiliar with the proposal. Dr. Marsden explained that as part of the last collective bargaining agreement one of the side letter agreements was to establish a Special Education Subcommittee led by some MTA members along with members of the Leadership Team. This Subcommittee met over six months during the 2023-2024 school year and the outcome was a proposal with recommendations for special education. The majority of the recommendations in the proposal were focused on hiring additional staff but by the time the proposal was received the budget for fiscal year 2024 was already set. The recommendations made by this working group will be used as part of the next budget process for fiscal year 2025 and additional special education staff will be included in the next budget.

Ms. Simonini re emphasized the importance of safety, belonging, and well-being of all students and to ensure that as a community we are thinking about all levels of diversity.

Mr. Brehm echoed Ms. Simonini's statement and stated that it is helpful to restate things based on the public feedback received. He stated that the term DEI at times gets used haphazardly but the idea of being inclusive of all is nothing new in regards to education.

Mr. Knight asked how the dashboard will be implemented and maintained. Dr. Marsden shared that the plan is to model the dashboard after one that has been developed and being used by other districts. The maintenance of the dashboard would be done by the central office once the cadence for updates is established.

Dr. Marsden and Ms. Kirkby shared that a yearly communication timeline will be established for School Committee meetings, with a kick-off in September, a mid-year update, and a year-end update as agenda items. Ms. Kirkby explained this will allow the Committee to have more meaningful conversations and efficient use of their time.

Mr. Knight was in support of the dashboard along with the kick-off, mid-year, and year-end update because it is a good way for the Committee to understand the progress being made.

Mr. Horne supported the suggested check-points because it supports yearly goal setting for the team and allows the Committee to monitor the on-going progress of the strategic plan.

Mr. Knight spoke to updating the mission statement on the website and in the schools. Dr. Marsden explained that the website would be updated and posters with the mission statement, vision statement, and core values would be posted in all classrooms by the end of September.

Mr. Brehm asked how the Leadership Team plans to implement this messaging at their buildings. Dr. Marsden explained that this will be a topic of focus at the Leadership Retreat in August.

Mr. Knight opened the meeting to public input on the Strategic Plan Presentation.
There was no public input at this time.

A motion was made by Mr. Brehm, seconded by Ms. Simonini to approve the strategic plan submitted by the Superintendent and the Strategic Plan Steering Committee.

The Chair took a Roll Call vote on the motion:

- Michelle Kirkby - yes
- Kristin Simonini - yes
- Will Horne - yes
- Timothy Knight - yes
- Leo Brehm - yes

The motion passed unanimously.

Ms. Kirkby stated that sitting on the Strategic Plan Steering Committee was a positive experience and the experience gave her a broader more holistic view and what it takes to educate a child.

Dr. Marsden acknowledged and thanked Dr. Pam Gould, and Dr. Scott Borstel from Teaching Learning Alliance.

June 21, 2023 School Committee Workshop Recap - Discussion - presented by Mr. Timothy Knight

Mr. Knight provided a quick overview on the following topics that were discussed at the School Committee Workshop held on June 21, 2023:

- School Safety
 - School Community Communications
- Cell Phones and Social Media
 - Exploration of Grant Opportunities
 - Review Policies/Student Handbook

- School Committee Agendas/Meeting Topics
 - Topics Calendar and Prioritization of Agenda Items
 - Public Budget Hearing and Public Input
 - Clarification on School Committee Vote - The vote after the Public Budget Hearing is to transfer the Budget from the Superintendent to the School Committee.
- Strategic Plan
 - Progress Monitoring
 - Communication Strategies
- School Start Times
 - Superintendent Task Force to be established August/September
- Bus Fees
 - Review of District Fees (Technology, Bus, Sports etc...)

Other items since posting on July 19, 2023

Dr. Marsden informed the Committee that the District was awarded a School Bus Electrification Grant along with eleven other districts in MetroWest. The District was just notified but the grant specifics have not been released yet, and more information on this grant should be released soon.

OLD BUSINESS

School Building Committee (SBC) Update - presented Ms. Kristing Simonini

The SBC has been meeting regularly and the last meeting was held earlier today. Ms. Simonini explained that the SBC created a community wide survey to help establish some guideposts on the top priorities and considerations for the Community. The survey results along with a summary is available for the public to view on the SBC website.

Ms. Simonini clarified for the public that she and Ms. Kirkby are the School Committee representatives on the SBC and are voting members, and that Dr. Marsden is also a member of the SBC but is a non-voting member. She also encouraged the public to participate in the SBC meetings via Zoom or in-person. The SBC will be at Medfield Day and the next meeting is scheduled for August 21, 2023.

Dr. Marsden shared that he was pleased to hear that the SBC voting members are in full support of working with the Massachusetts School Building Authority (MSBA) if the District is accepted into their program.

Mr. Knight wanted to know what the School Committee could do to support the SBC. Ms. Simonini explained the SBC is working to create a well documented project plan to show all the decision points to provide clarity of what information is needed from whom and when. Ms. Simonini explained that School Committee input will be needed for school size and configuration. Ms. Kirkby shared her thoughts about having the SBC consider looking at the District more holistically to address some challenges with the other elementary schools at the same time. Mr. Brehm stated that he was in full support of a feasibility study for the entire district.

INFORMATIONAL ITEMS

School Safety And Security Enhancement Grant - presented by Dr. Jeffrey Marsden

Dr. Marsden informed the Committee that Medfield is one of 42 districts to receive the FY2023 Safer Schools and Communities Initiative, Local Equipment and Technology Supplemental Grant Opportunity.

This grant provides \$43,967.00 in federal funding for safe schools. Dr. Marsden explained that the hope is to use the funds to replace the antiquated alarm system at the high school and additional cameras at the elementary schools to cover all of the building perimeters.

UPCOMING MEETINGS

- Executive Session - July 27, 2023 at 9:30 am
- Regular Meeting - August 28, 2023 - This meeting was originally scheduled for August 24th

A motion was made by Mr. Brehm, seconded by Ms. Kirkby to adjourn the meeting.


The Chair took a Roll Call vote on the motion:

- Michelle Kirkby - yes
- Kristin Simonini - yes
- Will Horne - yes
- Timothy Knight - yes
- Leo Brehm - yes

The motion passed unanimously.

The meeting was adjourned at 8:27 pm.

EXHIBITS AND DOCUMENTS

- MPS Strategic Plan Presentation to the School Committee - 7/24/2023
- MPS Strategic Plan FAQ 7/19/2023
- Medfield Public Schools Strategic Plan Feedback
- Strategic Plan FAQ Feedback
- FY23 Safer Schools and Communities Budget Guidelines
- Medfield Public Award Letter
- Medfield Public Gvs Award Letter
- School Committee Meeting Video:  School Committee (07-24-2023)

Respectfully submitted,
Andrea Moores
Secretary

Minutes Approved by School Committee: August 28, 2023