

**MEDFIELD SCHOOL COMMITTEE**  
**Regular Meeting**  
**March 10, 2022**

**PRESENT:** Jessica Reilly - Chair  
Leo Brehm - Vice Chair (left early)  
Timothy Knight - Recording Secretary (left early)  
Meghan Glenn - Financial Secretary  
Anna Mae O'Shea Brooke - Member at Large

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

The meeting was called to order at 7:08 pm after an 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). To discuss the reputation, character, physical condition or mental health, rather than professional competence, of an individual, or to discuss the discipline or dismissal of, or complaints or charges brought against, a public officer, employee, staff member or individual. The individual to be discussed in such an executive session shall be notified in writing by the public body at least 48 hours prior to the proposed executive session; provided, however, that notification may be waived upon written agreement of the parties (Superintendent, Director of Student Services)

The Chair asked for a Roll Call:

- Leo Brehm - present
- Timothy Knight -present
- Meghan Glenn - present
- Anna Mae O'Shea Brooke - present
- Jessica Reilly -present

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

There was no public input at this time.

**APPROVAL OF MINUTES (tabled to a future meeting)**

Executive Session 2/10/2022, 2/24/2022

Regular Meeting 2/10/2022

**NEW BUSINESS**

**SEPAC update – presented by SEPAC President Kristin Martin**

Kristin Martin was in attendance and read a statement on behalf of SEPAC in response to the statements made by citizen Lauren Liljegren at the February 10, 2022 School Committee meeting and the Committee's lack of response to those statements during the meeting. SEPAC

requested that an action plan be created by the Committee to address their concerns and feedback. SEPAC would like to work with the District to ensure programs are implemented to address acceptance and inclusion of all differences, as it is the District's responsibility to educate the whole child.

The Committee thanked Ms. Martin for her thoughtful comments and each member of the Committee present apologized for their lack of response in the moment to the hurtful comments made at the last meeting. The Committee is in support of more education to promote acceptance and inclusion within the school community.

Dr. Marsden informed the Committee that he and Mary Bruhl have had several meetings since the last meeting and are looking at the curriculum at each grade level to identify what is being done well and what needs improvement in this area.

**Ms. Jessie Reilly opened the meeting to public comment on the SEPAC update.**

There was no public comment at this time.

Mr. Leo Brehm left the meeting after the completion of this agenda item and did not return.

**Tiered Focus Monitoring Presentation - presented by Mary Bruhl**

Mary presented her report on the process and outcomes of the district's recent participation in Tiered Focus Monitoring. Her presentation covered the following topics:

- Civil Rights Standards
- Special Education Standards
- Tier Assignment
- Program Components
- Program Timeline
- Continuous Improvement Monitoring Plan

Ms. Bruhl explained to the Committee that the site visits by DESE were originally scheduled to be approximately five to ten minutes building visits on the morning of the visit; she was told that the visits would be 45 to 60 minutes per building. DESE observed students who were actively engaged and participating and were impressed with all of the faculty they interacted with. The feedback from DESE during the visit was extremely positive.

Dr. Marsden acknowledged the hard work and countless hours it took to complete this project and thanked Ms. Bruhl for her leadership and a job well done.

Mr. Timothy Knight left the meeting during Ms. Bruhl's presentation and did not return to the meeting

**Ms. Jessie Reilly opened the meeting to public comment on the Tiered Focus Monitoring Presentation.**

There was no public comment at this time.

**Medfield Energy Committee (MEC) Presentation on Town of Medfield Climate Action Plan - presented by MEC representative Hilli Passas**

MEC Representative, Hilli Passas, presented a preview of the Town of Medfield Climate Action Plan (TOMCAP) to the Committee. The presentation covered the following topics:

- Climate Goals
- Renewable Energy
- Transportation
- Buildings
- Suggestions for Medfield Public School Involvement

MEC looks forward to working and collaborating with the Medfield Schools to reach their goal for Medfield to be a Net Zero community by 2050.

The Committee thanked Ms. Passas for her presentation and looks forward to working with MEC going forward. Dr. Marsden also thanked Ms. Passas and stated that all of the initiatives shared in the presentation were included in the new elementary school project. MEC was consulted on the new elementary school project. Dr. Marsden stated that working with MEC is important going forward.

**Ms. Jessia Reilly opened the meeting to public comment on the Medfield Energy Committee presentation.**

There was no public comment at this time.

**New School Committee Member(s) orientation and possible MASC workshop – presented by Ms. Jessica Reilly**

The Committee discussed the implementation of a more structured onboarding process for new School Committee members along with providing mentorship so that new members can become involved more quickly.

Ms. Reilly reported that she has approached Ms. O’Shea Broke to act as an informal mentor to the new committee member(s), and would like to partner with MASC to hold an onsite School Committee 101/Roles and Responsibilities public workshop for the Committee after the election. Ms. O’Shea Brooke and Dr. Marsden supported this idea. Ms. Reilly will work with MASC to set up the workshop.

**Ms. Jessia Reilly opened the meeting to public comment on the New School Committee Member(s) orientation and possible MASC workshop**

There was no public comment at this time.

**Jeanne McCormick Memorial Scholarship – presented by Dr. Jeffrey Marsden**

Dr. Marsden asked the Committee to approve the release of funds from the Jeanne McCormick Memorial Scholarship in the amount of \$1165.00 to Medfield High School 2021 graduate Nolan Franks.

A motion was made by Ms. Anna Mae O’Shea Brooke, seconded by Ms. Meghan Glenn to approve the release of funds from the Jeanne McCormick Memorial Scholarship in the amount of \$1165.00 to Medfield High School 2021 graduate Nolan Franks.

**The motion passed unanimously.**

**Other items since posting on March 8, 2022 - None**

**OLD BUSINESS**

**MASC Policy Project –Standardization of language norms for Policy Manual - potential vote presented by Ms. Jessica Reilly**

Ms. Jessica Reilly presented the following list of terms for a consent vote to standardize the language norms throughout the the Medfield Policy Manual:

- Exchange gendered terms to gender neutral (i.e. Their/They & Chair rather than Chairman)
- All references to “school system” or “school department” should be replaced with “school district”
- All references to “Parents” should be “Parent or Guardian”
- Proper Nouns to be capitalized throughout, i.e.: Superintendent, School Committee, Committee, Open Meeting Law, etc.
- Change all references to protected classes to include the following per US Department of Education and DESE policies:
  - race
  - color
  - sex
  - gender identity
  - religion
  - national origin
  - sexual orientation
  - homelessness status
  - physical and intellectual difference
  - pregnancy or pregnancy related disability
- All legal references and cross references should be live links in as much as that is possible.
- All MGL Legal & Cross Policy References should be updated to MASC references. Medfield Town Charter References should remain as appropriate, citing specific chapter & section numbers

A motion was made by Ms. Anna Mae O’Shea Brooke, seconded by Ms. Meghan Glenn for a consent vote to approve the list of language standardization terms as presented by Ms. Jessica Reilly.

**The motion passed unanimously.**

Ms. Jessica Reilly presented the following policies and asked for a motion from the Committee to approve as presented:

- BB- School Committee Legal Status
- BBBA - School Committee Member Authority
- BBBC - School Committee Member Resignation
- BBBD - School Committee Member Removal From Office
- BBBE - Unexpired Term Fulfillment

- BDA - School Committee Election of Officers
- BE - School Committee Meetings
- BEDA - Notification of School Committee Meetings
- BEDD - Rules of Order
- BEDF - Voting Method

A motion was made by Ms. Meghan Glenn and seconded by Ms. Anna Mae O'Shea Brooke to approve the policies as presented.

**The motion passed unanimously.**

**Potential Discussions on the following policies -(not discussed at this meeting)**

- BBA - School Committee Powers and Duties
- BCA- School Committee Member Ethics
- 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

These policies were not discussed at this meeting and it was decided to move them to a future meeting to allow for a more robust discussion.

**Discussion of next steps/hand off from Meghan Glenn - Ms. Jessica Reilly**

The Committee discussed the next steps for the MASC Policy Project going forward since Ms. Meghan Glenn was not running for reelection in the upcoming Town of Medfield elections. Ms. Glenn has handed off all of her work on the MASC Policy Project to Mr. Knight.

**Ms. Jessie Reilly opened the meeting to public comment on the MASC Policy Project**

There was no public comment at this time.

**FY23 Budget Update – presented by Dr. Jeffrey Marsden**

Dr. Marsden informed the Committee that he and Michael LaFrancesca have met with the Warrant Committee twice about the school budgets. The Warrant Committee has asked the School Department to reduce their budget by \$900,000. Dr. Marsden presented a memo to the Committee with a scenario to meet the reduction request made by the Warrant Committee.

The scenario is as follows:

- Move the funding for the .20 Math Aide at the Wheelock School out of the operational budget and into the ESSER III grant (\$5,261).
- Reduce operational funding by \$212,071 for Out of District Tuition (Private Schools). New projections will allow us to use Circuit Breaker carryover to prepay Special Education tuitions as we have done in past fiscal years.

This scenario would reduce our original request for FY23 by \$217,322 for an updated increase of 2.98% for a total budget request of \$39,489, 616. This scenario meets the requested reduction without impacting positions in the budget.

Dr. Marsden also informed the Committee that the roof at the Blake Middle School needs to be replaced and the Town is working on a plan to fund a partial replacement of the roof.

Ms. Anna Mae O'Shea Brooke asked how the FY24 budget would be impacted from the lack of grant funding that the District is receiving in FY23. Dr. Marsden has explained the concerns in regards to the lack of grant funding in FY24 with the Warrant Committee.

Ms. Jessica Reilly stated that she was in support of the scenario presented by Dr. Marsden. She asked the Committee to send their feedback about the budget reduction scenario presented to her and Dr. Marsden. Dr. Marsden explained that a vote would be needed for the final FY23 budget number at the March 24th meeting.

**Ms. Jessica Reilly opened the meeting to public comment on the FY23 Budget**

Hillis Passas shared feedback from the Energy Committee meeting with the Committee regarding electric school buses and grant funding opportunities from Eversource.

Ms. Jessica Reilly asked Ms. Passas to table her comments since the public comment at this time was slated to the FY23 budget agenda item. She encouraged Ms. Passas to send the information via email to the Committee.

**Elementary School Project Workshop with Selectmen; debrief and next steps – presented by Ms. Jessica Reilly**

Ms. Reilly surveyed the Committee for their thoughts on the workshop session held on March 8<sup>th</sup> and the School Committee's next steps.

- Ms. Anna Mae O'Shea Brooke is in favor of continued meetings with the Board of Selectmen on this project based on the lessons learned to develop a new approach to the project. She felt that collaboration is important and is in favor of holding a listening session.
- Ms. Meghan Glenn stated that the meeting was necessary and important to have everyone involved in the same room to have discussions and address some of the misconceptions that occurred during the project.
- Ms. Reilly stated that based on the workshop the two committees were more aligned than she thought and are closer to a decision whether to submit a new SOI for the project. If the SOI was submitted the Town would most likely hear in December and the new School Building Committee would be up and running at that time which would allow them to evaluate whether or not the Town moves ahead with MSBA process if accepted.
- The Committee was in agreement to hold a joint Board of Selectmen/School Committee listening session for the Community focused on future planning and Community preferences. A potential date for the session was proposed for April 7th, which would require the School Committee to reschedule its April 7th School Committee meeting to April 14th.

- Dr. Marsden stated that the SOI is due on April 29th and requires significant work, and so would prefer a decision to be made as soon as possible to allow the Administrative team to complete it .

### **INFORMATIONAL ITEMS**

MA State Seal of Biliteracy Letter - Dr. Marsden referred to the letter that was included in the School Committee meeting materials. The MA State Seal of Biliteracy gives students the opportunity to graduate with

Ms. Jessica Reilly stated that at the last School Committee meeting during the Superintendent evaluation she stated that Dr. Marsden's overall rating for the two-year period was Proficient, even though his performance on 3 of the four standards used in the summary were Exemplary. Ms. Reilly apologized for the calculation error and explained that there is no financial gain or privilege gained by Dr. Marsden from that correction, but Ms. Reilly wanted to acknowledge the mistake and correct it for the record.

### **FUTURE AGENDA ITEMS (anticipated schedule)**

- Health Advisory Update (March 24, 2022)
- DESE COVID -19 Guidance (March 24, 2022)
- Policy Manual Updates (Ongoing)

**Next Meetings** - Policy Workshop March 11, 2022  
Regular Meeting March 24, 2022

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

**The motion passed unanimously.**

The meeting was adjourned at 9:27 pm.

### **EXHIBITS AND DOCUMENTS**

- 3/10/2022 Meeting Narrative
- Tiered Focused Monitoring Presentation to School Committee -3/10/2022
- Jeanne McCormick Scholarship 2021
- Medfield Energy Committee Presentation 3/10/2022
- Memo - Options for FY23 Budget Reductions 3/10/2022
- MA State Seal of Biliteracy Letter
- Section B Policies - 3/10/2022
- School Committee Video: [School Committee \(03-10-2022\)](#)

Respectfully Submitted,  
Andrea Moores  
Secretary

**Minutes Approved by School Committee: March 24,2022**