

**MEDFIELD SCHOOL COMMITTEE**  
**Zoom Remote - Workshop**  
**August 18, 2022**

**PRESENT:** Jessica Reilly - Chair  
Leo Brehm - Vice Chair  
Timothy Knight - Recording Secretary  
Anna Mae O'Shea Brooke - Member at Large  
Michelle Kirkby - Financial Secretary

**ALSO PRESENT:** Dr. Jeffrey Marsden - Superintendent of Schools  
Andrea Moores - Secretary

A Roll Call was taken to begin the Workshop

- Leo Brehm - present
- Timothy Knight - present
- Anna Mae O'Shea Brooke - present
- Michelle Kirkby - present
- Jessica Reilly - present

The Workshop began at 5:03 pm.

**School Committee review and discussion of New Elementary School proposal draft**

The School Committee held a Workshop to review and discuss the draft application for the New Elementary School to be submitted to the Board of Selectmen as required by the town by-law. Ms. Reilly explained that the Workshop is a working meeting for the Committee and no public input would be taken.

The School Committee reviewed each section of the draft of the New Elementary School proposal and the following was discussed during the Workshop:

- Ms. Jessica Reilly explained that the purpose of the proposal is to outline the intent and educational vision the School Committee has for the New Elementary School project.
- Ms. Michelle Kirky had questions pertaining to the language of the document and how binding the document is and stressed the importance of setting the School Building Committee (SBC) up for success. Ms. Kirby also suggested removing the word "campus setting" from the application.
- Ms. Anna Mae O'Shea stated that this draft was a great first pass and suggested the following be incorporated into the document:
  - Language to show the importance of a campus setting
  - Language to state that the School Committee has taken into consideration future building projects in the town and their impact on population in the Town
  - Suggested adding needs vs. wants
  - Suggested to have space and flexibility each a separate bullet point since they are two different things.

- Ms. Jessica Reilly stated the necessity of a campus setting to provide continuity and flexibility across grade levels. She also stated that it is the Committee’s responsibility to deliver the best educational model possible. Ms. Reilly made the suggestion to change the format of the application from a memo format to a letter format signed by the Committee.
- Mr. Timothy Knight stressed the importance of adding a statement to the application that shows the Committee intent to work in partnership with the School Building Committee and the Community to bring a project to the town for a successful vote.

The Committee agreed to the following edits to the draft application:

- Change the format from a memo format to a letter format
- Added School Building Committee to the last sentence of the first paragraph to read “We strongly believe that it is in the best interest of the community and its students for the School Committee and the School Building Committee to examine the grade structure of our elementary schools.”
- Move Bullet #2 to Bullet #1 and add language pertaining to flexibility for grade level configurations and a statement acknowledging the School Committee has taken into consideration potential enrollment fluctuations in the town due future building projects in the town.
- Shift Bullet # 1 to Bullet # 2; Change “campus setting” to “unified setting of at least two elementary schools”; add a statement to acknowledge that within a life cycle of the building and its impact on changes to school age population that would allow the District to consolidate the elementary structure.
- Add a bullet aligning the project with the town's stated long-term energy and sustainability goals
- Added a closing statement to reinforce the commitment of the School Committee to work in partnership with the SBC and Community to bring a project to the Town for a positive vote.

The Committee agreed to allow Ms. Jessica Reilly to make the edits to the application which will be reviewed at the next scheduled meeting on August 22, 2022.

Ms. Anna Mae O’Shea Brooke requested to add the guidelines for recruitment and selection of School Building Committee membership as an agenda item for August 22, 2022. Ms. Reilly stated that the agenda would be amended and reposted.

A motion was made by Ms. Anna Mae O’Shea Brooke, seconded by Ms. Michelle Kirkby to adjourn the Workshop.

A Roll Call Vote was taken to adjourn the Workshop.

- Leo Brehm - present
- Timothy Knight - present
- Anna Mae O’Shea Brooke - present

- Michelle Kirkby - present
- Jessica Reilly - present

**The motion passed unanimously.**

The Workshop was adjourned at 6:22 pm

**EXHIBITS/DOCUMENTS**

- Draft of the New Elementary School Project Application to the Board of Selectmen

**Minutes Approved by School Committee: September 15, 2022**