# Essex Westford School District Budget Work Session

January 28, 2020 at 6:30pm  
Essex High School Library

## MINUTES

**Board Members:** Martha Heath, Kim Gleason, Al Bombardier, Brendan Kinney, Andre Roy, Todd Odit, Diane Clemens, Patrick Murray, Keeley Schell,  
**Liz Subin**  
**Staff:** Beth Cobb (Superintendent), Brian Donahue (COO), Dylan McNamara (Director of Social Emotional Learning and Wellness), Jackie Ramsay-Tolman (Director of Learning & Instructional Impact),  
**Public:** Scott Brown, Sandra Chittenden, Katie Ballard  
**Absent:** Laura Printon (Student Representative)

### Item | Topic
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I | Call to Order  
Martha called the meeting to order at 6:31pm.

II | FY21 Budget Work Session: Instructional Focus  
- Brian shared a [slide presentation](#) on the instructional goals of the FY21 budget. He reviewed the work done to date and the plan leading up to making a decision on a budget to present to voters.  
- There was discussion on the potential impact of the Statewide Healthcare decision on the budget. District leaders are continuing to learn about the details and any budget assumptions will be adjusted accordingly. Brian shared the latest updates on equalized pupil data.  
- Beth spoke about the vision of instructional coaches working with educators to focus on systemic change under the direction of Jackie Tolman. The goal is toward achieving the measurable outcomes the district has set for student learning. The budget calls for expanding these instructional coaches for a targeted impact on learning. Jackie explained the approach and how these positions drive effective first instruction and teacher efficacy, both of which are based on the research for dramatically improving outcomes. Jackie talked about the work to build a PLC culture.  
- Dylan shared the work as a District in the implementation of our Social-Emotional Learning plan and supports needed in the budget.  
- There was discussion of the CLA and preliminary tax rate factors and scenarios. The next meeting will focus on the CTE spending proposal for FY21.

III | Adjourn - The meeting was adjourned at 8:47pm.

**Upcoming Meetings:**  
- **Regular Board Meeting:** February 4, 2020, Essex High School Library, 6:30-9:30pm  
- **Budget Work Session (CTE Focus):** February 11, 2020, Essex High School Library, 6:30-8:30pm

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