



Town of Winchester

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TO: The Select Board

FROM: Stacie Ward, Comptroller

RE: MMA - Suffolk Municipal Finance Management Seminar

DATE: August 14, 2023

I was recently approached by John Petrin, the Senior Fellow & Certificate Liaison from the Moakley Center for Public Management at Suffolk University. He reached out to ask if I would be interested in teaching finance and accounting classes as part of the Massachusetts Municipal Association (MMA)-Suffolk Municipal Finance Management Seminar they hold in the Fall, Winter and Spring. The seminar is geared towards professionals/students who have an interest in learning more about municipal finance, a field where there is a shortage of seasoned candidates.

Each seminar will require my time on 2 Fridays: one Friday morning 3-hour session (9-12) and another Friday afternoon 3-hour session (1-4). These classes are 100% remote and there is little to no prep work (i.e., the class syllabus and slides are already prepared). For the 3 Friday mornings that are during work hours, I would make up the hours or if I was unable to do so, I would take personal time.

Since I report to you, I wish to remain transparent regarding any professional opportunity I am presented with and give you the courtesy to provide your feedback and ask any questions. I am ultimately seeking your approval to participate in the program and look forward to the discussion.

Thank you!