

MINUTES – WAYLAND SCHOOL COMMITTEE

Regular Session – October 22, 2012

A Regular Session of the Wayland School Committee was held on Monday, October 22, 2012, at 7:00 P.M. in the School Committee Room of the Wayland Town Building.

Present were:

Barb Fletcher, Chair
Beth Butler, Vice Chair
Malcolm Astley
Ellen Grieco
Shawn Kinney

Also:

Paul Stein
Superintendent of Schools

Brad J. Crozier
Assistant Superintendent

Marlene M. Dodyk
Director of Student Services

Geoffrey S. MacDonald
Business Administrator

Chair Barb Fletcher convened the Special Session at 7:04 P.M. and announced that WayCAM is airing the meeting live. Barb welcomed the Chinese exchange teachers and students.

1. **Welcome Chinese Exchange Students:**

Paul Stein welcomed the students and teachers from the Beijing Jingsham School Yuanyang Branch Exchange. The teachers are Gao Jing (Jean) and Zhang Qingqing (Amy), and the students are Liu Xinyi (Tina), Wang Xinyu (William), Gu Cong (Kevin), Jiang Xueying (Jennifer), Kan Xinyu (Michelle), and Yuan Yuetong (Shirley). He thanked the school's administration and students' parents for trusting the Wayland Public Schools and host families. He stated that it has been a wonderful experience and is looking forward to sending a delegation to China. Paul introduced Donna Fong, the Chinese liaison/consultant, who has helped in this process.

On behalf of the Chinese exchange entourage, Donna Fong thanked the School Committee and Dr. Stein for the opportunity to be here in Wayland. She introduced the exchange students and teachers, and Jean, and Amy, and Tina and William shared their appreciation and experiences here in Wayland and noted the differences between the schools in China and the United States.

Some of the host parents also commented that it was a privilege to have the Chinese students in their homes. Paul Stein also stated that this exchange program has a powerful ripple effect, not only for the students, but within the host families' homes and in the classroom.

Barb Fletcher also thanked everyone from coming to the meeting and sharing their experiences.

2. **HMFH Amendments #9 and #10:**

Lea Anderson, Chair of the HSBC, reviewed HMFH Amendments #9 and #10 with the School Committee, also approved by the HSBC.

Upon a motion duly made by Shawn Kinney, seconded by Beth Butler, the School Committee voted unanimously (5-0) to approve HMFH Amendments #9 in the amount of \$6,073 for a revised contract value of \$5,643,950 and Amendment #10 in the amount of negative \$100,138 for a revised contract value of \$5,543,812 and to authorize Chair Barb Fletcher to sign the contract on behalf of the Wayland School Committee.

Barb asked the Committee if these amendments could appear on the consent agenda or as a separate agenda item. The Committee and Lea agreed that they could appear on the consent agenda, and if the School Committee had questions prior to the meeting, Lea would attend the meeting.

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3. **Provide Update on Audit of School Accounts and Discussion re: Recent Town Crier Article:**

Shawn Kinney sent the responses he received from four out of five of the audit firms contacted to Barb and she forwarded to the Committee. Shawn stated that one firm declined to perform the audit. He also stated that the Audit Committee will review the proposals received and then make a recommendation to the School Committee.

School Committee members stated their displeasure with the Town Crier article written by Shawn Kinney, related to school accounts. They asked Shawn his reasons for writing the article, as four of the members agreed that it was misleading and inappropriate.

Ellen Grieco drafted a response to Shawn's article and asked the School Committee to review it, as well as check it for facts for the October 29th meeting. Beth Butler will also provide selected minutes of School Committee meetings regarding discussions surrounding the audit of school accounts.

4. **Comments and Written Statements from the Public:**

Tom Sciacca commented that he recently sent to the School Committee the letter he wrote for the Town Crier. He believes that financial operations should be viewed multi-year, not one year at a time. In comparing private vs. public sector, he stated that long-term planning produces efficiencies.

Molly Upton commented that there is an opportunity at this time to lay a foundation for the long term and asked the School Committee to examine the compensation structure and evaluate any potential changes that will put Wayland closer to where it needs to be in the future. She also asked the Committee to examine other effective ways in order to cut costs in the schools.

Margo Melnicove commented that she sent an email to the School Committee relating to salaries. She also commented on Shawn Kinney's Town Crier article and praised him for bringing this information out in the open, and that she interpreted it as making reference to the previous administration and School Committee.

Dianne Bladon responded to Shawn's article claiming that the statements made in the article are incorrect, misleading, and completely untrue. She gave examples of alleged misquotes in the article and stated that it questions the honest integrity of staff and others, all of whose names she mentioned. Dianne urged the School Committee to respond to the article and to take action.

5. **Executive Session:**

Upon a motion duly made by Ellen Grieco, seconded by Beth Butler, the School Committee voted unanimously (5-0) to convene in Executive Session at 7:57 P.M. to discuss strategy with respect to Collective Bargaining with the school unions, as set forth in M.G.L. Chapter 30 (a), Section 21 (a) (3), as such a discussion in open meeting may have a detrimental effect on the bargaining position of the School Committee and an Executive Session is necessary to protect the bargaining position of the School Committee. The Chair announced that the School Committee will reconvene in Open Session following Executive Session to discuss regular matters. A roll call vote was taken as follows:

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Barb Fletcher, Chair	X	
Beth Butler, Vice Chair	X	
Malcolm Astley	X	
Ellen Grieco	X	
Shawn Kinney	X	

Barb Fletcher reconvened in Regular Session at 9:40 P.M.

6. **Agree on FY14 Capital Budget Request:**

John Moynihan and the School Committee reviewed the FY14 Capital Budget Request. Items specifically discussed were the nurse's office and the bathroom project at Happy Hollow. Barb Fletcher stated that she made some changes to the CIP's in terms of the multi-year request for tile and furniture for Claypit Hill and Happy Hollow. She will send them to John. John stated that the nurse's office was part of the TBA Architects' study; however, the bathroom project was not part of the study. He cited the reasons for the bathroom project at Happy Hollow. John also answered questions regarding the middle school roof.

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Upon a motion duly made by Malcolm Astley, seconded by Beth Butler, the School Committee voted unanimously (5-0) to approve and submit the CIP's for the capital requests.

7. **Approval of Propriety Specification:**

John Moynihan stated that 5 years ago changing locks in the buildings began, as there was no standardization of keys for the buildings and, at that time, several keys were used. John also stated that all town buildings are now on the same lock system that cannot be duplicated, with the exception of the Claypit Hill and Happy Hollow interior doors. John is requesting School Committee move to specify that only Schlage Primus can be used in replacing locks and cylinders.

Upon a motion duly made by Shawn Kinney, seconded by Beth Butler, the School Committee voted unanimously, (5-0), to authorize the Facilities Department to specify in its bid only Schlage Primus for all locks and cylinders across the school district.

8. **First Quarterly Financial Report (Q1):**

Geoff MacDonald reviewed the First Quarterly Financial Report (Q1) with the School Committee, specifically the Capital Improvement Plan. John Moynihan reviewed the CIP in the Q1 as well, and referred to the 2009 CIP in terms of the middle school roof.

Geoff stated that the Q1 Report covers actual expenditures through the end of September. He reviewed the report by section, including the revolving accounts, as well as the WSCP and FDK accounts. Also reviewed were the balances for the circuit breaker and the grant accounts.

Geoff also mentioned that there are four gift accounts that have small balances and would like to spend the funds down in each account on items for which the accounts were originally opened and then close them out at the end of the year (Weight Room, Frances Smith Dignitis Award, High School Activity, and Haney Gift Account).

Geoff answered questions from the School Committee in terms of money available in the School Committee FY13 budget.

9. **Technology Capital Request:**

The School Committee reviewed the Technology Capital Request, and Barb stated that the language is similar to last year for the wiring upgrade. The language will read that this is a multi-year process, as Paul Stein stated that is a continuing cycle to keep up the network.

Upon a motion duly made by Malcolm Astley, and seconded by Beth Butler, the School Committee voted unanimously, (5-0), to approve the Technology Capital Request for \$50,000, to upgrade the wiring at Claypit and Happy Hollow, as recommended by Leisha Simon.

10. **Update re: Finance Committee FY14 Operating Budget Guideline:**

Barb Fletcher updated the School Committee regarding the FinCom FY14 Operating Budget Guideline. She stated that since their October 22nd meeting was not adequately posted, the FinCom could not discuss this guideline. Bill Steinberg told Barb that he would have a conversation with the Vice Chair of the FinCom, and it might be possible that the 10% cut list would not have to be as detailed in terms of prioritization, which would not require as much work for the administrators. The FinCom will discuss at their November 5th meeting.

Paul Stein stated that the administrators will spend four weeks to develop the maintenance of effort budget, which would allow them about three weeks to produce the prioritized cut list.

11. **Approval of Establishing WHS Student Activity Category for the Chinese Exchange Program:**

Geoff MacDonald asked the School Committee to establish an activity account for funds to be used specifically for the Chinese Exchange Program.

Upon a motion duly made by Shawn Kinney, seconded by Malcolm Astley, the School Committee voted unanimously (5-0) to approve to establish a WHS Student Activity Category for the Chinese Exchange Program.

12. **Further Discussion re: School Committee Goals:**

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Ellen Grieco suggested that the School Committee consider an educational ten-year long range plan as a goal. Beth will develop a list of goals to allow the School Committee to choose one goal each and will plan for a future discussion.

13. **Consent Agenda:**

- (a) Approval of Accounts Payables & Payroll Warrants
 - Wayland Public Schools Accounts Payable warrant, dated 10/22/2012, in the amount of \$285,779.74
 - Wayland Public Schools Accounts Payable warrant, dated 10/22/2012, in the amount of \$343,572.91 (High School Project)
 - Wayland Public Schools Payroll warrant, dated 10/18/2012, in the amount of \$1,160,873.98
- (b) Approval of Minutes
 - Regular Session of October 9, 2012, as amended
- (c) Acceptance of Gifts
 - 1 donation of \$1,500 to the METCO Program
 - 3 donations of \$1,000 to the METCO Program
 - 4 donations of \$500 to the METCO Program
 - 1 donation of \$250 to the METCO Program

Upon a motion duly made by Ellen Grieco, seconded by Malcolm Astley, the School Committee voted unanimously (5-0) to approve the Consent Agenda, which includes the October 9th minutes, as amended.

14. **Superintendent's Report:**

Paul Stein reminded the School Committee and the public of the Space Utilization Task Force Public Forum, being held at the High School on October 24th. Based on public input, Paul will bring the Task Force's, as well as his own, conclusions to the School Committee at a future meeting.

Paul commented that he participated in the Middle School bike ride to Walden Pond. He stated that this is a well-organized trip, a solid middle school bonding, and a wonderful educational experience.

Paul also informed the School Committee of his department visits at the High School and Middle School, as well as a recent visit with Karyn Saxon at the elementary schools.

Paul asked for guidance in developing an agenda for the Boston meeting to be sent to the parents prior to the meeting on October 29. The School Committee discussed the format and topics for the meeting. Barb will speak to Mabel Reid-Wallace about her preferences, and Paul will speak to the principals.

Paul commented that the meeting with the district leaders and parents gave a good overview of academics and what is happening in the schools.

15. **Follow-up and Future Agenda Items:**

- (a) Approve Draft School Committee Report re: Article 28 restatement of FY11 Expenditures:
Agenda item was tabled. However, Barb will give her comments to Shawn, another draft will be re-distributed at the Boston meeting in preparation for discussion at the November 5th meeting.
- (b) Provide Update from Superintendent Evaluation Subcommittee:
Beth Butler passed out a summary of background for the evaluation to be discussed at a later meeting. Paul commented that he provided to the Committee a quick overview of the goals, not the goals themselves, as he will be working with Central Office admin in order to focus on joint goals.

Beth asked the School Committee to read Parts III and VI of the Massachusetts Model Educator Evaluation System.

- (c) Discuss School Committee's Members' Attendance at MASC Conference:
Barb Fletcher will review the budget in terms of what can be spent on the conference for the members who will attend. Beth and Malcolm are planning to attend.

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16. **Comments from the Public:**

There were no public comments.

17. **Adjournment:**

Upon a motion duly made by Beth Butler, seconded by Malcolm Astley, the School Committee voted unanimously (5-0) to adjourn the Regular Session at 10:46 P.M.

Respectfully submitted,

Paul Stein, Clerk
Wayland School Committee

Observers:

See attached.

Corresponding Documentation:

1. Memo re: HMFH Amendments #9 and 10
2. FY13 Financial Report (Q1)
3. Regular Session Minutes of October 9, 2012
4. Executive Session Minutes of October 9, 2012
5. Handout re: Mass Model Educator Evaluation System and Eval of the Superintendent
6. Memo from Paul Stein re: the New Evaluation Process
7. FY14 Capital and Technology Capital Requests
8. Public Handout re: Suggested Negotiating Priorities
9. Draft of School Committee Response to Town Crier Article