

MINUTES – WAYLAND SCHOOL COMMITTEE  
Regular Session – October 7, 2013

A Regular Session of the Wayland School Committee was held on Monday, October 7, 2013, at 6:30 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  
Donna Bouchard

Also:

Paul Stein  
Superintendent of Schools

Brad Crozier  
Assistant Superintendent

Marlene Dodyk  
Director of Student Services

Geoffrey MacDonald  
Business Administrator

Also:

John Senchyshyn  
Interim Town Manager

Chair Barb Fletcher convened the Regular Session at 6:30 P.M.

1. **Executive Session:**

(a) Discussion re: Negotiating Strategy with WTA:

Upon a motion duly made by Ellen Grieco, seconded by Malcolm Astley, the Committee voted unanimously (5-0) to enter Executive Session at 6:30 p.m., as permitted under M.G.L. Chapter 30A, Section 21(a)(3) to discuss strategy with respect to Collective Bargaining with the WTA and to reconvene in Regular Session, as such a discussion in open meeting may have a detrimental effect on the bargaining position of the School Committee and Executive Session is necessary to protect the bargaining position of the School Committee. 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	
Donna Bouchard	X	

2. **Special Matter #1**

(a) Approval of MOA for July 1, 2013 through August 31, 2014 with WTA:

Upon a motion duly made by Ellen Grieco, seconded by Beth Butler, the School Committee voted to approve the WTA Memorandum of Understanding from July 1, 2013 through June 30, 2014 that has been distributed to the School Committee. 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	
Donna Bouchard	X	
John Senchyshyn	X	

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Ellen Grieco addressed two issues concerning the agreement of the Memorandum of Understanding – the timing of the MOA in terms of the contract structure, as well as the entire negotiating process. She highlighted the terms of the MOA, as they were unanimously approved by the School Committee.

The terms include, 1) no changes to the health care provisions; 2) a \$36,000 payment from the Town to the union for the benefit of the faculty to use at their discretion, such as a healthcare subsidy; 3) a longevity option from which to choose in place of a 10% retirement provision (new teachers as of July 1, 2013 are not eligible for the 10% provision), which includes \$1,000/year after 20 years and \$2,000/year after 25 years; 4) a slight increase in preparation time for all teachers in part to accommodate the new evaluation standards; 5) a restructure of the personal leave provision; 6) a restructure of professional development payments; 7) the creation of a Labor Management Committee; 8) a new salary schedule effective July 1, 2013, primarily to smooth out two of the step increases in the prior salary schedule, and 9) a 0.5% COLA increase. The salary schedule will retain our competitiveness with peer communities.

Ellen stated that the three year MOA is still under discussion and covered under the Executive Session. She also gave the timeline for the three-year agreement and commented that a Q & A will be drafted to address questions from the public. Ellen asked the community to send questions that they would like included in the Q & A. Ellen gave the substantive highlights of the MOA and announced that it will be posted online in the near future.

### 3. **Fall Public Forum**

#### (a) Superintendent's District Goals Presentation:

Paul Stein presented the FY14 district goals, stating that they will provide focus for the faculty and continuity from year to year. He commented that they are multi-year goals, but change yearly in terms of emphasis. Paul reviewed the progress points thus far of each goal.

**Health – Goal 1:** This school year, the emphasis is on healthy relationships. The progress points of this goal are Open Circle, Michele Garcia Winner's Social Thinking, Middle School partnership with Voices against Violence during Wellness Week, RAD, REACH Program, redesign of the 9<sup>th</sup> and 10<sup>th</sup> grades wellness curriculum, increased PE time for sophomores, and enhanced guidelines for concussion tracking and treatment.

**Evaluation – Goal 2:** The emphasis this year will be in the area of implementing the new state mandated Educator Evaluation Framework and District Determined Measures, which ties teacher performance with student performance. The progress points are the training of the entire faculty on the key aspects of the new system, a Pilot Program conducted by 7 administrators and 26 volunteer teachers, and strong collaborative work between the WTA and the administration.

**Achievement Gap – Goal 3:** The emphasis this year will be data analyses and culturally relevant curriculum. The progress points related to this goal are a new data-driven computerized tool to track student growth over time, faculty workshops and a book group, parent meetings in Boston, METCO Men's Mentoring Group, and to employ RTI to address achievement gaps.

**RTI (Response to Intervention) – Goal 4:** The school year emphasis this year will be individually based on need by schools, which may include common assessments, RTI blocks, differentiation of instruction, data driven instruction, Common Core alignment, coaching and intervention strategies. This goal's progress points include the training of 150 staff members in RTI, an increase in the use of common assessments, Professional Learning Communities, the introduction of RTI blocks in the middle and elementary schools, the use of intervention programs, and the introduction of ELA and Math RTI blocks in all levels of the middle and elementary schools.

**Technology – Goal 5:** This goal's emphases are in the areas of personalized learning, on-line tools for learning, digital citizenship, and the enhancement of the 1:1 initiative.

Paul also discussed the ongoing, Central Office driven goals, which include (1) the continuation of the work of the Elementary Building Use Task Force addressing grade configuration of the elementary schools, and the improvement of the fiscal operations within the schools, and (2) the improvement of the fiscal operations within

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the schools, with respect to efficiency, transparency and accountability.

(b) Extended Public Comment Period:

As a member of the Technology Task Force, Tom Sciacca commented that the 1:1 laptop initiative was discussed at the TTF's first meeting regarding the teachers' use of the initiative. He recommended that it might be useful if there were specific motivations, such as monetary incentives for teachers that would encourage them to make use of the new technology tools related to some of the end goals, i.e. personalized learning.

Eric Bucher asked the School Committee to consider keeping the assistant coach for the cross country team and to look elsewhere if cuts need to be made. He commented that this team consists of about 40 kids and the coaching staff would be cut by fifty percent. Eric compared the coaching staff to other sports teams in Wayland as well as in other school systems.

Betsy Brigham commented on the lack of computer classes at the high school, as there is a huge interest in technology, specifically computer programming. Betsy referred to three classes that were all over-enrolled. She asked the School Committee to consider her request to offer more depth and a variety of computer science classes to accommodate all interested students. She suggested the Committee contact WHS teacher Mr. Hopps for more information.

Nick Haddad asked the School Committee to comment on the future plans of full day kindergarten. Paul Stein responded that there is a need to have the discussion to go to full day, but it would depend on whether the town would be willing to fund the full day program. Malcolm responded that major initiatives are sometimes held up as a result of the state taxing system. Donna commented that currently the state mandates a half-day program, but if that were to change to full day, the state should help towns supplement the program. Barb added that in many communities, parents do fund a full-day program, and in a few towns, the program is funded by taxpayers.

Yara DePine asked if the achievement gap computer testing is for all children. Paul responded that it is not new testing, but it places all children into the database. He added that the power of the tool provides data longitudinally, which ultimately helps measure the achievement gap.

A parent asked about the Elementary Building Task Force's work and asked Paul to address the issue of overcrowding at the schools. Paul responded that the common spaces and specialist office spaces are the areas that would experience tightness, for instance going from 20 to 18 classrooms would increase future flexibility.

KeitusheinThompson asked about the protocol of the comment periods.

As a member of the Wayland Voters' Network, Tom Sciacca commented on the teacher contracts over the last six years stating that the teachers received about 11% compared to the national inflation rate of 13%. He also commented that the teachers' salaries have gone up, with about a 2% loss to inflation, while the national median salary has lost about 8% to inflation. He asked the School Committee if they are aware of these statistics and what their reaction is to it. Ellen Grieco commented that it is always a balancing act to stay competitive with the peer towns and to ensure that the quality of education in Wayland remains stable. Since Tom was not present for the beginning of the meeting, Ellen brought him up to date regarding the elective longevity provision and the new salary schedule, and 0.5% COLA. Barb replied that the one-year MOA was approved and the MOU will be posted online.

Heather Pineault commented that although she is uncertain of the outcome of the Powers & Sullivan Report, she wanted to make two points. She commented that despite the amount of time Mr. Powers spent in reviewing all of the school accounts, he stated that it is time to move on, as new systems and procedures are in place. She asked the School Committee to move forward so that the Superintendent can focus on education and the budget. Heather also commented that she has worked with Mabel Reid-Wallace for the past 13 years as a member of the METCO Steering Committee, and she confirmed that Mabel has given her heart, soul, hours, and her own money to create one of the strongest METCO programs in the greater Boston area.

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Rayetta Perkins-Jones is concerned about the conversations regarding METCO as they pertain to the Powers Report. She asked the School Committee to comment on the report. Barb informed the audience that the report is posted on the school website and invited the audience to view Jim Powers' presentation on WayCAM. Barb explained what Jim Powers was charged with and the two actions items that were generated as a result of the report. Ms. Perkins-Jones praised Wayland for its outstanding METCO program. She also commented that despite the fact that things weren't handled correctly, she believes that there was no intentional wrongdoing on the Director's part. She asked the Committee to rectify the issues and move forward.

Keitushein Thompson read a statement on behalf of the Boston resident METCO parents in support of the METCO Director. The statement referred to the report as well as the media reporting, which they consider to be inflammatory and inequitable. She gave the Committee the statement and the acquired signatures that represented current METCO parents who couldn't attend this meeting, past METCO parents, and graduates, all of whom stand by the Director as going above and beyond her role to support them at all times.

Jeff Brewington spoke as a METCO alumni and a father in the program. He commented that what Mabel has done and continues to do for the program cannot be compared with other METCO programs. Mr. Brewington also commented that she cares for the children as if they were her own.

Shondel Davis asked if letters could be forwarded to the School Committee. She commented that when her husband passed away, Mabel Reid-Wallace stepped in as a mother to her children and has been a part of her family.

A first-year METCO parent commented that she chose the Wayland METCO program over many others, such as Weston, Concord, and Wellesley because of Mabel Reid-Wallace. She stated that Mabel loves all the children and is very supportive of all the families. She also praised Paul Stein for attending the METCO functions. She asked the Committee to trust Mabel to do her job.

4. **Special Matter #2**

(a) Continued Discussion re: Middle School Roof Solar Project:

Anne Harris, Tom Sciacca, and Mike Staiti updated the School Committee on the Middle School Roof Solar Project. Anne commented that the Permanent Municipal Building Committee (PMBC) has expressed an interest in becoming involved with the contractual issues. She also provided a statement regarding the PMBC's approval. The Energy Advisory Committee would like to move forward with the Letter of Intent (LOI) with Broadway, the solar contractor, once an analysis is completed on the structure and the environmental and utility issues, and is seeking the support of the School Committee. A draft of the LOI was provided to the Committee.

The School Committee discussed obtaining the approval of the MSBA, since they funded some of the new roof repairs to the Middle School. Barb suggested that John Moynihan approach the MSBA regarding their vested interest. The Committee agreed to postpone a vote authorizing Paul Stein to sign the LOI until October 21. School Committee members will forward their questions, if any, to Anne Harris directly.

5. **Educational Matters**

(a) Hear Superintendent's Report

• Receive Enrollment Report:

Paul provided an enrollment update as of October 1<sup>st</sup>. He noted that there was an increase over projection for kindergarten partly because of retention.

(b) Continued Discussion re: India Trip:

Paul updated the School Committee regarding their concern of the status of the organizer/chaperone of the India trip. After consulting with Mark Lanza, it was determined that because this person is paid a stipend through the payroll system and receives a W2, he is considered an employee.

Upon a motion duly made by Malcolm Astley, seconded by Ellen Grieco, the School Committee voted (4-1) (Donna abstained) to approve the India Exchange trip as outlined in the memorandum dated September 6, 2013. A roll call vote was taken as follows:

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

Paul informed the Committee that he is gathering the financial information from last year of the China, Washington, D.C. and the WHS geology trips.

6. **Financial Matters**

(a) Discussion of School Committee Objective re: Fiscal Management:

Ellen Grieco presented her draft proposal with respect to the School Committee's objective regarding fiscal management. She developed three steps that the School Committee could vote to implement to improve fiscal management within the schools.

- Designate a School Committee member to be responsible to manage the flow of information related to financial matters. He/she would report back to the School Committee, which would free up the Committee's time in discussing financial matters. Ellen elaborated on the possible role of this designee.
- Set separate financial priorities (at the beginning of each fiscal year) separate from the budget.
- Recommend and identify ways in which Paul can form a Superintendent Financial Task Force (public volunteers) that could assist Paul and Geoff with some insight in terms of financial standards, financial perspectives, etc. that could be used regarding financial matters. Ellen also outlined areas in which the task force could assist.

The School Committee discussed the process by which Ellen drafted her objective. Also suggested was that the School Committee identify its obligations within the confines of these recommendations. They discussed the possible creation and makeup of a Budget Advisory Committee vs. forming a Financial Task Force and what each of their specific roles and responsibilities would be in this process. Another option is to leave the current system in place. Ellen noted that during the first retreat, the School Committee recognized some issues in the way that the Committee addresses financial matters, excluding the budget, which do at times burden the administration.

Donna asked about the Committee's objective, which was assigned to her, in terms of how to define it, as she commented that the School Committee isn't statutorily responsible to manage the administrators' time, and she doesn't want to present a draft that might conflict with the statute.

The School Committee will discuss the goal of Donna's objective at the next meeting. Barb asked the School Committee to review Ellen's ideas, if and how they should address the problems addressed in Ellen's objective.

(b) Review of FY13 End-of-Year Financial Report:

In response to the prior conversation regarding the financial burden on the administration, Geoff noted that the Business Office remains understaffed in comparison to other peer communities.

Geoff gave a brief overview of the FY13 end-of-year financial report. He stated that the total budget was \$32.5 million, plus a carryover of \$.5M, not including the benefits that are on the town side. Of the total budget, \$194,716 was returned to free cash, approximately half of one percent. There were two components – about \$189,000 was from FY12 encumbrances rolling over into FY13 because some bills had not been received. Geoff elaborated that over half of the money encumbered included a bill received in late June from NStar for electricity at the High School. However, because it was established that NStar made an error, the bill was corrected in the schools' favor of about \$90,000.

Geoff reviewed the revolving accounts, which have stayed in line with the history of these accounts despite some ups and downs in the numbers. Geoff commented that the account balances for WSCP, specifically BASE and Pegasus, continue to increase in numbers and noted that a decision needs to be made in terms of how to properly and legally handle the accumulated balances in those accounts. The Children's Way had a slight decrease in their accounts for FY13 due to upgrades in security and their phone system.

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Geoff reported that the School Lunch Program continues to decline in fund balances; thus, a lunch price increase is anticipated for the FY15 school year.

In terms of the Circuit Breaker, Geoff reported that there was an additional \$41,000 from the State in FY13, all of which was utilized. The plan for the SPED prepay from FY13 was to expend \$300,000 for the FY14 budget, but could only pay a portion, resulting in about a \$94,000 shortage for funding FY14. However, the district received a \$60,000 grant that will be used for Special Education. Geoff stated that the preliminary numbers from the State for Circuit Breaker for FY14 are \$30,000 higher than planned, making up almost the entire difference of what wasn't able to be paid from the prepay budget.

Geoff also reported on Grants and Capital in which there was a small return to the State of \$1,347 in one grant, but no capital appropriations returned to the Town.

Geoff recapped the total expenses for the revolving accounts, the grant accounts, and the capital accounts.

(c) Review of FY14 Quarterly Report (Q1):

As it is early in the school year, Geoff reported the actuals through September. Geoff reviewed the personnel budget, which represents 80% of the budget and includes many variables. However, money was saved because positions were filled at levels less than budgeted. The WTA COLA is also factored into the budget, although no monies have been received. In terms of expenses, Geoff did not provide any projection up to this point. Also reviewed were the revolving accounts, grants, and capital projects.

Malcolm addressed the concern of the understaffing in the Business Department. He asked Geoff to keep the School Committee apprised of the situation.

Donna asked Geoff about the personnel savings in new hires and the WTA COLA in terms of the possibility of returning the savings to the taxpayers. Barb commented that it is too early into the school year to predict. Paul referred to the SPED Prepay in terms of any savings in the budget and the sustainability of the anticipated payment. Donna also asked if the deficit in the METCO grant regarding transportation would be reimbursed by the state. Geoff confirmed that it would be reimbursed.

Barb will follow up with John Moynihan regarding the remainder of capital money in the accounts.

(d) Review of FY15 Finance Committee Guidelines and have Preliminary Discussion about Budget Principles: Since the FinCom Guidelines were received just today, Barb will forward them to the School Committee. Barb read a memo from the town's Finance Director instructing all departments to keep the FY14 operating budget requests level funded, excluding utility related accounts and settled labor contracts, including step and lane increases. The memo also refers to capital budget requests, for which the School Committee will begin the process at their next meeting.

Barb asked the School Committee to review the budget principles, as well as Paul's guiding principles that were included in his FY14 budget presentation in preparation for a discussion at the next meeting.

Malcolm will contact Gini Tate regarding the Alumni Association.

(e) Update re: Powers & Sullivan Report:

Barb noted two outstanding aspects related to the Powers & Sullivan Report – the METCO Director's ongoing requests for remaining documentation and the legal opinion from Jim Toomey.

Barb spoke to Jim Toomey from Murphy, Hesse, Toomey & Lehane and he will review the report and have his legal opinion to the School Committee by October 21. Jim will be invited to attend the next meeting. The Committee discussed the issue of attorney/client privilege in terms of receiving his legal opinion. Also discussed was the equitableness, or lack of, in asking for outstanding documentation from each school or department.

Paul informed the Committee that Mabel Reid-Wallace's procurement of bank statements and credit card bills is still ongoing. Paul read a letter from Mabel's attorney, which described the process being followed to obtain

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these records. The letter also stated that the attorney hopes to have this documentation on or about October 31. Paul noted his support and recommended to the School Committee that they extend the time needed to Mabel and the attorney. The School Committee discussed Paul's recommendation and they unanimously agreed to the extension.

(f) Update of Apple Credit and IT Position:

Leisha Simon provided the School Committee with a memo updating them on the Apple credit resulting from the purchase of computers for the 1:1 laptop initiative. Use of these funds for technology purchases, in part, allowed for a transfer request to fund a .9 IT position at the High School for one year. A discussion ensued in terms of accounting procedures related to this credit.

Paul praised Leisha's ability to discover Apple's upgrade in the MacBook Airs after she purchased them and her tenacity in trying to remedy this unusual situation with Apple. In Paul's opinion, this was a savings to the town.

Upon a motion duly made by Malcolm Astley, seconded by Donna Bouchard, the School Committee voted unanimously (5-0) to approve the .9 assignment for one year for the IT position at the High School.

(g) Approval of Funding for Malcolm Astley to Attend Social Thinking Conference:

School Committee member Malcolm Astley would like to attend a Social Thinking Conference, which identifies relationship language at an early age, also tying into the Health & Wellness goal. The cost for this conference is \$375, for which Malcolm is seeking Committee approval for funding.

Upon a motion duly made by Beth Butler, seconded by Donna Bouchard, the School Committee voted (4-1) (Malcolm abstained) to approve funding for Malcolm to attend the Social Thinking Conference in October.

7. **Procedural/Administrative Matters**

(a) Approval of FY13 Annual Report Draft:

The School Committee provided some changes to the draft of the FY13 Annual Report related to topics, such as WTA negotiations, health and wellness, and the school accounts report.

Upon a motion duly made by Donna Bouchard, seconded by Malcolm Astley, the School Committee voted unanimously (5-0) to approve the FY13 Annual Report as amended tonight.

(b) Discussion of Agenda Topics for Boston Meeting on October 28:

The School Committee discussed the agenda topics and format for its meeting with the Boston parents on October 28. The Leadership for Equity Committee will attend and Paul will present his goals. There will be an extended conversation period for parents and members.

8. **Consent Agenda**

(a) Approval of Accounts Payables & Payroll Warrants:

- Wayland Public Schools Payroll warrant, dated 10/3/2013, in the amount of \$1,207,535.96
- Wayland Public Schools Accounts Payables warrant, dated 10/7/2013, in the amount of \$336,697.52
- Wayland Public Schools Accounts Payables warrant, dated 10/7/2013, in the amount of \$131,141.75 (school building project)
- Wayland Public Schools Accounts Payables warrant, dated 10/7/2013, in the amount of \$2,089.66 (student activities)

(b) Approval of Minutes:

- Regular Session of August 26, 2013
- Special Session of September 16, 2013

(c) Approval of Declassification of Executive Session Minutes:

- January 14, 2010                      January 14, 2010 amended
- January 19, 2010                      January 19, 2010 amended
- January 25, 2010                      January 25, 2010 amended
- February 4, 2010                      February 4, 2010 amended

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- February 8, 2010                      February 8, 2010 amended
- March 1, 2010                         March 1, 2010 amended
- March 8, 2010                         March 8, 2010 amended
- March 22, 2010                        March 22, 2010 amended
- April 5, 2010                          April 5, 2010 amended
- April 13, 2010                         April 13, 2010 amended
- April 26, 2010                         April 26, amended
- May 3, 2010                             May 3, 2010 amended
- May 10, 2010
- May 17, 2010
- May 24, 2010
- June 1, 2010
- June 7, 2010
- September 13, 2010
- September 20, 2010
- May 9, 2011 #1 & #2
- March 26, 2012
- May 21, 2012

(d) Approval of Wayland Hockey Overnight Trip:

Malcolm noted his concern of a requirement for students to be present during vacations for sports programs, as it takes away from spending time with family. Barb responded that if there is a large gap of time between practices/games, it could become a safety issue. This issue will be addressed by the School Committee at a future meeting.

(e) Acceptance of Gifts:

- A scholarship gift in the amount of \$500 from Morningside Baptist Church, P.O. Box 385, Mattapan, MA 02125. This gift is to help pay for a student's participation fee for the China Exchange Trip.
- A gift in the amount of \$2,000 from the Late Night Committee to the Class of 2014 for the 2013 Junior Prom.

Upon a motion duly made by Beth Butler, seconded by Ellen Grieco, the School Committee voted unanimously (5-0) to approve the consent agenda as it was amended for the agenda tonight.

Donna distributed to the School Committee copies of the response from the Attorney General's office regarding her OML complaint, as well as her response. As a result of an inquiry from Gini Tate regarding this complaint, Barb noted that the Asst. Attorney General requested a conversation with Paul, Gini Tate and Barb.

9. **Comments from the Public:**

Maryann Borkowski commented on the Powers & Sullivan Report in the METCO report. Disappointed by the nature of the report, she feels that reporting regarding METCO was very personal and dramatically different from the reporting of the school accounts. Although Maryann has the utmost respect for the staff, she commented that since rules were not put in place, the staff was put in a precarious position. As parents stated earlier in the meeting, Maryann agreed that Wayland runs one of the best programs in the state, and the Director has been a tireless advocate for the families for more than ten years, as well as raising funds for the program. Maryann provided some of the history of METCO fundraising efforts.

Amade Abalaca commented that he has three children in the METCO program and thanked the School Committee for this opportunity. He asked the Committee if others were required to produce missing documentation.

Joe Barrett referred to the high school parking fees and stated that since the new school was built, the parking fees have increased from \$50 to \$220 or 440%. He asked the Committee the reasons for the increase and asked for some information regarding expenses. Joe also commented that Weston does not have a parking fee.



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Finance Committee Chair Tom Greenaway asked the School Committee if they had any questions concerning the guidelines. He also asked the Committee, while preparing the budget, to provide revenue estimates, including estimates for the revolving accounts.

10. **Executive Session:**

(a) Discussion re: Negotiating Strategy with WESA, Custodial & Food Service Workers:

Upon a motion duly made by Beth Butler, seconded by Donna Bouchard, the Committee voted unanimously (5-0) to enter Executive Session at 10:25 p.m., as permitted under M.G.L. Chapter 30A, Section 21(a)(3) to discuss strategy with respect to Collective Bargaining for school unions (WESA, Custodial and Food Service) and to reconvene in Regular Session for adjournment purposes only, as such a discussion in open meeting may have a detrimental effect on the bargaining position of the School Committee and Executive Session is necessary to protect the bargaining position of the School Committee and to review and approve Executive Session minutes of September 16, 2013 pursuant to M.G.L. Chapter 30(a) Section 22. 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	
Donna Bouchard	X	

11. **Adjournment:**

Upon a motion duly made by Ellen Grieco, seconded by Malcolm Astley, the School Committee voted unanimously (5-0) to adjourn the Regular Session at 11:58 p.m.

Respectfully submitted,

Paul Stein, Clerk  
Wayland School Committee

Observers:  
See attached list

Corresponding Documentation:

1. Enrollment Report
2. Memo from G. MacDonald re: FY13 Financial Statement
3. FY13 Financial Statement
4. Q1 Financial Report
5. Budget Principles
6. Memo from L. Simon re: IT Position and Apple Credit
7. FY13 Draft Annual Report
8. Accounts Payables & Payroll Warrants
9. Regular Session Minutes of August 26, 2013
10. Special Session Minutes of September 16, 2013
11. Declassified Minutes as listed in these minutes
12. WHS Hockey Trip Approval Request
13. China Exchange Gift Approval Request
14. Class of 2014 Gift Approval Request