

MINUTES – WAYLAND SCHOOL COMMITTEE

Regular Session – April 22, 2013

A Regular Session of the Wayland School Committee was held on Monday, April 22, 2013, at 7:00 P.M. in the School Committee Room of the Wayland Town Building.

Present were:

Beth Butler, Vice Chair

Malcolm Astley

Ellen Grieco

Donna Bouchard

Absent:

Barb Fletcher, Chair

Also:

Paul Stein

Superintendent of Schools

Brad J. Crozier

Assistant Superintendent

Marlene M. Dodyk

Director of Student Services

Geoffrey S. MacDonald

Business Administrator

Vice Chair Beth Butler convened the Regular Session at 7:04 P.M. and announced that WayCAM was broadcasting and taping the meeting. She also conveyed Barb Fletcher's regrets that she couldn't attend the meeting.

Beth asked for a moment of silence in the wake of last week's violence for the deceased, the injured and all those affected, as well as the professional and civilian responders.

Beth thanked former School Committee member Shawn Kinney for his three years of service to the schools, the School Committee and the Town of Wayland and welcomed the School Committee's newest member Donna Bouchard.

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

George Harris thanked Shawn Kinney for his three years of service to the School Committee and congratulated Donna Bouchard for being elected to the Committee. George wished Donna every success and commented that the School Committee is fortunate to have her sit at the table. He also wished the School Committee every success.

John Flaherty commented "ditto" following Mr. Harris's comments.

Tom Sciacca commented that he has not heard the School Committee discuss establishing a culture, which is a soft measurement that is critical within an organization. He referred to the new evaluation process in terms of evidence, which is analogous to MCAS – a hard measurement of things. He compared today's culture of the Wayland Public Schools to the 60's culture of the schools. Tom offered several possibilities in which to establish a culture, which he stated is a 5 to 10 year task.

2. **Wayland Chinese Exchange Students:**

Beth welcomed the China Exchange facilitator and coordinator Donna Fong and WHS foreign language teacher Mary Brown who were accompanied four WHS Chinese exchange students – freshman Jack Stevenson and seniors Misha McKoy, Miles Adler (arrived late), and Kevin Skowronski (arrived late).

Donna Fong began by thanking Paul Stein, the School Committee and school administration for recognizing that mutual exchanges in education and understanding other cultures as we enter into a global society are very important. She commented that the students were unbelievable ambassadors and pioneers to China.

Jack Stevenson shared his experiences with the Chinese culture, its philosophy and art style. He commented that his

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host family was very caring and welcomed him into their home. Jack thanked Donna Fong, Mary Brown, and the School Committee for the opportunity, which he feels everyone should experience.

Misha McKoy stated that her trip was truly a wonderful experience and everyone should have an opportunity to learn the Chinese culture to dispel the stereotype perception. She commented that it was important to learn from a “street” experience, and not just from books. Misha also shared some artwork made in their arts and crafts class, which was framed for them as gifts from the Chinese students.

As a chaperone, Mary Brown said it was a challenge to speak the Chinese language. She stated that she is grateful to work in Wayland and hopes others will follow and take advantage of this once in a lifetime opportunity. She also thanked the Committee and administrators for supporting the students.

Miles and Kevin arrived.

All of the students answered questions from the School Committee and the public audience. They described some of the activities in which they participated, including what kind of food they ate.

Paul Stein thanked and praised the group for an extraordinary job as ambassadors and pioneers, as this strong bond will help Wayland for years to come. Paul pointed out that in all the programs he has been involved with over the years, including those programs of which he knows, Misha is the only Boston resident student who has participated, and he is so proud and appreciative that she and the other students did participate. Paul also thanked Donna Fong for coordinating the trip and Mary Brown for taking a leap of faith.

Mrs. Stevenson also commented that as a host family, it was a good experience and a great opportunity to meet the student with whom her son would be staying with in China.

Beth thanked the group for being wonderful representatives of the Wayland Public Schools.

Shawn Kinney arrived and thanked the School Committee for their card. Beth reiterated her earlier comments to Shawn. Shawn stated that he is excited about Donna’s service to the School Committee and hopes that her financial background will be utilized.

3. **Goal Reports – New State Mandated Educators’ Evaluation Process:**

Paul presented the first goal report and referred to the acronym HEART, specifically the “E” for educator evaluation. He also explained the newly created “ACE” format, in which he will talk about Accomplishments and Challenges and will give one Exemplar of particular sub-goals. Paul stated that each goal is reflected in each School Improvement Plan.

Paul stated that with all of the new DESE regulations, the administrators are deciding which ones to adapt or adopt by first making sense of them. He further stated that a signed MOA with the WTA must be submitted to the DESE by next September. Further, Paul said that the collaboration with the WTA has been going very well.

Paul gave a quick overview by highlighting what has happened at the system-wide level during this new evaluation process. He said that one of the challenges is the district determined measures that measure students’ growth and performance in areas not tested in MCAS, but he is hoping for more state guidance in the future. Paul mentioned that the evidence in terms of teachers’ evaluations is another challenge. One benefit is that the principals’ conversations with the teachers regarding their goals have been heightened.

Brad spoke about Teach Point, a software program that assists in managing the forms and appointments, and can be used to collect evidence.

Paul and Brad answered questions from the School Committee regarding a teacher’s self-assessment and the tie-in to the district-wide goals. The administrators are also collaborating with other districts’ administrators in terms of their implementation of the evaluation process.

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4. **Approval to Establish and Athletic Revolving Gift Account:**

Geoff MacDonald requested School Committee approval to establish an athletic revolving gift account for fundraising activity under Chapter 44, Section 53A. Geoff commented that he met with Town Counsel to get clear guidance and to confirm what was being requested. He also requested that a separate revolving account be set up for the WHS Sailing Team/Club.

Geoff answered questions from the School Committee.

Upon a motion duly made by Ellen Grieco, seconded by Malcolm Astley, the School Committee voted unanimously (4-0) to approve to establish an athletic revolving gift account under M.G.L. Chapter 44, Section 53A and to establish an athletic revolving account separate from the primary athletic revolving account for the WHS Sailing Team under M.G.L. Chapter 71, Section 47.

5. **Financial Report including the Third Quarter (3Q) Report:**

Geoff MacDonald presented the Third Quarter (3Q) and Financial Reports to the School citing highlighted expenses, such as payroll, transportation, utilities, Special Education and tuition costs. Geoff also reviewed the revolving accounts, grants and capital projects.

Geoff answered questions from the School Committee. It was suggested that the fee-based accounts incur some of the costs for the school accounts audit. Thus, it was decided by the Committee to include “Appropriate Use of Past Balances” as an agenda item for a future meeting.

The School Committee also discussed the school accounts audit in terms of the cost and how the budget is affected by unanticipated expenses, including Special Education prepaids.

Geoff also presented his FY13 ACE Report, which is a quick overview of his goals and accomplishments throughout the year, noting the areas that need improvement as well as the challenges that his department faces moving forward. As an Exemplar, Geoff noted Chris Hinckley’s training of more than 60 staff and administrators in the use of various aspects of MUNIS.

Malcolm stated that he hoped the resource issues in the business area would be raised in connection with the formation of next year’s budget.

6. **Review of Town Meeting:**

Beth Butler thanked the administrators for bringing the budget forward many times and thanked the voters for passing the recommended operating and capital budgets.

Paul referred to the “Fast Facts for Town Meeting” and asked the School Committee if it was useful and asked for their feedback. The Committee gave positive feedback and offered some suggestions moving forward.

Beth discussed the results of the motion for the WaylandCares initiative and how it may surface again. Either Ellen or Malcolm will volunteer to monitor WaylandCares moving forward. Malcolm asked if there was another collaborative group that was formed to look into other health issues. Marlene responded that WaylandCares is trying to spearhead this effort.

7. **Review of Evidence for Superintendent’s Evaluation:**

Paul Stein presented an overview of the evidence he gathered related to his four goals. Paul stated that some of the evidence is reflective of both the goals and the elements. However, he noted that the evidence he is presenting does not represent all that he does within the realm of his job. Paul also commented that the work is really at the classroom level, and it is his job to make sure the systems are in place in terms of measuring students’ progress.

Beth and Malcolm asked the School Committee for suggestions in terms of information that may be missing and would like included, while moving forward with Paul’s evaluation. Beth also invited Committee members to attend a subcommittee meeting.

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Beth referred to the timeline and asked Paul to submit a reflection by May 16th in time for the May 20th meeting. Beth commented that on June 3rd there will be a discussion of Paul's performance and the evaluation will be finalized on June 17th.

8. **Consent Agenda:**

(a) Approval of Accounts Payables Warrant:

- Wayland Public Schools Accounts Payable warrant, dated 4/22/2013, in the amount of \$330,032.52
- Wayland Public Schools Accounts Payable warrant, dated 4/22/2013, in the amount of \$12,612.05 (Student Activity Accounts)
- Wayland Public Schools Accounts Payable warrant, dated 4/18/2013, in the amount of \$1,251,621.36

(b) Approval of Minutes:

- Regular Session of March 11, 2013
- Regular Session of March 18, 2013
- Special Session of March 27, 2013
- Special Session of April 4, 2013
- Special Session of April 7, 2013
- Special Session of April 9, 2013

(c) Policy GCF – Professional Staff Hiring:

Malcolm questioned the meaning of the second sentence within Policy GCF; thus, it will go back to the Policy Subcommittee for further clarification and approved at a future meeting.

(d) WHS Sailing Team Trip Request:

The sailing team is asking for School Committee approval to participate in the New England School Sailing Association O'Day Fleet Racing Championship in Greenwich, CT on Sunday, April 28, 2013.

Upon a motion duly made by Ellen Grieco, seconded by Malcolm Astley, the School Committee voted (3-0-1) (Donna Bouchard abstained) to approve the Consent Agenda, with the exception of Policy GCF.

9. **Superintendent's Report:**

Paul reflected on the local and national events of the past couple of weeks in terms of welcoming the children back to school. He praised the talented and savvy Wayland staff and their ability to face difficult moments by helping those who need help in coping with these events.

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

(a) Update re: Audit/Review of School Accounts:

Malcolm updated the School Committee that the contract was sent to Powers & Sullivan by Geoff MacDonald, but they have not responded in terms of the original notification of the award.

Paul updated the School Committee that they are working on the revised W-2c forms for employees.

Upon a motion duly made by Donna Bouchard, seconded by Malcolm Astley, the School Committee voted unanimously (4-0) to express its appreciation for Dr. Shawn Kinney for his three years of dedicated service to the Wayland Public Schools.

11. **Comments from the Public:**

Tom Sciacca commented on the evaluation discussion and applauded the emphasis on "higher level thinking." In his opinion, everyone in the future will have a "built-in tutor," and the only worthwhile knowledge will be higher level thinking of which he provided some examples, such as looking at multiple points of view. Tom referred to an article in which it states, "If a kid can use the word 'although' in a sentence, he/she is thinking at a higher level."

12. **Executive Session:**

Upon a motion duly made by Ellen Grieco, seconded by Donna Bouchard, the School Committee voted unanimously (4-0) to convene in Executive Session at 10:08 P.M. to discuss strategy with respect to Collective Bargaining for all school unions (WTA, WESA, Custodial and Food Service), as set forth in M.G.L. Chapter 30A, Section 21 (a) (3), as such a discussion in open meeting may have a detrimental effect on the bargaining position of the School Committee

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and an Executive Session is necessary to protect the bargaining position of the School Committee and to review the Executive Session minutes of March 11 and 18, 2013. The Chair announced that the School Committee will reconvene in Open Session following Executive Session for adjournment purposes only. A roll call vote was taken as follows:

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

13. **Adjournment:**

Upon a motion duly made by Malcolm Astley, seconded by Ellen Grieco, the School Committee voted unanimously (4-0) to adjourn the Regular Session at 11:25 p.m.

Respectfully submitted,

Paul Stein, Clerk
Wayland School Committee

Observers:

Tom Sciacca, WVN
Louis Jurist
John Flaherty
George Harris
Shawn Kinney
Annette Lewis

Corresponding Documentation:

1. ACE Evaluation Goal Report
2. Memo re: Athletic Gift Accounts
3. Memo & FY13 Q3 & Financial Reports
4. ACE Financial Goal Report
5. Accounts Payables & Payroll Warrants
6. Regular Session Minutes of March 11, 2013
7. Regular Session Minutes of March 18, 2013
8. Special Session Minutes of March 27, 2013
9. Special Session Minutes of April 4, 2013
10. Special Session Minutes of April 7, 2013
11. Special Session Minutes of April 9, 2013
12. Revised Policy GCF – Professional Staff Hiring
13. WHS Sailing Team Trip Request & Addendum to Agenda
14. Executive Session Minutes of March 11, 2013
15. Executive Session Minutes of March 18, 2013