

MINUTES – WAYLAND SCHOOL COMMITTEE
Regular Session – June 24, 2013

A Regular Session of the Wayland School Committee was held on Monday, June 24, 2013, 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
Donna Bouchard

Also:

Paul Stein
Superintendent of Schools

Brad J. Crozier
Assistant Superintendent

Marlene M. Dodyk
Director of Student Services

John Senchyshyn
Town of Wayland HR Director & Asst. Town Manager

Chair Barb Fletcher convened the Regular Session at 7:03 P.M.

1. **Executive Session:**

Upon a motion duly made by Beth Butler, seconded by Ellen Grieco, the School Committee voted unanimously (5-0) to convene in Executive Session at 7:03 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 and an Executive Session is necessary to protect the bargaining position of the School Committee and also M.G.L. Chapter 30A, Section 21(a) (2) regarding negotiating strategy regarding the Business Administrator's contract. The Chair announced that the School Committee will reconvene in Open Session following Executive Session. 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	

The School Committee reconvened in Open Session at 8:05 p.m.

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

There were no comments and written statements from the public.

3. **Vote to take Action re: Business Administrator's Contract:**

A vote was taken in Executive Session at the last School Committee meeting regarding the Business Administrator's contract. Given that the vote should have occurred in Regular Session, the School Committee took a re-vote. This recognition therefore remedies the OML violation. Paul Stein recommended that the School Committee vote not to extend the Business Administrator's contract as it is currently written for the purpose of re-negotiation of the provisions within the contract.

Upon a motion duly made by Ellen Grieco, seconded by Beth Butler, the School Committee voted unanimously (5-0) not to extend the Business Administrator's contract as it is currently written for the purpose of re-negotiation of the provisions within the contract.

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4. **Vote re: Collective Bargaining Agreement with WTA:**

Barb Fletcher reviewed the Memorandum of Agreement as it is written in the press release, which lays out two successive contracts. The first year goes from July 1, 2013 to June 30, 2014 and the subsequent three-year from July 1, 2014 to June 30, 2017. Barb noted the salary increases, including steps and lanes advancements. There will also be a new salary schedule for teachers hired after July 1, 2013.

Barb also announced that there is recognition that the Open Meeting Law may have been violated in regards to an email from a member about the MOA. Also recognized is that there was a violation, but there was no response to the email, thus, there wasn't an impact to the MOA.

Upon a motion duly made Malcolm Astley, seconded by Beth Butler, the School Committee voted unanimously (6-0) to approve the Memorandum of Agreement as presented to the Committee.

Duly noted was that John Senchyshyn, the Board of Selectmen designee, voted in the affirmative.

Donna Bouchard recognized the entire negotiating team who worked so diligently to put the MOA together.

5. **Approve Press Release re: Collective Bargaining Agreement with WTA:**

The School Committee reviewed the draft press release before submission. The teachers' representative and Gini Tate will also review before its release. Barb will send the draft to Jim Page and Matt Daniels.

Upon a motion duly made by Beth Butler, seconded by Ellen Grieco, the School Committee voted unanimously (5-0), the press release will be submitted as drafted tonight, subject to a review by the WTA and Gini Tate.

6. **Conduct Interviews and Vote on School Committee Representative to the Audit Committee:**

The School Committee interviewed five candidates who expressed interest in serving as the School Committee representative to the Audit Committee. The interviewees are Paul Brennan, Don Bustin, Michael Hoyle, Tom Sommerfield, and Yiji Starr.

They were all asked the same question: Why are you interested in serving as the School Committee representative to the Audit Committee and what they viewed the role of the Audit Committee to be. In addition, they were asked if they read the last Audit Report and what their availability would be.

Once the interviews were completed, each School Committee member recommended one candidate and a backup candidate, all of whom will be recommended to the Board of Selectmen. The BOS will appoint the candidate for a three-year term beginning July 1, 2013.

Upon a motion duly made by Beth Butler to recommend to the Board of Selectmen Paul Brennan as the School Committee's choice and Yiji Starr as the backup candidate to serve as the School Committee's representative to the Audit Committee, and seconded by Ellen Grieco, the School Committee voted in favor (4-1) (Malcolm opposed).

The School Committee and the Superintendent expressed their appreciation to the candidates for their interest and willingness to serve the Town and encouraged them to volunteer in other areas of the municipality.

7. **Provide Update re: Powers & Sullivan Forensic Procedures Project by Representative from Audit Committee:**

Audit Committee representative, Chris Riley presented a brief timeline into the status of the second phase of the school accounts audit being done by Jim Powers of Powers & Sullivan. He stated that Jim Powers is on schedule and will be presenting his report in terms of his findings and his recommendations to the School Committee at its July 22nd meeting.

8. **Middle School Roof Change Orders 1 & 2 – Capeway Roofing:**

The School Committee discussed the Middle School roof change orders. Change order #1 was approved by the Permanent Municipal Building Committee, and #2 was approved by two members of the Permanent Municipal Building Committee.

Upon a motion duly made by Donna Bouchard, seconded by Ellen Grieco, the School Committee voted unanimously (5-0) to approve Change Order #1 in the amount of \$11,940.70 and Change Order #2 in the amount of \$17,562.76,

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contingent upon Change Order #2 being in line with the MSBA requirements for the additional services, as outlined in the memo provided by John Moynihan regarding Capeway Roofing for the Middle School roof project.

Because the Permanent Municipal Building Committee (PMBC) meets infrequently, it was suggested that the (PMBC) adopt a process for the approval of future change orders by the PMBC, so the change orders can be approved sooner rather than later by one member of the School Committee. Donna will look into this, provided the MSBA approves.

9. **Consent Agenda:**

(a) Approval of Accounts Payable Warrant:

- Wayland Public Schools Accounts Payable warrant, dated 6/24/2013, in the amount of \$117,966.43

(b) Approval of Minutes:

- Special Session of June 13, 2013

(c) Acceptance of Gift

- A golf cart was donated to Wayland High School from Mark Hays, Wayland, MA

(d) Youth to Youth Conference in Rhode Island:

Since School Committee approval of this SADD trip to Rhode Island on June 3, 2013, Betsy Meindl of WaylandCares is requesting approval to increase the number of students on this trip from five to seven.

Malcolm asked that the issue of chaperoning on school trips be discussed at a future meeting.

Upon a motion duly made by Malcolm Astley, seconded by Beth Butler, the School Committee voted unanimously (5-0) to approve the Consent Agenda as presented tonight. The gift was also accepted with gratitude.

10. **Superintendent's Report:**

Paul Stein informed the School Committee that by Geoff MacDonald's own initiative, he applied for a state grant in the amount of \$60,000, which is referred to as the Pot Hole Fund. The grant, related to Special Education expenses, was awarded to the Wayland Public Schools.

Paul commented that this has been a wonderful school year and there is much for which to be thankful. He stated that much was accomplished, including the new one and three-year WTA contracts. Paul highlighted some of the events, including the end-of-the-year concerts, the Staff Appreciation program, and a ceremony at the Middle School honoring Matthew Pucino, a fallen soldier. Paul acknowledged that at the end of second year, things are good in Wayland.

11. **Follow-up & Future Agenda Items:**

(a) Continued Discussion re: Public Records Requests:

George Harris will meet with the School Committee when more information is received from Gini Tate. Gini will provide a written statement in terms of her advice and her position on this issue.

The School Committee discussed scheduling a meeting in early July for the purposes of meeting with George Harris and Gini Tate to address OML complaints and the timeline of responses were also discussed. The Committee will meet on July 2.

A discussion ensued regarding the process of the June 3, 2013 evening Executive Session and minutes that were requested by George Harris. It was agreed that they will ask Gini Tate about the process.

Beth left the meeting at 9:41 p.m.; returned at 9:43 p.m.

The School Committee will discuss at a future meeting the topic of open computer screens during a meeting.

(b) Continued Discussion re: Audit/Review of School Accounts & Related Corrections to Withholding for Certain Stipends:

Paul provided the School Committee with a draft letter from Attorney Cliff Rhodes of Murphy, Hesse, & Toomey.

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Paul noted that he tweaked the letter and elaborated on the reasons for the revisions. This cover letter will accompany the actual forms being sent to the IRS. A discussion ensued regarding who should sign and send the letter to the IRS. The School Committee also reviewed the cover letter. Paul will ask the attorney and Paul Keating their opinions of who should sign the letter. He will also ask the attorney if submission of the letter and supporting documents can be delayed subsequent to Jim Powers' review of the information.

- (c) Continued Discussion re: Appointment to Permanent Municipal Building Committee for Middle School Roof Project:
Since both candidates could not attend tonight's meeting, Barb will ask if they can attend the July 2nd meeting. If they cannot attend, the Committee discussed the process of interviewing the candidates going forward.

Upon a motion duly made by Ellen Grieco, seconded by Malcolm Astley, the School Committee voted unanimously (5-0) to appoint Donna Bouchard and Beth Butler as a Subcommittee to interview candidates and to appoint the candidate as the School Committee representative to serve on the Permanent Municipal Building Committee for the duration of the Middle School roof project in the event that they cannot attend the School Committee meeting on July 2nd.

- (d) Future Agenda Items:
It was requested that the School Committee review the school trip guidelines, specifically referring to the number of chaperones needed. Paul will research the chaperone guideline for ten or less students on a school trip.

12. **Comments from the Public:**

Tom Sciacca commented on the qualified candidates who were interviewed earlier in the meeting, as well as the tax issue discussed by the School Committee. Tom referred to an article in which the officials in China are concerned that their educational system in place is not adequate enough to prepare the students for the future, specifically in the area of creativity. Making reference to the history battle during River Fest, Tom noted that understanding history is very important in terms of critical thinking when contemplating issues for the present and the future. He encouraged the School Committee to find ways to increase students' interest in the subject of history.

13. **Executive Session:**

Upon a motion duly made by Donna Bouchard, seconded by Beth Butler, the School Committee voted unanimously (5-0) to convene in Executive Session at 10:25 P.M. to review and approve Executive Session minutes of June 3, 2013, June 13, 2013, and May 30, 2013, as set forth in M.G.L. Chapter 30A, Section 21(a), 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 for adjournment purposes only. 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	

14. **Adjournment:**

Upon a motion duly made by Malcolm Astley, seconded by Ellen Grieco, the School Committee voted unanimously (5-0) to adjourn the Regular Session at 11:03 P.M.

Respectfully submitted,

Paul Stein, Clerk
Wayland School Committee

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Observers:

Tom Sciacca, WVN

Corresponding Documentation:

1. Letter re: Middle School Roof Change Orders 1 & 2 (Capeway Roofing)
2. Special Session Minutes of June 13, 2013
3. Memo re: SADD Youth to Youth Conference in Rhode Island
4. Statement of Reasonable Cause re: 941-X Form
5. WTA Memorandum of Understanding