

MINUTES – WAYLAND SCHOOL COMMITTEE
Regular Session – February 24, 2014

A Regular Session of the Wayland School Committee was held on Monday, February 24, 2014, at 7:00 P.M. in the School Committee Room of the Wayland Town Building.

Present:

Barb Fletcher, Chair
Beth Butler, Vice Chair
Malcolm Astley
Ellen Grieco (arrived at 7:35)
Donna Bouchard

Also:

Paul Stein
Superintendent of Schools

Brad Crozier
Assistant Superintendent

Marlene Dodyk
Director of Student Services

Geoff MacDonald
Business Administrator

Sarah Maietta
WHS Student Representative

Also:

Cliff Lewis, Chair of OPEB Committee
Annette Lewis, Warrant Petitioner

Barb Fletcher convened the Regular Session at 7:08 p.m. Malcolm Astley announced that the meeting is being taped.

1. **Comments from the Public:**

Tom Sciacca informed the School Committee that Apple is experiencing a security problem and has updates on iPhones and tablets, but not for laptops and desktops. He advised that secure sites be used until there is an update from Apple.

Barb read a statement from Maura Feldman and Daria Greeley, Co-Chairs of The Children's Way Parent Organization. They are concerned about the impact of reserve funds from fee-based programs, specifically The Children's Way, to address the budget constraints related to OPEB. Maura and Daria believe that it is important to keep a minimum balance of \$50,000 in the TCW revolving account so that the quality and integrity of the program remains, as well as providing a safe physical space for staff and students. Also listed were the capital expenses funded by The Children's Way.

2. **Educational Matters**

- (a) Hear Superintendent's Report, including Elementary School reconfiguration Transition Update:
In response to his comments reported in the press regarding average teachers' salaries, Paul distributed a document that provided a fuller picture separating cost of living raises from other salary increases.

Paul updated the School Committee about the elementary school reconfiguration transition. He explained the steps he is taking now to move forward, even though the final decision will be voted upon at Town Meeting. Paul distributed a document regarding buffer zones guidelines.

In regards to the principalship of Loker School and assuming the reconfiguration will be approved at Town Meeting, as well as time constraints to conduct a principal search, Paul announced that he will appoint Brian Jones as the principal of the K-5 school. Paul noted that Brian is highly qualified, given that he is the current principal of the Loker (Kindergarten) School, the Director of WSCP, holds two Masters in School

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Administration and Developmental Educational Psychology, and has prior teaching and administrative experiences.

Paul informed the School Committee that he has hired Dr. Christine Moynihan, an educational consultant, to help with the transition process. Paul noted Dr. Moynihan's impressive qualifications and commented that she will be a great resource to the community and the school principals. In response to a question from a Committee member, Dr. Moynihan's fee will be taken from the professional development account.

At Malcolm's request, Paul read the definition of the buffer zones and the related criteria, noting that the use of buffer zones includes a budget containment goal. He explained the process, beginning with school assignments, for which he hopes to have complete sometime in May. In terms of the 5th graders remaining at Claypit Hill and Happy Hollow, Paul updated the Committee in terms of considerations, such as bus transportation and the possibility of staggering school start times because 25 families will have 5th graders and younger children attending Loker School. Paul asked the School Committee for their feedback regarding the buffer zones, which would be discussed at a future meeting.

(b) Hear Student's Report:

Given that the students just returned from winter break, Sarah didn't have anything to report.

(c) Discussion re: Superintendent's Evaluation Process, including Review of Superintendent's Goals and Evidence and Timing of Mid-Year Review:

The School Committee reviewed the draft of the Superintendent's FY15 goals, including the evidence and benchmarks. A conversation ensued in regard to providing more concrete benchmarks in terms of test scores and the progress being made, since Wayland is considered a Level 2 district. Comparisons of test scores to other districts, Weston in particular, and questions about what is being done in those Level 1 districts that is not being done in Wayland was discussed.

Paul addressed the Committee's concerns and commented that there is a huge variability from year to year, district to district, some of which has to do with composition and/or subgroups. Paul commented that it would be important to understand why many top districts are at Level 2 as well as the basis of the whole MCAS system. Realistically, Paul noted that a comparison or full analysis may not be able to be done. However, he could provide a comparative curriculum analysis to the Committee in time, if the Committee wished. Paul stated that many things are being done by the staff to address the issue of student performance.

A suggestion for a future agenda topic is to look at what has been analyzed and what is the understanding of why Wayland is at Level 2 in terms of MCAS scores and the GMADE scores by elementary grade level. Also to be included in the discussion is what happens to the students as they progress by grade level.

Paul noted that at a future meeting, he can explain the Teach Point Program that all the principals are using to record their observations related to teacher evaluations.

3. **Financial Matters:**

(a) Continued Discussion and Possible Vote of Support regarding Upcoming OPEB Warrant article and its Impact on School Funds:

Cliff Lewis and Paul updated the School Committee on a group meeting regarding OPEB and school contributions from fee-based accounts, particularly from The Children's Way (TCW) and Food Service. For the programs that had enough money in their revolving accounts, transfers will be made into the General Fund.

It was suggested that TCW and Food Service will contribute \$25,000 per year for seven and eleven years respectively. Geoff will provide income statements projections for three years (FY15 – FY17) for the fee-based programs to provide a more accurate determination of their contributions, which will be paid at the end of each fiscal year.

Barb noted that it was important to be sure the numbers are accurate, particularly for food services, in order to move forward with raising lunch prices to cover expenses and to establish an obligatory payment plan. Given the timing of this issue, the Committee will meet on March 3rd.

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Malcolm raised a concern about budgeting too tightly for these programs, which could result in a shortage of funds for pressing and emergency needs, and he stressed the importance of working this situation out in a reasonable manner, while taking into account the limits and needs of the budgets for these fee-based programs.

To clarify, Paul noted that The Children's Way is not a separate entity from the public schools and their revolving account is set up in a way that benefits the town. Over the years, TCW has paid for several capital projects in the town building from their account, not to mention that there is a big savings for the taxpayers in terms of the pre-school special needs students.

Sarah left the meeting at 8:16 p.m.

4. **Educational Matters (Superintendent Evaluation Process continued):**

Malcolm noted that he is interested in how Paul sees the value in this type of evaluation system and what he believes to be the advantages or disadvantages.

Upon a motion duly made by Beth Butler, seconded by Ellen Grieco, the School Committee voted (4-1) (Donna abstained) to approve the Superintendent's goals for evaluation and the evidence as provided for tonight's meeting.

Paul will provide a mid-year discussion for either the March 10th or March 24th meeting. Malcolm asked other Committee members for their input regarding the mid-year review. Following a request for a three or four year history of MCAS scores for Claypit and Happy Hollow, Paul explained the difference between his goals and the system-wide goals, which included the action items related to his goals and the action items of the principals as school leaders. Paul will invite the principals and curriculum coordinators to attend a meeting for the purpose of having a broader discussion regarding MCAS.

5. **Financial Matters (continued):**

(b) Discussion regarding Petitioners' Warrant Article to Enable Consolidation of Town and School Functions:
In an effort to correct what she views as a violation of the law, Annette Lewis as lead petitioner provided the School Committee with a warrant article which would enable consolidation of Town and school functions, of which some sharing of resources are already in place, such as facilities, IT, and payroll and benefits. Annette provided the Committee with the background of her research leading up to the article that is being proposed for adoption at Town Meeting. The Committee and Paul questioned the definition of consolidation; thus, Barb suggested that labor counsel be asked to define consolidation to avoid any gray areas in terms of what is required at Town Meeting.

Upon the suggestions of the School Committee, Annette will rewrite the article and have a conversation with Ellen before bringing the article back to the Committee on March 3rd. Gini Tate will also be asked to review the warrant article before March 3rd.

(c) Continued Discussion re: Proposal to Combine School & Town Warrants:
Donna updated the School Committee regarding her conversation with Brian Keveny about combining school and town warrants. Wayland would like to run a weekly warrant, much like Natick, Sudbury, and Weston, as it reduces the size of the batches and allows more time for the vetting process. However, it is not known what it would mean in terms of School Committee approval. Geoff noted that every other warrant would be signed after checks have been mailed; thus, the School Committee can come into the Business Office to sign the warrant. Donna will research the most efficient way for the School Committee to sign the warrants. If there is a concern about the warrant, items can be pulled for further clarification.

(d) Continued Discussion regarding FY15 Budget, including Preparation for Budget Hearing on March 10th and Review of Draft Budget Book:
The School Committee reviewed the Budget Hearing presentation, including capital items, in preparation for the Budget Hearing on March 10th and the FY15 Budget Booklet for release to the public on February 27th. Barb will prepare a history of capital projects for the hearing.

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The Committee suggested changes and additions to the booklet, which included, among others, a reference to TBArchitects' elementary space feasibility study and to include the elementary school reconfiguration in the budget drivers.

6. **Administrative/Procedural Matters**

(a) Update re: Declassification of Executive Session Minutes:

Barb updated the Committee and publicly stated the work that has been done related to the release of the Executive Session minutes per a guideline that was put in place. The Committee reviewed Executive Session minutes from 1995 to June 30, 2013. All have been released, some with redactions, except for the following for the period from 1995 to December 31, 2012 – July 9, 2012, December 3, 2012, and December 17, 2012. Barb had a question regarding the February 17, 2011; otherwise, for the period from 1995 to December 31, 2012, all minutes have been released, and, again, some had redactions. After some discussion by the Committee, the minutes from January 1, 2013 through December 31, 2013 have not been released, except for the following – February 25, 2013, May 20, 2013 (II), and June 3, 2013 (some with redactions). The Committee has not released any prior minutes, as they are still subject to either ongoing negotiations or open meeting law complaints. Once those negotiations are complete or satisfactorily resolved, then the Committee will review again those executive minutes that have not been released for possible declassification. We do need to release and review at an upcoming meeting three sets of minutes – June 24, 2013 (II), July 15, 2013 (II), and September 9, 2013 (I) for possible declassification. They will be put on a future agenda.

7. **Superintendent's Report (continued):**

With regard to the Wayland Community Newsletter, Paul informed the School Committee that he approved a Wayland Cares announcement about a youth forum for substance abuse directly related to the warrant article proposed for Town Meeting. Paul considered this to be an informational announcement and not a matter of advocacy. In an effort, to address the concerns known to him by some people, Paul asked the School Committee for their advice on the matter, as he would like to work out a compromise going forward, keeping in mind the issue of censorship.

A discussion followed regarding the views of the Committee members and whether an announcement regarding a warrant article should be discussed in the newsletter. It was the Committee's consensus that the announcement should be pulled immediately. The Committee will also have a future discussion in an effort to provide specific guidelines related to the newsletter. Malcolm asked that the Committee take a position on the warrant article; thus, Wayland Cares will be invited to attend a meeting.

Donna will provide an analysis on ways to save money in the budget at a future meeting.

8. **Consent Agenda:**

(a) Approval of Accounts Payables and Payroll Warrants:

- Wayland Public Schools Accounts Payables warrant, dated February 24, 2014, in the amount of \$479,889.29
- Wayland Public Schools Accounts Payables warrant (Student Activities), dated February 24, 2014, in the amount of \$4,604.44
- Wayland Public Schools Payroll warrant, dated February 20, 2014, in the amount of \$1,258,569.78

(b) Approval of Minutes:

- Regular Session of January 9, 2014
- Regular Session of January 21, 2014

Upon a motion duly made by Ellen Grieco, seconded by Donna Bouchard, the School Committee voted unanimously (5-0) to approve the Consent Agenda, including the Regular Session minutes of January 9, 2014 as amended and the Regular Session minutes of January 21, 2014 as written.

9. **Comments from the Public:**

Tom Sciacca asked Paul to clarify the document he was given regarding teachers' salaries and COLA's. Paul

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did so and stated that when averages are taken, something gets lost in the translation.

10. **Executive Session:**

Upon a motion duly made by Ellen Grieco, seconded by Beth Butler, the School Committee voted unanimously to enter Executive Session at 10:04 p.m., as permitted by M.G.L. 30A, §21(a)(5) to investigate charges of criminal misconduct and to enter Executive Session, as permitted by M.G.L. 30A §21(a)(3) to discuss negotiating strategy with respect to Collective Bargaining for all school unions (WTA, WESA, Custodial and Food Service workers) and to discuss the possible declassification of a document related to negotiations, and permitted by M.G.L. 30A §21(a)(2) to conduct a strategy session in preparation for negotiations with non-union personnel. Attached to agenda is a list of positions, and in both cases as it relates to negotiations, 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; also to enter into Executive Session per M.G.L. 30A §21(a)(1) to discuss and Open Meeting Law complaint filed by George Harris on February 18, 2014 related to the agenda description and statement of purpose made to enter Executive Session, and to approve the minutes of January 9, 2014 and January 21, 2014 under M.G.L. 30A §22. The School Committee will reconvene in Open Session to take care of a couple of regular matters as noted on the agenda. Barb read the list of all non-union positions, with the exception of the Superintendent. 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 10:56 p.m.

11. **Financial Matters (continued)**

(a) Vote to Approve WESA MOA for FY15-FY17

Upon a motion duly made by Ellen Grieco, seconded by Beth Butler, the School Committee voted (4-1) (Donna abstained) to approve the WESA Memorandum of Understanding for FY15 – FY 17.

(b) Vote to Approve COLA Increases for Non-Union Personnel and Related Benefits:
This approval was tabled.

12. **Continued Discussion of Open Meeting Law Complaint Filed by George Harris on February 18, 2014 related to Agenda Description and Statement of Purpose Made to Enter Executive Session:**

On behalf of the School Committee, Barb acknowledged in open session that the agenda for its February 10, 2014 meeting was developed in haste and not carefully reviewed, at a time when the Committee had met nine times over the course of five weeks. Upon further review, the Committee acknowledged that the February 10, 2014 agenda was missing information that should have been included.

The School Committee acknowledged in open session that, upon further consideration, the statement made about the purpose for entering Executive Session on February 10, 2014 should have included the word “all” before the words “non-union personnel” and should have included the words “except for the Superintendent” after the words “non-union personnel” or should have included a list of the non-union positions under discussion, so as to provide the fullest clarity of the purpose for entering Executive Session.

Upon a motion duly made by Malcolm Astley, seconded by Beth Butler, the School Committee voted unanimously (5-0) to send the response to the Attorney General’s office regarding George Harris’ OML complaint of February 18, 2014.

13. **Adjournment:**

Upon a motion duly made by Ellen Grieco, seconded by Donna Bouchard, the School Committee voted unanimously (5-0) to adjourn the Regular Session at 10:58 p.m.

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Respectfully submitted,

Paul Stein, Clerk
Wayland School Committee

Observers:

Mauria Feldman, TCW
Daria Greeley, TCW
Maryann Borkowski, Wayland
Tom Sciacca, WVN

Corresponding Documentation:

1. Public Comment Statement from Co-Chairs of TCW Parent Organization
2. Draft of Buffer Zones Guidelines
3. Superintendent's Goals related to his Evaluation
4. Article & Petitioners' Comments related to Article to Enable Consolidation of Town & School Functions
5. General Laws, Chapter 71, §37M related to #4 on this list
6. Draft of FY15 Budget Booklet
7. Draft of FY15 Budget Hearing Presentation
8. Accounts Payables & Payroll Warrants
9. Regular Minutes of January 9, 2014 & January 21, 2014
10. School Committee Response to the Attorney General re: OML Complaint
11. Email to Paul Stein from Gini Tate re: Petitioner's Warrant Article