

MINUTES – WAYLAND SCHOOL COMMITTEE  
Regular/Special Session – April 7, 2014

A Regular/Special Session of the Wayland School Committee was held on Monday, April 7, 2014, at 6:30 P.M. in the Field House of the Wayland High School prior to Town Meeting.

Present:

Barb Fletcher, Chair  
Beth Butler, Vice Chair  
Ellen Grieco (arrived at 6:42PM)  
Donna Bouchard

Also:

Paul Stein  
Superintendent of Schools

Marlene Dodyk  
Director of Student Services

Barb Fletcher convened the Regular/Special Session at 6:40 p.m.

1. **Executive Session:**

Upon a motion duly made by Donna Bouchard and seconded by Ellen Grieco, the School Committee voted unanimously (3-0) to convene in Executive Session at 6:40 P.M. to conduct a strategy session in preparation for negotiations with nonunion personnel, specifically the Superintendent's contract, as permitted by M.G.L. Chapter 30A, section 21(a)(2), 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 conduct other matters noted on the agenda. 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	
Donna Bouchard	X	

The School Committee reconvened in Open Session at 7:05 PM.

2. **Business Administrator Search Process:**

Prior to the meeting, Paul had distributed to the Committee a draft Selection Process for the School Business Administrator position. The Committee reviewed the draft process and provided feedback.

Donna noted that it may be difficult to find someone given the time of year. Paul noted that we won't hire anyone unless they are top notch.

Paul reported to the Committee about his conversation with the Superintendent from Arlington. The Arlington School Department did consider a consolidation plan but the Arlington School Committee decided not to consolidate as a result of concerns about maintaining the School Committee's authority and fiscal responsibility if the Business Administrator reported to the Town's Finance Director. Paul also remarked that he didn't want to put the Business Office at risk by appointing an interim who once he/she is up to speed will be looking to leave.

Beth noted that she supports the timeframe and the process that Paul recommended and believes this person should be licensed. Ellen commented that while the timing may not be optimal, it is our reality, and the most viable candidate for an interim, should we go in that direction, would be a retired business administrator. Paul informed the Committee of the process to receive a waiver from the DESE in order to hire a retired business administrator as an interim. Wayland must prove to the DESE that it has conducted a process and has exhausted its options to find a qualified person. Donna recommended that the Town Finance Director rather than the Town HR Director serve on the Selection Advisory Committee. Barb agreed.

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Upon a motion duly made by Donna Bouchard, seconded by Barb Fletcher, the School Committee voted (4-0) to allow public comment out of order.

John Flaherty does not believe the process should be rushed and that we should conduct an exhaustive search.

David Hill, who served on the Town Administrator search committee with Beth, encouraged the School Committee to learn from their experiences and conduct a search for as long as appropriate to get the best person.

Alice Boelter recommended that the Selection Advisory Committee include more than 1 community member and she questioned the gap of 13 days in the time schedule.

Gail Shapiro expressed her concern that the process was rushed and ill-thought out.

Mary Ellen Castagno asked whether a firm had been hired to conduct the search.

In response to the public comments that were made, Paul made the following remarks:

- It is important to have the Assistant Superintendent serve as a member of the Selection Advisory Committee (SAC) since he is in charge of Human Resources.
- The SAC, as recommended, already has 4 community members through its representation from the Audit Committee, Finance Committee, School Committee and the one community member.
- He does not believe this is a rushed process rather his concern is about getting a good person.
- He considers this to be a very open process.
- The beginning of the process needs to be confidential because many candidates do not want it widely known that they are applying until they can be assured that they are a finalist.
- If the candidate pool is weak, then Paul will begin a search for an interim. He should know by May 6<sup>th</sup>, given the recommended timeline, if the pool is weak or not.
- Paul was comfortable adding another community member to the SAC if the Committee should decide to do so.

Donna Bouchard made a motion to appoint 3 community members to the SAC. There was no second.

Upon a motion duly made by Ellen Grieco, seconded by Barb Fletcher, the School Committee voted (3-1 Beth voted no) to add 1 additional community member to the SAC.

Donna Bouchard made a motion to amend to add 2 additional community members. There was no second.

Ellen commented on the timing of the meetings given community members' schedules and how hard it had been to schedule meetings for the Elementary School Building Task Force in the late afternoon. Barb remarked that the 10 day period could possibly be used as a buffer if the SAC needed to push out certain meetings.

Upon a motion duly made by Beth Butler, seconded by Ellen Grieco, the School Committee voted (3-1 Donna voted no) to support the process recommended by Paul with 2 changes, the Town Finance Director rather than the Town HR Director and 2 community members rather than 1 would serve on the SAC, with flexibility in the hours of the meetings and the 10 day period in the time schedule.

3. **Final Invoices for Middle School Roof Project:**

Upon a motion duly made by Beth Butler, seconded by Donna Bouchard, the School Committee voted (4-0) to approve the final invoices for the Middle School Roof Project to DiMarinisi & Wolfe Architects in the amount of \$1,000 and to Capeway Roofing Systems in the amount of \$137,454.43.

4. **BASE and Pegasus included in District's Financial Assistance Program:**

This item was passed over.

5. **Town Meeting Topics:**

This item was passed over.

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6. **Consent Agenda:**

(a) Approval of Accounts Payables and Payroll Warrants:

- Wayland Public Schools Accounts Payables warrant, dated April 7, 2014, in the amount of \$136,644.05

Upon a motion duly made by Ellen Grieco, seconded by Beth Butler, the School Committee voted unanimously (4-0) to approve the Consent Agenda

7. **Comments from the Public:**

This item was passed over.

8. **Recess to Town Meeting:**

Upon a motion duly made by Ellen Grieco, seconded by Beth Butler, the School Committee voted unanimously (4-0) to recess to Town Meeting.

9. **Adjournment:**

Upon a motion duly made by Ellen Grieco, seconded by Beth Butler, the School Committee voted unanimously (4-0) to adjourn the Regular/Special Session at 11:05p.m.

Respectfully submitted,

Paul Stein, Clerk  
Wayland School Committee

Corresponding Documentation:

1. Agenda and Backup Information
2. Draft School Business Administrator Selection Process
3. Middle School Invoices from DiMarinisi & Wolfe Architects and Capeway Roofing Systems
4. Accounts Payable Warrant, dated April 7, 2014