

MINUTES – WAYLAND SCHOOL COMMITTEE
Regular Meeting – October 5, 2016

A Public Forum/Regular Meeting of the Wayland School Committee was held on Wednesday, October 5, 2016, at 7:00 P.M. in the Senior Center of the Wayland Town Building.

Present were:

Ellen Grieco, Chair
Barb Fletcher, Vice Chair
Kim Reichelt
Kathie Steinberg

Absent:

Jeanne Downs

Also:

Paul Stein
Superintendent

Brad Crozier

Assistant Superintendent

Marlene Dodyk

Director of Student Services

Also:

Tammy Barrera, Asst. Director of Student Services
Heidi Paisner, Asst. Principal, Claypit Hill School
James Nocito, Asst. Principal, Wayland High School
Michael Hoyle
Jonathan Isenburg

Recreation Commission:

Brud Wright
Frank Krasin

David Warner

Warner & Larson Landscape Architects

Chair Ellen Grieco convened the public forum/regular session at 7:04 P.M. and noted that the meeting is being recorded by WayCAM.

1. **Public Forum:**

(a) Presentation of the District's 2016-2017 Goals and Overview of the Upcoming Budget Process:

Paul commented that new district goals were developed to guide the system forward and help prioritize this year's strategic initiatives. He described the process by which the UNITED goals were developed. Six categories were created in an effort to cluster the work being done throughout the schools. Paul reviewed and explained each category, including the sub-categories that reference this ongoing work.

Using Data Wisely: RTI; Data Based Decision Making in Finance and HR; Academic Return on Investment; Student Information System; and Student Data Privacy

Nurturing Early Childhood Development: Form an Early Childhood Advisory Board; Early Childhood Guidance Support; and Recommendations regarding Full Day Kindergarten. These goals were a direct result of the School Committee Summit about a year ago.

Infusing Technology and Design: STEAM; Engineering and Design Model; Technology Plan; Applied Science Curriculum Revision Incorporating Coding; and Maker Space Practices

Training Global Citizens: Cultural Proficiency; K-6 World Language Program; Understanding Geography; China Exchange Program; the Election; Political Discourse and Discord; and Service Learning

Elevating Achievement: Student Support Teams; Renewed Focus on Humanities; District Curriculum

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Accommodation Plan; Movement to High Levels; Study Skills; Academic Center; Cultural Proficiency; RTI

Deepening Wellness Skills and Insights: Security; School Start Time; Healthy Relationships; Asset Mapping; Social Competency; Mindfulness; Fitness; Athletics

District goals are used to inform the School Improvement Plans and teachers' professional development goals.

Paul briefly reviewed the FY18 budget process and budget calendar, including timely discussions.

(b) Extended Public Comment Session:

Boosters President Maureen Tillett expressed her appreciation that athletics was included in one of the district goals, as she believes sports is an important part of the curriculum for middle and high school students.

Rebecca Lloyd asked for more information regarding school start times.

Paul commented that there is a plan to schedule two or three forums for elementary and secondary grades. At some point in this process, formal recommendations will hopefully be made within the next year to support or not support this initiative. He informed the audience that many superintendents are discussing this issue, and he will be attending a meeting this week in Acton/Boxboro. Ellen noted that a task force will not be formed at this time.

Merline Bhukhanwala asked about the status of and next steps from the World Language Task Force.

Paul commented that the Administrative Council recently discussed this issue. The Task Force report presented three different models, which he described, and the hope is to move this goal forward resulting in a recommendation possibly with a starting model for next year, including a rollout plan going forward.

Lin Shimoto asked what Title IX programs are currently planned and/or in place in Wayland, how gender inequities are being addressed, and what programs and training are in place for staff.

Paul responded that Title IX encompasses procedural issues, as well as cultural and climate issues. Efforts have been made over the last two years and procedures have been put in place; however, improvements are always being assessed in these areas. Paul noted that the new K-12 Health and Wellness Director will evaluate how health and wellness is being delivered as part of the health and wellness goal. Paul named some health and wellness initiatives taking place in the district. Paul noted that to comply with the Title IX law, the Title IX school district officers address issues as they arise. An Athletic Advisory Committee was formed to address issues raised last year in the Northeastern Study. In terms of Title IX training, administrators and staff are trained at different levels and at different times of the year.

Carol Plumb asked how the benchmarks are working and what is being done to address the recommendations of the Northeastern Study. She recommended that the schools utilize Wayland BUZZ to inform parents about the status of these issues in Wayland. *Paul agreed.*

Cliff Yu expressed concern about the large 4th grade class of 27 students at Loker School. He asked if there will be solutions worked into the FY18 budget to address overcrowding in the schools next year.

Paul responded that he is working on a solution for next year, and a response will be issued at a later time.

A resident asked if the solar panels around town will decrease utilities costs, including The Children's Way.

Paul noted that the solar panels will create energy savings. Barb added that there will be a small savings this year.

Carol Plumb asked whether benefits packages for school employees are paid by the town or school budget.

Barb responded and explained the process and the allocation of expenses related to benefits packages. Paul stressed that for certain positions, he thoroughly scrutinizes the options closely so as not to unnecessarily create benefit packages. He explained his process for doing so.

Carol Plumb asked if Wayland is becoming a special education magnet or is this issue common in other districts. *Paul commented that special education costs are skyrocketing everywhere; however, in some ways and according to a study that was done last year, Wayland's costs were lower than other districts. He explained the process by which Wayland constantly looks for efficiencies in special education. Marlene added that the percentage of special education students has remained relatively consistent over the year, however,*

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the complexities of the needs of students have increased over time. Marlene added that it is the responsibility of the school department to educate and serve the needs of all students. Paul referred to the District Accommodation Plan that describes services for students outside the context of special education. To increase the capacity to address these ever increasing issues, an Assistant Director of Student Services was hired this year.

Alice Boelter commented that, in her opinion, the school mission statement and the school goals are not carried out by the administration, given the issues during the past two years. She claimed that examples are not being set for the students, as she believes that many of the issues are not being addressed.

Tom Sciacca praised the emphasis that is being put on health and wellness of the students. However, he stressed that he believes that artificial turf fields risk the health and wellness of the students. He referred to problems resulting from turf fields all over the world and urged the School Committee not to approve another turf field near the Middle School.

Frank Krasin believes as a scientist that there is no published evidence showing increased cancer in kids who play on artificial turf fields vs. grass or dirt fields.

2. **Special Matters:**

(a) Introduction of New School Administrators:

Paul introduced three new school administrators to the School Committee. They provided their background and experience prior to joining the Wayland Public Schools.

- Tammy Barrera – Asst. Director of Special Education
- Heidi Paisner – Claypit Hill School Asst. Principal
- James Nocito – Wayland High School Asst. Principal

(b) Continued Interviews for Audit Committee and Permanent Municipal Building Committee and Vote to Appoint the School Committee Representative to Both Committees:

- Michael Hoyle – interest is with both the Audit and Permanent Municipal Building Committees
- Jonathan Isenburg – Audit Committee

Each applicant was asked to give a brief background related to their experience and elaborate on the expertise they would bring to the Audit Committee and Permanent Municipal Building Committee.

Since Jeanne Downs was not present, the School Committee will vote to appoint the candidates on October 17th. Barb will contact both committees in terms of the skill sets needed to serve on these committees.

(c) Meet with the Recreation Commission to Discuss and Possible Vote to Support Fall Town Meeting Warrant Articles and to Discuss the Library Project at 195/207 Main Street:

The two members of the Recreation Commission described the intent of its two fall Town Meeting warrant articles related to 195/207 Main Street, including the Middle School property. However, the final language is not in place at this time. The School Committee was given the FinCom write-ups for the two articles.

One warrant article relates to the Middle School Field Feasibility Study. Mr. Wright read the language and noted that the cost would be about \$30,000 to do the feasibility study. The purpose is to determine placement of and types of fields at that location – artificial turf and/or grass. Mr. Wright also noted that the Recreation Commission would like to do a town-wide strategic feasibility study; thus, the Commission is considering pulling the first warrant article that contains a middle school feasibility study and combine both articles into a strategic master plan for all recreational facilities. This study, supported with user fee monies from the stabilization fund, would look at all recreational facilities (except for school gyms). Also, all past studies would be considered in order to vet out, prioritize proposed projects and be financially responsible in planning.

Mr. Wright gave a brief summary and purpose of each plan/study to avoid duplication of efforts and purpose. He referred to the Gale Report and the High School Study. A discussion ensued in this regard, including the need for indoor spaces. The Recreation Commission will provide the School Committee with a list of potential projects, including what is owned by the Recreation Commission. The School Committee and/or the Athletic Director will stay involved with this process. The Recreation Commission and Recreation Director will join the

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School Committee at its October 17th meeting.

- (d) Meet with Dave Warner of Warner Larson regarding Proposal for School Bus Parking at 195/207 Main Street:
Dave Warner of Warner Larson Landscape Architects met with the School Committee to discuss the proposal for parking school buses at 207 Main Street. He provided the Committee with current plans of the property showing proposed designated spaces for the bus parking, library and its parking, and field(s). He has reached out to Conservation and the Planning Department to discuss the issues on this property, such as mitigation and zoning for buffering.

The program requirement allows for 21 buses, as well as parking for 21 personal vehicles for the bus drivers, and the bus trailer. Mr. Warner described the dimensions of the parcel to accommodate the buses, personal vehicles, bus turning movements, and the traffic pattern in and out of the property, including student pickups and drop offs. He noted that there is a considerable amount of grade change and wooded area that will need to be cleared and excavated. A 40-foot wooded buffer would be maintained, adding that a fence has been recommended in this area to minimize the noise and emissions from the buses. A draft preliminary budget has been prepared, including for this 8 foot high sound attenuating fence.

Mr. Warner addressed the queuing issue for parent drop-offs and pick-ups at the Middle School. He recommended a traffic controller at one end of the property. He also commented on the grading issues. Because the parking lot is in an aquaphor protection district in Zone 2, Mr. Warner is recommending using a porous/permeable pavement. A discussion ensued.

Mr. Warner presented the bus parking cost estimate to prepare the site for site work, earth work, paving, plantings, and amenities, such as lighting, dispatch shed, sound barrier fence, and barrier gates. The costs are conservatively estimated at \$697,068, which does not include any engineering, permitting, and testing costs. He suggested that ongoing maintenance costs should also be factored in long-term, as there is a possible savings over time. Mr. Warner noted that if this project proceeded, the work could be done during the summer months. However, the biggest challenge is the acquisition of all necessary approvals from the town.

The Committee agreed that Ellen and Mr. Warner would meet with the Conservation Committee Chair and the head of the Conservation Department to understand any issues related to this project. Mr. Warner also confirmed that the lot behind the proposed library at 195 Main Street could not fit all 21 buses and personal vehicles.

- (e) Discussion and Possible Vote to Authorize the Chair to Sign the MSBA Notification of Total Point Rating Assigned to Contractors and Subcontractors on Division of Capital Asset Management and Maintenance (DCAMM) Standard Contractor Evaluation Form related to the Claypit Hill Windows and Repair Project/MSBA Accelerated Repair Program, pursuant to M.G.L. c.149, §44D(7):
Barb commented that the MSBA Notification of Total Point Rating assigned to contractors and subcontractors on Division of Capital Asset Management and Maintenance (DCAMM) standard contractor evaluation form is a standard document as part of the MSBA process.

Upon a motion duly made by Barb Fletcher, seconded by Kim Reichelt, the School Committee voted unanimously (4-0) to authorize the Chair to sign the MSBA notification as provided in the packets tonight.

- (f) Discussion of and Possible Vote to Authorize the Chair and Superintendent to Sign the Project Funding Agreement Budget Revision Request, #1 related to the Claypit Hill Windows & Doors Repair Project/MSBA Accelerated Repair Program:
Barb noted the revision in the Project Funding Agreement, #1, related to the Claypit Hill Windows and Doors Repair Project/MSBA Accelerated Repair Program. This revision did not change the totals but represents an administrative correction.

Upon a motion duly made by Barb Fletcher, seconded by Ellen Grieco, the School Committee voted unanimously (4-0) to authorize the Chair and the Superintendent to sign the Project Funding Agreement budget revision request #1 related to the Claypit Hill Windows and Doors Repair Project/MSBA Accelerated Repair Project as provided tonight.

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3. **Educational Matters:**

(a) Hear Superintendent's Report:

Paul noted that the back-to-school nights were successful and there was positive energy all around by both teachers and parents. The back-to-school nights exhibited the quality of education and how well the schools are operating.

As a board member of the Middlesex Partnerships for Youth, Paul commented that some of the District Attorney's biggest concerns are opiate overdoses. For this reason, he noted that our school nurses are looking into having a supply of Narcan, if needed.

Paul informed the School Committee that he will begin the Curriculum Spotlights at the October 17th meeting.

4. **Financial Matters:**

(a) Receive and Review FY16 End-of-Year Financial Report:

This agenda item was passed over because the Business Administrator was not present.

(b) Receive and Review FY16 End-of-Year Report Submitted to DESE:

This agenda item was passed over because the Business Administrator was not present.

(c) Review and Possible Approval of Pinck & Co. and Lockheed Window Corp. Invoices related to the Claypit Hill Windows Repair Project/MSBA Accelerated Repair Program:

Upon a motion duly made by Barb Fletcher, seconded by Ellen Grieco, the School Committee voted unanimously (4-0) to approve the invoices for Pinck & Co. in the amount of \$17,105.00 and Lockheed Window Corp. in the amount of \$109,883.65 related to the Claypit Hill Windows Repair Project/MSBA Accelerated Repair Program.

(d) Finance Subcommittee Update:

No update.

5. **Administrative/Procedural Matters:**

(a) Continued Review Letter of Agreement regarding the Engagement of Murphy, Hesse, Toomey & Lehane, LLP as the Law Firm Chosen by the School Committee to Represent the Wayland Public Schools and Possible Vote to Approve the Letter of Agreement and Authorize the Chair to Sign Such Letter of Agreement:

This agenda item was passed over.

(b) Discussion of Presentation regarding School Start Times:

Kim distributed an updated presentation and additional research regarding school start times. Kim noted that what little research is available regarding elementary aged children, the research shows very little or no impact on younger students. Kim also commented that issues vary among different towns.

A discussion ensued in terms of holding three public forums, locations for these forums, and a timeline.

(c) Communications Update and Discussion regarding Future Articles:

- *Discussion of Article regarding Support Organizations:*

Kim distributed an updated article regarding school support organizations. Barb made one clarification in the article. A discussion ensued regarding which media sources Kim will contact.

Upon a motion duly made by Barb Fletcher, seconded by Ellen Grieco, the School Committee voted (4-0) to authorize Kim Reichelt to submit the support organization article to the School Committee's distribution list as discussed tonight

- *Brainstorm Ideas for Other Articles/Communications:*

The School Committee discussed other topics for future articles. Suggestions included, school start times, the budget, a follow-up on the Northeastern Study, the Fine Arts program, interview the three new administrators, and interview department heads, teachers, and curriculum leaders.

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6. **Matters not Reasonably Anticipated by the Chair:**

Kathie requested that a discussion regarding the selection criteria for peer towns be put on a future agenda. Barb commented that the Finance Subcommittee will discuss this matter at its next meeting and the School Committee will discuss on October 17th.

7. **Consent Agenda:**

(a) Approval of Accounts Payables & Payroll Warrants:

- Wayland Public Schools Payroll Warrant, dated 9/28/2016, in the amount of \$1,387,211.65
- Wayland Public Schools Accounts Payables Warrant, dated 10/5/2016, in the amount of \$404,215.07

(b) Approval of WHS Wayland/Weston Crew Trip

(c) Approval of Minutes:

- Regular Session of September 6, 2016

Upon a motion duly made by Barb Fletcher, seconded by Ellen Grieco, the School Committee voted unanimously (4-0) to approve the Consent Agenda as presented tonight.

8. **Executive Session:**

Upon a motion duly made made by Ellen Grieco, seconded by Barb Fletcher, the School Committee voted unanimously (4-0) to enter Executive Session at 10:04 p.m. for the purposes of approving minutes from prior executive sessions, as permitted by M.G.L. c.30A, §22, for the following meeting: September 19, 2016. A roll call vote was taken as follows:

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Ellen Grieco, Chair	X	
Barb Fletcher, Vice Chair	X	
Jeanne Downs	absent	
Kim Reichelt	X	
Kathie Steinberg	X	

The School Committee will be joined by Paul Stein, Superintendent of Schools, Brad Crozier, Assistant Superintendent, and Diane Marobella, recording secretary.

The School Committee will reconvene in open session for adjournment purposes only.

9. **Adjournment:**

Upon a motion duly made by Barb Fletcher, seconded by Ellen Grieco, the School Committee voted unanimously (4-0) to adjourn at 10:10 p.m.

Respectfully submitted,

Paul Stein, Clerk
Wayland School Committee

Observers:

Maureen Tillett, Boosters
Mark Lucier, Boosters
Tom Sciacca, WVN, BUZZ
Molly Upton, Wayland
Alice Boelter, Wayland
Rebecca Lloyd, Wayland
Merline Bhukhanwala
Lin Shimoto
Cliff Yu, Wayland

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Corresponding Documentation:

1. Agenda & Backup Information
2. Accounts Payables & Payroll Warrants
3. Wayland Library Site Plans
4. Recreation Commission Warrant Articles
5. Evaluation & Rating of Contractor Performance Document related to the Claypit Hill Windows & Doors Project
6. Revised Project Funding Agreement for the Claypit Hill Windows & Doors Project
7. Invoices related to the Claypit Hill Windows & Doors Project
8. Draft Article – Thank you to the school support organizations
9. Research regarding School Start Times
10. PowerPoint regarding School Start Times
11. Trip Request for the Wayland/Weston Crew Team to New Hampshire and New York
12. Regular Session Minutes of September 6, 2016
13. Executive Session Motion