

MINUTES – WAYLAND SCHOOL COMMITTEE
Budget Work Session/Regular Meeting – January 9, 2017

A Budget Work Session/Regular Meeting of the Wayland School Committee was held on Monday, January 9, 2017, at 7:00 P.M. in the School Committee Room of the Wayland Town Building.

Present were:

Ellen Grieco, Chair
Barb Fletcher, Vice Chair
Jeanne Downs
Kim Reichelt

Absent:

Kathie Steinberg

Also:

Paul Stein
Superintendent

Brad Crozier

Assistant Superintendent

Marlene Dodyk

Director of Student Services

Susan Bottan

Business Administrator

Also:

Christie Harvey, Claypit Hill Principal
Jim Lee, Happy Hollow Principal
Brian Jones, Loker Principal
Leisha Simon, Director of Technology & Accountability

Chair Ellen Grieco convened the budget work session/regular session at 7:04 P.M.; the meeting is being recorded by WayCAM.

1. Comments & Written Statements from the Public:

David Spencer, a resident of Damon Farms, commented on the possible parking of the school buses on Route 30/Commonwealth Road. He does not support this location for the buses due to extreme traffic during the early morning hours, not to mention the 40 or so apartments recently constructed in the area that will bring additional cars to the area. Mr. Spencer feels that the overall property values will be impacted as well. He asked the School Committee to consider a traffic study after the apartments have opened if, at that time, Commonwealth Road is still being considered.

Denis O'Driscoll, also a Damon Farms resident, has the same concerns, including the risk of environmental and health issues particularly for the children.

Arthur Romania agrees with the previous comments and concerns. He asked the School Committee to find a location for the buses that is away from a main road and as far away from houses as possible.

Tom Sciacca commented that the Route 30 location being considered for bus parking has conservation issues as well as traffic issues. He noted the concerns for the town beach area, the Dow site, and the Middle School. In Tom's opinion, the Claypit Hill site is the least invasive location.

Tom Sciacca stated that there is a difference between price, cost and value. He commented on the negotiations process and the benefits that non-resident teachers receive, such as their children being able to attend the Wayland Public Schools. Tom suggested that, during the process, there could be some compromise in return for this benefit.

MINUTES – WAYLAND SCHOOL COMMITTEE
Budget Work Session/Regular Meeting – January 9, 2017

Denis O'Driscoll asked about the River Road site that was being considered by the School Committee for bus parking. Barb replied that this site was withdrawn from the process. Susan explained the reason for this withdrawal as being a wetlands issue.

2. **Special Matters:**

(a) Budget Work Session – Review of Budget for Elementary Schools and Technology:

Elementary Schools:

The School Committee asked questions of the elementary principals about the possible implementation of the world language immersion program, the request for additional guidance support, the value of Chromebooks and iPads, stipends to combine programs with Wayland School Community Programs rather than an after school offering, and the value of the assistant principal at Claypit Hill.

There is excitement about the possibility of the world language immersion program, but there is much to consider regarding this program. A coordinator would be hired in FY18 and would work out the details for the program in terms of what is best for Wayland. The program could be implemented in September 2018. Jim described the model being considered in terms of natural matriculation to the upper grades. The program is designed for those students who are not bi-lingual. Spanish is the preferred language because it is the most used language in the United States, is a romance language, and finding a bi-lingual Spanish teacher would be easier than for most other languages. Paul explained how a language offering could fit into the 6th grade schedule. The possibility of under- or over-subscription was discussed, including what each would mean in terms of the model. A second language could be considered depending on the interest across the district.

Christie commented on the benefit of having an assistant principal. Not only has Heidi's presence freed up some of Christie's time, but accessibility has been the main difference for teachers, parents and students. Everyone is better supported and communication is more efficient. In addition, Heidi is a resource for the faculty, and she does evaluate 12 faculty members. Christie elaborated on the evaluation process.

Brian and Jim addressed the benefit of additional guidance support and how it will impact the students. More support is needed to address the social and emotional wellbeing of the students. The change in the role of the guidance counselor has changed over the years, there is more teaching about the social and emotional curriculum, and there is testing that takes more time. Jim elaborated on these three factors noting that teaching contributes to solving problems before they happen, such as anxiety and stress in dealing with complex issues in today's world. As a preventive measure, case conferencing starts at the preschool level at The Children's Way before students enter Kindergarten.

The principals would prefer to enhance the core curriculum rather than charging a fee for certain programs through Wayland School Community Programs. They consider this to be low cost producing a high impact to the curriculum and students. Christie described the increased effort towards providing exercise and fitness for students.

Finally, the principals and Leisha addressed the value of Chrome Books and iPads at the elementary level. Leisha commented on the outdated equipment in 4th and 5th grades and the replacement cycle with Chromebooks. She also noted the need to replace 80 outdated iPads. Leisha explained the availability of funds in the amount of \$50,000 for these initiatives and the \$40,000 in unmet needs for the K-2 initiative.

Technology:

Leisha confirmed that there is a \$40,000 increase for computer equipment and parts for teachers' laptops. Leisha distributed a spreadsheet regarding her five-year long range plan for technology. She clarified all the parameters that include an equipment lease, a staff lease based on three different models, Happy Hollow and Claypit Hill labs, a high school lease, middle school lease, three carts for the elementary schools, and the identified elementary unmet needs, such as Chromebooks and iPads.

Barb left the meeting at 8:11 p.m.

Leisha described the unmet needs noted on the spreadsheet. Related to the discussion that followed, Leisha noted that this plan would be the end of the rollout for the 1:1 initiative. In terms of data security, Leisha commented that there are no issues regarding the high school Macs or the Chromebooks. Leisha addressed the process for contacting vendors regarding student data privacy and the plan that was put in place and the status of signing up the vendors contacted.

MINUTES – WAYLAND SCHOOL COMMITTEE
Budget Work Session/Regular Meeting – January 9, 2017

Barb returned to the meeting at 8:20 p.m.

There is a strong need for instructional support for the teachers, and there is a request for additional technology support at the high school. Although there is a computer technician who works on the teacher and student Macs in terms of troubleshooting the hardware, AV support is taking time from the schedules of the computer technician, the technology instructional specialists, and the digital literacy coach. Leisha elaborated on this matter. The growth of technology use is driving the level of support needed.

Leisha addressed the reprioritization in the capital budget for the AV equipment. She is concerned with the outdated equipment currently and recommended a maintenance schedule to replace the AV equipment. The requested funds were to begin the process, but not replace everything at once. Susan referred to and explained a newly prioritized list of capital projects reviewed by the Administrators. She added that the Finance Committee may postpone the AV equipment a year and may move into the operating budget. A discussion followed in this regard and will be continued at the January 12th meeting.

- (b) Continued Discussion of Budget Drivers, Assumptions, Fees and Funding Sources, and Requests for Information:
The School Committee reviewed a draft spreadsheet to use in the Committee's budget discussions at the next meeting, including stepping stones and the unmet needs. Capital will be added.

The School Committee discussed its priorities in the operating budget, such as those that would impact more students going forward. These are the elementary world language immersion program and the high school interdisciplinary program. The middle school writing lab is also a priority to some members.

Susan noted that the Errata is about \$3,769 due to a retirement notification. Susan also provided the School Committee with an up-to-date fee schedule. The Committee reviewed the fee schedule in comparison with its peer towns.

3. Educational Matters:

- (a) Superintendent's Report:

Paul commented that at one of the community budget sessions a question arose about the year in which students entered the METCO program. For some time, there have been 137 students in the program and, based on that number, Wayland receives state reimbursement. Paul cited the percentage of students and the grade when the current students entered the system – 31% in Kindergarten, 30% in first grade, 18% in second grade, 9.5% in third grade. The older grades took in about 10% of students; however, no students began their education in Wayland at the high school level. Students are placed in grades that will not require additional staff. A discussion followed in this regard.

Paul announced that WHIRL – Wayland High Innovation Realization Lab – will hold a winter innovation expo on Friday during fifth block that will display its creative projects. Paul described one of the projects.

4. Financial Matters:

- (a) Review of Budget Meetings and Development of Budget Book:

In terms of posting a legal notice regarding the School Committee Budget Hearing, the Committee discussed the timing requirement for posting a legal notice prior to a hearing. At its January 19th meeting, the Committee will discuss and begin preparing the Budget Book and the budget hearing presentation. Ellen informed the School Committee of the budget meeting schedule going forward.

- (b) Discussion regarding the School Bus Parking Report dated January 17, 2017 from The Engineering Corp.:

Susan noted that the second school bus parking report provided additional information on two new sites – the Loker recreation site and the Middle School site. Conceptual plans for the two new sites and cost estimates were given for all five sites. Susan reviewed the cost estimates and additional information with the School Committee. The Committee again reviewed the sites and possible options, including the challenge of being in close proximity to neighborhoods. Based on the first presentation by Werner Larson, the School Committee would like more detail regarding the cost of the land preparation for the sites.

First Student does not recommend splitting up the buses and parking in two different locations for various reasons, including the logistics of management. First Student has offered a location in Marlboro for the buses during the summer at no cost to Wayland if the need arises and advised that the work involved to prepare a site will take more

MINUTES – WAYLAND SCHOOL COMMITTEE
Budget Work Session/Regular Meeting – January 9, 2017

time than might be expected. Barb reviewed a few locations in Wayland that are not available for bus parking for several reasons, such as St. Ann's Church, Camp Chickamee, 91 Oxbow Road and River Road.

After more discussion and review, the School Committee removed the town beach parking lot from its list of possible sites. This discussion will resume at the January 12th meeting in hopes that more information can be provided about the Loker site, the logistics of the middle school property, and the use of multiple sites.

- (c) Review and Possible Reprioritization of FY18 Capital Requests:
This topic was discussed earlier in the meeting.

5. **Administrative/Procedural Matters:**

- (a) Continued Discussion regarding Superintendent Search Process and Timing, including Selection of Screening Committee and Communications:

Jeanne updated the School Committee on the search process. The last focus group will be held this evening, the survey is open until Friday of this week, and the Screening Committee applications are due by Friday at 5:00 p.m. Approximately 8 applications have been received thus far. Additional announcements will be sent via the All School News, Constant Contact and other news outlets. Jeanne will also follow up regarding the school staff and parent appointees with WTA, WESA and the PTO.

- (b) Update and Discussion regarding School Start Times:

The School Committee will review the surveys at its January 12th meeting. Kim asked the Committee if it felt that more public meetings would be helpful to further inform the community. Paul suggested that the results of the surveys be compiled first, which could be included in the discussions.

Kim announced that Judith Owens was speaking in Sudbury, should a member be able to attend.

- (c) Discussion of Public Communication regarding Historical Government Administrative Rulings:

Given the favorable outcome from the Attorney General regarding a recent OML complaint, the Committee discussed the possibility of publicizing this finding. This suggestion was discussed by the School Committee, including one to discuss the findings, favorable or not, at a subsequent meeting. Barb will update the Open Meeting Law spreadsheet.

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

In light of the special budget presentations at which one or two members attended, Barb asked the Committee to bring any points made or questions asked by the public to the next meeting.

Barb noted that the School Committee will pass over 7(b) in Executive Session and 8(a) in the continuation of regular matters, as the minutes were not available at this time.

7. **Executive Session:**

Upon a motion duly made by Ellen Grieco, seconded by Barb Fletcher, the School Committee voted unanimously (4-0) to enter Executive Session at 9:50 p.m., pursuant to M.G.L. Chapter 30A, Section 21(a)(3) to discuss strategy with respect to and in preparation for collective bargaining with WTA, WESA, Custodial and Food Service Unions representing school employees because an open discussion 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. 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	X	
Kim Reichelt	X	
Kathie Steinberg	absent	

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.

MINUTES – WAYLAND SCHOOL COMMITTEE
Budget Work Session/Regular Meeting – January 9, 2017

8. **Regular Matters (continued):**

- (a) Possible Vote to Declassify Executive Session Minutes as Listed on the Meeting Notice:
Passed over, as this matter was passed over in executive session.

9. **Adjournment:**

Upon a motion duly made by Ellen Grieco, seconded by Barb Fletcher, the School Committee voted unanimously (4-0) to adjourn at 10:22 p.m.

Respectfully submitted,

Paul Stein, Clerk
Wayland School Committee

Observers:

Tom Sciacca, WVN, BUZZ
Carol Plumb, Wayland

Corresponding Documentation:

1. Agenda & Backup Information
2. Technology Next Year/Current Year Budget Analysis
3. FY18 Budget Analysis
4. Technology Long Range Planning Spreadsheet
5. Fees Analysis for Peer School Districts
6. Massachusetts Public Schools Survey of Fees
7. METCO Students – 2016/17 Enrollment by Entry Grade Level
8. Budget Increase Comparisons for Peer Towns
9. Five-Year Capital Plan Request
10. Status of Capital Funds as of January 2017
11. School Bus Parking Site Evaluation by The Engineering Corporation