

MINUTES – WAYLAND SCHOOL COMMITTEE

Regular Meeting – April 24, 2017

A Regular Meeting of the Wayland School Committee was held on Monday, April 24, 2017, at 7:00 P.M. in the School Committee Room of the Wayland Town Building.

Present were:

Ellen Grieco, Chair
Nate Buffum
Jeanne Downs
Kim Reichelt
Kathie Steinberg

Also:

Paul Stein
Superintendent

Brad Crozier
Assistant Superintendent

Marlene Dodyk
Student Services Director

Susan Bottan
Business Administrator

Also:

Ben Keefe
Public Buildings Director

Recreation Commission

Asa Foster
Heidi Seaborg
Frank Krasin
Christopher Ryan Fay

Weston & Sampson

Gene Bollinger
Cassidy Chroust
Kevin MacKinnon

Chair Ellen Grieco convened the regular session at 7:00 p.m.; the meeting is being recorded by WayCAM.

1. **Executive Session:**

Upon a motion duly made by Ellen Grieco, seconded by Kathie Steinberg, the School Committee voted unanimously (5-0) to enter Executive Session at 7:01 p.m., to discuss a residency matter, as permitted by M.G.L. c.30A, §21(a)(7); in order to comply with the Massachusetts Student Records Regulations, 603 CMR 23:00; the Family Educational Rights and Privacy Act, 20 U.S.C., s. 1232g; and the Massachusetts Right to Privacy Law, M.G.L. c.214, s.1B. A roll call vote was taken as follows:

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Ellen Grieco, Chair	X	
Nate Buffum	X	
Jeanne Downs	X	
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. In addition, the School Committee will be joined by certain parties whose names will remain confidential.

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The School Committee will reconvene in open session to conduct regular matters as listed on the meeting notice.

2. **Special Matter:**

(a) Discussion with the Recreation Commission and Presentation by Weston & Sampson regarding the High School Master Plan for Athletic Fields and Stadium:

The Weston & Sampson representatives provided an update on the progress of the Strategic Master Plan for the sports and recreational facilities at the High School. Since some areas are not fit for use, it was noted that the facilities are in need of urgent attention and present safety issues for the school and town recreational programs, particularly on the track and field facility. The goal is to restore the facilities to a high-performing level. Another public meeting will be scheduled soon at which the preferred Master Plan will be presented.

Prior to the presentation, some history of the original assessment of the property in 2010 was given in which capital improvements were identified on some of the fields, bleachers, and lights. However, nothing has been accomplished since 2010. Some of the concerns are that there aren't enough rectangular-shaped fields in Wayland to accommodate school and town use and the drinking water and natural resources must be protected, as expressed at public meetings. A master plan and open space and recreation process was also undertaken by the town during the summer of 2016 and need and deficiencies were identified at that time.

The presentation included an update on the master plan process, an existing conditions analysis and urgency of repairs, site constraints, environmental compliance and well head protection, an initial draft preferred improvements plan, a phase-in strategy and some of the associated initial costs. Some of the current findings include:

- Natural and synthetic fields are deteriorating.
- The track is deteriorating and track meets must be held in other towns.
- The bleachers are non-compliant.
- The tennis courts are deteriorating and could impact tennis events.
- Storage space is insufficient.
- The JV baseball field has safety issues.

The timeline of the funding, designing, and permitting processes was reviewed in terms of the spring 2018 Town Meeting. Site constraints include the well head protection zones, wetland resource areas, the flood plain, and the Sudbury River watershed and wildlife habitation.

An update was given regarding the wells that are adjacent to the property, including the history of the installation of the two wells in the 1940's and 1950's, Zone 1 radius regulations and grandfathered land use. Most recently, the wells were replaced adding a third well. A DEP Order of Conditions was approved and issued when the turf field was put in. Kevin elaborated on compliance with the Order of Conditions and processes moving forward.

The Preferred Improvements Plan was explained, including the demand based on the number of groups, in and out of town, using the facilities. The layout/footprint of the facilities was described, noting that there are three stages to the phasing strategy. The estimated budget for this endeavor is between \$6.4 and \$8M with the following breakdown of costs:

- Phase 1 - \$3.5 - \$4.0M
- Phase 2 - \$1.7 - \$2.2M
- Phase 3 - \$1.2 - \$1.8M

A Q & A followed the presentation. Ben Keefe addressed the timing of the process in terms of the November Special Town Meeting. A discussion ensued regarding funding. The School Committee and Recreation Commission agreed that the Chair of each committee will have discussions with the Board of Selectmen and/or the Finance Committee.

3. **Financial Matters:**

(a) Update and Continued Discussion of Correspondence regarding Rising Fifth Grade Class Sizes:

Given the increase in the 5th grade class at Claypit Hill School for the 2017-2018 school year, Paul asked the School Committee for its approval to fund an additional 5th grade teacher. Susan noted that since she reported on the second quarter Financial Report, the administration has identified a savings in non-personnel expenditures. Susan recommended that the SPED prepay be increased from the budgeted \$200,000 to \$268,500. The increase of \$68,500 will cover the cost of a Masters 7 teacher's salary. Susan explained the process. Paul noted that this

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should be a one-time expense, adding that when the 5th grade class moves to the Middle School, enough staffing is available. Dr. Harvey will move forward with the planning of the additional 5th grade classroom.

Upon a motion duly made by Ellen Grieco, seconded by Kim Reichelt, the School Committee voted unanimously (5-0) to authorize the School Department to increase the SPED Prepay for FY17 from \$200,000 to \$268,500.

(b) Continued Discussion of Proposed Bid Process and Draft RFP to Obtain Space for School Bus Parking, Possible Vote to Approve RFP and related Next Steps:

Susan provided a revised draft of the RFP and a revised schedule which was also shared with school counsel, town counsel and John Senchyshyn in terms of the insurance requirements. School and town counsels recommend that the School Committee present to the Board of Selectmen to obtain its authorization to conduct the RFP, as the RFP will be put forth by the town. Susan explained why this process would be taken on by the town and the Board of Selectmen in terms of Town Meeting and what is anticipated regarding the request for appropriation for an annual expense. A discussion ensued in terms of a multi-year lease vs. a one-year lease.

Upon a motion duly made by Jeanne Downs, seconded by Kim Reichelt, the School Committee voted unanimously (5-0) to designate Ellen and Susan to go to the Board of Selectmen and release and distribute the Request for Proposal.

Susan also reported that school counsel has provided language in terms of the lease agreement with those companies who respond to the RFP. The timeline to move the buses from the current location has shifted from March 2018 to May 2018, which will cause the draft RFP schedule to change as well.

Kathie reported on other sites in town, such as the old landfill. Kathie explained the Department of Public Works' pursuit of information in a study done by Weston & Sampson in terms of the department's needs and the possibility for the School Committee to be included in this process, given the Committee's continued interest in this property for school bus parking.

A representative from the Board of Public Works commented that the process for the study has begun and would like to hear from the School Committee in a more formal and official capacity in order to identify the School Committee's preferences in terms of the study. The goal of the Board of Public Works is to pinpoint a lay down area, among other things. Susan will follow up with the Board of Public Works before the study gets underway within the next month.

A discussion ensued about the other sites under consideration, including the site on Route 20 near the Transfer Station and across from where the buses are parked now, as mentioned in a public comment at an earlier meeting. The School Committee agreed that parking the buses in neighborhoods/residential areas are its last preference. However, the RFP process must be complete before a final decision can be made.

The School Committee reviewed a public communication regarding the bus parking issue. A separate page will be created on the web site solely to provide bus information for the community.

4. Comments & Written Statements from the Public:

Ellen thanked a packed room of residents for their emails regarding the bus parking and noted that she will respond. Ellen reiterated that parking the buses in neighborhoods will be a last resort if all other options are not achievable.

The comments made by the public pertained to the high school athletic facility and school bus parking.

Maureen Tillett of Boosters commented that Boosters supports the Athletic Facilities Master Plan, as there are serious safety issues, and it is a financial burden when teams travel outside of Wayland.

Other comments about the athletic facilities included the following topics:

- The number of new tennis courts and accessibility
- The concern of putting fields in the Middle School woods
- The lack of rectangular fields and concerns
- The discrepancy in the cost of this plan according to Weston & Sampson vs. the FinCom's estimate
- The safety issues of an artificial turf field

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Bus parking comments included the following:

- Dudley Pond Association's concerns regarding water pollution; a letter from the Executive Board was read by Judy Currier
- A representative from the Surface Water Quality Committee read a letter requesting that the middle school parking site be removed from the Committee's considerations.
- An impact to the environment and a public health impact
- Safety and traffic concerns in the Claypit Hill area
- The vulnerability of children in terms of health hazards at all schools; send a clear message to FinCom regarding funding
- Eliminate neighborhoods and school properties off the table before Town Meeting
- Move out of town to an industrial site
- Update regarding out of town sites and the timeline and funding (Ellen responded)
- Project cost out ten years in terms of funding
- The new library at the middle school site that could include bus parking
- Split up the buses – some in town and outside of town

5. Educational Matters:

(a) Hear Superintendent's Report:

Paul noted that the Pops Concert was held recently, which is always a wonderful event.

Paul attended the Holocaust Remembrance event in Natick at which Peter Gossels was the keynote speaker. It was a touching program and representative of the Wayland community. Marlene commented on another holocaust remembrance program in Framingham at which Wayland students were in attendance.

Paul provided a list of 40 Technology and Curriculum Spotlight presentations that he has done over the past three years, all of which he presented to the School Committee.

Paul reported that the Kindergarten enrollment for next year is 209, 24 over projection, with 10 sections. Nine out of 10 sections will be over the current enrollment guidelines. He noted that one or both of the following two options will address this issue: 1) hire a kindergarten teacher and/or 2) increase the size of some buffer zones. To avoid having a wait list for full-day Kindergarten, there will be a hybrid classroom at each elementary school. The recommendation is to add a tenth Kindergarten classroom at Loker, given space issues at all schools. A discussion ensued in this regard.

(b) Receive and Hear Presentation of the "Using Data Wisely" ACE Report:

ACE (Accomplishments, Challenges, and Exemplar) Reports are part of the cycle that begins with the system-wide goals that lead to the School Improvement Plans that reflect the goals but have their own strategic initiatives. The ACE Reports report on the strategic initiatives at the end of school year. One or two areas will be highlighted for one of the schools, as all schools are represented in the report.

Measuring the Achievement Gap:

Several key elements were reviewed for the purpose of creating a database using baseline data to assess testing and benchmarking for Grades 3 to 5 in reading and math. The data provides the percentage of Middle School students with a grade of B- or above, the percentage of Middle Schools students in accelerated math and the percentage of Grade 8 students in accelerated science. For High School students, the data shows the percentage of those with an unweighted GPA of 3.0 or above and the percentage of those students taking at least one AP or honors class. Paul elaborated on the data for each category.

Paul reported on the RADAR (Resource Allocation and District Action Reports) Project which resulted from the work Susan did with the District Management Council regarding data and resource allocation. The State became involved in this project in a different way. They created new data tools and asked for a cohort of people of about 4 or 5 people from 8 districts to participate. The "stakeholder" team included Susan, Paul, Brad Crozier, Marlene, Dodyk, and George Benzie. Susan described the types of data they looked at for the purpose of creating an action plan for Special Education programming. Susan and Marlene elaborated on the results of the data to realign the resources in the Special Education Department for three programs: (1) IEP referrals in Grades 1 to 3, (2) the Child Study Team at the Middle School, and (3) the use of an RTI model to improve Middle School students' functioning skills.

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Next year's funding resources will be shifted from funding Teacher Assistants at the Middle School to hiring a 1.0 FTE Special Education teacher. A discussion followed in this regard.

6. **Administrative/Procedural Matters:**

(a) Update regarding School Start Times, including the Possible Formation of a Task Force:

Paul reported on the formation of a School Start Times Task Force which included 6 parents representing the 5 schools and The Children's Way, 3 teachers, as well as Brad Crozier, Allyson Mizoguchi, Christie Harvey, Kim Reichelt, Heath Rollins, and Katherine Brenna of the Recreation Department.

(b) Discussion of Superintendent's Evaluation Goals 1 and 2:

Goals 1 and 2 represent those things from last year that came to fruition and were further implemented this year. Paul took the School Committee through the binder of information that he prepared for them. The schedule for the evaluation process was reviewed.

(c) Discussion of and Possible Vote to Approve School Committee Officers and Representatives on Various Committees, Organizations, and Subcommittees:

The School Committee discussed the replacements for the following:

- Finance Subcommittee – Kathie Steinberg
- Policy Subcommittee – Kim Reichelt
- PTO – Ellen Grieco
- Middle School liaison – Nate Buffum

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

None.

8. **Consent Agenda:**

(a) Approval of Accounts Payables & Payroll Warrants:

- Wayland Public Schools Accounts Payables Warrant, dated April 24, 2017, in the amount of \$167,700.18
- Wayland Public Schools Accounts Payables Student Activities Warrant, dated April 24, 2017, in the amount of \$2,602.74
- Wayland Public Schools Payroll Warrant, dated April 26, 2017, in the amount of \$1,459,760.15

(b) Approval of Minutes:

- Special Session of February 27, 2017
- Regular Session of March 6, 2017
- Special Session of March 9, 2017

Upon a motion duly made by Kathie Steinberg, seconded by Kim Reichelt, the School Committee voted unanimously (5-0) to approve the Consent Agenda.

9. **Executive Session:**

Upon a motion made by Ellen Grieco, seconded by Nate Buffum, the School Committee voted unanimously (5-0) to enter Executive Session at 10:46 p.m., to discuss strategy in preparation for negotiations with non-union personnel, the Superintendent, as noted on the meeting notice and as permitted by M.G.L. c.30A, §21(a)(2) as such 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; discussing strategy with respect to threatened litigation under Title IX Anti-Retaliation Provisions and M.G.L. c.149, §185 by the former athletic director against the Wayland Public Schools and the School Committee, as permitted by M.G.L. c.30A, §21(a)(3) as such 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 approval of Executive Session minutes, as permitted by M.G.L. c.30A, §22 for the following minutes: March 21, 2017, March 22, 2017, March 27, 2017, and March 31, 2017 - #1 and #2. A roll call vote was taken as follows:

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Ellen Grieco, Chair	X	
Nate Buffum	X	

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Jeanne Downs	X
Kim Reichelt	X
Kathie Steinberg	X

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

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

10. **Adjournment:**

Upon a motion duly made by Ellen Grieco, seconded by Kim Reichelt, the School Committee voted unanimously (5-0) to adjourn at 11:49 p.m.

Respectfully submitted,

Paul Stein, Clerk
Wayland School Committee

Observers:

See attached list.

Corresponding Documentation:

1. Agenda & Backup Information
2. Presentation by Weston & Sampson re: High School Athletic Facility Master Plan
3. Letter from the Dudley Pond Association
4. ACE Report – Using Data Wisely
5. Draft Lease of Land for School Bus Parking
6. Revised RFP Schedule for School Bus Parking
7. Draft Bus Parking Update Communication
8. Email from Town Administrator regarding Lease of Property for Bus Parking
9. Letter dated 3/8/2006 from Conservation Commission regarding DEP File 322 regarding Draining Work at Middle School Property
10. List of Superintendent's Technology & Curriculum Spotlights
11. Member Roster 2017-2018
12. Accounts Payables & Payroll Warrants
13. Special Session Minutes of February 27, 2017
14. Regular Session Minutes of March 6, 2017
15. Special Session Minutes of March 9, 2017
16. Executive Session Motions - #1 and #2