

## MINUTES – WAYLAND SCHOOL COMMITTEE

Regular Meeting – November 4, 2019

A Regular Meeting of the Wayland School Committee was held on Monday, November 4, 2019, at 7:00 P.M. at Boston Police Headquarters, 1 Schroeder Plaza, Boston.

*Present were:*

Jeanne Downs, Chair  
Nate Buffum  
Kim Reichelt  
Kathie Steinberg

*Absent:*

Ellen Grieco, Vice Chair

*Also:*

Arthur Unobskey  
Superintendent

Parry Graham  
Assistant Superintendent

Richard Whitehead  
Director of Student Services

Susan Bottan  
Director of Finance & Operations

*Also:*

Allyson Mizoguchi, WHS Principal  
Betsy Gavron, WMS Principal  
Brian Jones, Loker School Principal  
Christie Harvey, Claypit Hill School Principal  
Karyn Saxon, ELA Curriculum Director  
Tony Laing, METCO Director  
Caroline Han, Equity & Diversity Coordinator/METCO Academic Dean  
Mark Liddell, WHS METCO Coordinator  
JaNae Hood, WMS METCO Coordinator  
Latoya Downes, Elementary METCO Coordinator  
DeVaughn Cooper, Elementary METCO Coordinator  
Melissa Spellman, PTO President/Claypit PTO

Beginning at 6:30 p.m., the group enjoyed some refreshments. Chair Jeanne Downs convened the meeting at 7:12 p.m.

### 1. **Boston Parents' Meeting:**

- *School Groups/Discussions*

Each principal led a discussion from a list of questions that were answered by all those in the group. The themes covered in the discussions included building relationships, what makes children feel safe, welcome and supported in the schools, qualities that are admired in others, and those things in the schools that impress the parents.

- *Presentation by Tony Laing, METCO Director*

Tony highlighted several initiatives that he has or will be implementing, as well as the concerns that have been raised by parents and how they have been addressed.

Tony described the bus challenges and how he has improved upon the concerns about routes and morning drop off times in Wayland. Due to several bus conduct reports, there have been assigned seats for middle and high school students. The elementary buses have bus monitors which does alleviate this issue.

A METCO after school BASE program was implemented for all elementary and middle school students. The elementary program is mostly recreational, but there is a plan to hire a band/string coach who will most likely

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start in January. Two academic coaches are available for the middle school students while at BASE.

Tony emphasized the importance of a METCO Parent Directory that has been distributed to all those families who expressed their willingness to participate. This will allow families to communicate with others for various reasons. The back-to-school family orientation program has been revised; he explained. Tony's goal is to meet with every single Boston parent/family and urged those who have not set up a meeting to do so. He also emphasized that the Boston Parent Council will need new volunteers at the end of this school year and urged parents to think about serving on the council.

The Martin Luther King Program and Celebration will be held on Monday, January 20, 2020, at the ABCD Thelma D. Burns Building, 575 Warren Street, Dorchester. The accomplishments of the students will be celebrated, as well as having a keynote speaker. Tony described the program that is planned. There will be a Boston family meeting in December, but the location has yet to be secured.

Tony introduced DeVaughn Cooper as the second elementary coordinator who will support the students at Happy Hollow and Loker schools. He is a Wayland alumna of the class of 2010. Also introduced was Caroline Han, the academic dean for METCO students and the district-wide diversity and equity coordinator.

Tony answered questions from parents that included homework support for elementary BASE students, the possible resurgence of the STEM program, the status of Water Warriors, the structure of middle school BASE, and the change in venue for the MLK dinner.

- *Presentation by Caroline Han:*

Caroline touched upon her professional background, her professional achievements, and that of her personal life. Her goal is to promote equity in the schools so that every Wayland student achieves their full academic potential. Caroline described how she is working toward this goal each day by visiting classrooms to observe, to read stories, etc. She has joined the Affinity Groups at the elementary schools, she has weekly lunch discussions with middle school students, she checks in with high school students in the Diversity Room and CIGS classes, and will soon work with ninth graders in the Rising Scholars Program.

Another goal is to offer and expose teachers to new professional development opportunities, and she is working with Parry Graham to facilitate focus groups for the purpose of hiring more staff of color.

- *Public Comment:*

There were no public comments.

## 2. **School Committee Meeting:**

### (a) Financial Matters:

- *Review Prioritization, and Possible Vote to Approve FY2021 Capital Budget and Memo to Finance Committee/Board of Selectmen:*

The School Committee reviewed the memo regarding its prioritization of capital projects. Projects totaling \$4.6M were identified as those projects that will have quantifiable risks if not done in a timely manner. It will be sent to the Finance Committee and Board of Selectmen prior to the Finance Committee's meeting on November 18. The School Committee also discussed attending the Finance Committee's meeting on November 18.

Susan informed the School Committee that two capital projects have been reprioritized: the middle school stage and the air conditioning at Claypit Hill School. However, there are eleven outstanding unfinished projects, and the Town Administrator has asked that the School Committee prioritize its top three moving forward. As a result, the memo will be amended and updated by Kathie, including a new revised chart. The total will be reduced to \$4.3M, a reduction of \$292,500. Before sending the memo to the Finance Committee, Jeanne will also review it.

- *Review and Possible Vote to Approve Invoices for the High School Athletic Project and Loker Windows and Doors Project:*

Jeanne informed the Committee that the Permanent Municipal Building Committee approved the invoices for payment. The invoices for the athletic fields and stadium project total \$944,588.08 from Heimlich Landscaping

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& Construction, Tower Construction Corporation, Leftfield, and First Student. In addition, Colliers International submitted three invoices for the Loker windows and doors project totaling \$7,388.50. A question was asked about the timing of the payment of invoices for the Loker project.

Upon a motion duly made by Kathie Steinberg, seconded by Nate Buffum, the School Committee voted unanimously (4-0) to approve the invoices for the High School Athletic Project and the Loker Doors and Windows Project as outlined in the packet.

- *High School Athletic Complex Project Update:*

The second top coat on the track may be delayed due to the temperature; however, it can be lined temporarily. A Planning Committee may be formed to plan a community grand opening of the complex on April 7.

- *Discuss Upcoming Bus Contract Strategy:*

There was no update at this time.

(b) Administrative/Procedural Matters:

- *Diversity Training Update:*

There was no update at this time.

- *Review School Committee Meeting Calendar:*

The School Committee reviewed its meeting calendar that shows two back-to-back December meetings and several January meetings. It was decided that a public budget forum will not take place on the date noted.

(c) Consent Agenda:

- Approval of Accounts Payables & Payroll Warrants:

- Wayland Public Schools Accounts Payables Warrant, dated 11/4/2019, in the amount of \$286,409.00

- Wayland Public Schools Accounts Payables Student Activities Warrant, dated 11/4/2019, in the amount of \$50,012.34

- Approval of Minutes:

- October 21, 2019

Upon a motion duly made by Kathie Steinberg, seconded by Kim Reichelt, the School Committee voted unanimously (4-0) to approve the Consent Agenda.

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

Arthur will send the School Committee a draft of the newsletter that he and Ellen are working on that includes new bus routes beginning after Thanksgiving. Susan described the changes to the routes and the time that could be saved.

4. **Adjournment:**

Upon a motion duly made by Jeanne Downs, seconded by Kathie Steinberg, the School Committee voted unanimously (4-0) to adjourn at 9:46 p.m.

Respectfully submitted,

Arthur Unobskey, Clerk  
Wayland School Committee

**Observers:**

See attached.

**Corresponding Documentation:**

1. Agenda & Backup Information
2. METCO Presentation
3. Invoices for the WHS Athletic Project & Loker Doors & Windows Project
4. Spreadsheet re: Voted Capital Projects FY20 to FY25

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5. Accounts Payable & Payroll Warrants
6. Draft Capital Budget Memo
7. Regular Session Minutes of October 21, 2019