

MINUTES – WAYLAND SCHOOL COMMITTEE
Public Forum/Regular Meeting – January 4, 2016

A Regular Meeting of the Wayland School Committee was held on Monday, January 4, 2016, 7:00 P.M. in the Large Hearing Room of the Wayland Town Building.

Present were:

Ellen Grieco, Chair
Barb Fletcher, Vice Chair
Donna Bouchard
Jeanne Downs
Kathie Steinberg

Also:

Paul Stein
Superintendent

Susan Bottan,
Business Administrator

Marlene Dodyk
Director of Student Services

Also:

Rebecca Puolo, WMS Math Curriculum Leader & Math Coach
Dan Gorsky, WMS Math Teacher
Ken Rideout, WHS Science Department Head & Teacher

Chair Ellen Grieco convened the Regular Session at 7:06 P.M. and noted that the meeting is being recorded by WayCAM. Ellen recognized and remembered Jesse Alfman, a student from Claypit Hill, who recently passed away.

1. **Special Matters:**

(a) Meet with Student Council Representatives:

Dan Keating, President of Senior Class, and Ben Dickstein, Treasurer of Senior Class, met with the School Committee. They reported that everything is going well with athletics and gave high praise to the soccer coaches. They are both enjoying their academic courses and are experiencing more freedom as a result of course selection. However, Dan and Ben both feel that Advisories need some adjustment in terms of the freshmen class by scheduling structured time when the freshmen and upper classmen can find time to meet and get acquainted. This would alleviate some of the issues associated with a new school. As a student in Fine Arts, Ben praised the programs. The activities that will take place during Winter Week were also mentioned. Both students noted that they were fortunate to have a great high school experience.

(b) Presentation regarding Ramp Up Courses:

Paul prefaced the teachers' presentation by stating that Ramp Up Courses is a concept that focuses on students in the middle to help ramp up their support so they can take on more challenging material, particularly in honors classes. This is currently a pilot program for 7th grade math, and 11th grade history and science students that began during the summer in preparation for their fall courses.

Dan Gorsky and Rebecca Poulo gave an overview of the ramp up courses. There were a total of 16 middle school students, all of whom Dan met during the summer. Rebecca now meets with them once a week after school. Depending on the day, the class can range from 8–14 students. Rebecca described how she helps these students.

Ken Rideout described the program at the high school in history and science for which 15-20 students were invited to participate. He meets with about 5 students on Thursdays and others during a free or lunch block period or on a Saturday morning. Ken noted that out of 8 high school students, 4 went back to the college level and 4 stayed in honors.

Donna described Weston's programs in this regard and asked the teachers to compare Wayland's ramp up courses to them. She also asked them to report back to the School Committee in April regarding the test pilot.

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It was decided to go through the entire year before reporting back. Paul commented that the goal is what's important, not the model, and asked Dan, Rebecca, and Ken to think about the resources available and how they can best reach the goal based on these resources.

2. **Budget Forum:**

(a) Presentation of the Superintendent's Recommended FY17 Budget:

Paul gave a brief overview of his recommended FY17 budget, commenting that the budget is based on pillars of ideas that came from the summit and the district-wide HEART goals. Further, the operating budget is designed to enhance the education of the students and make things happen.

Before he and the administrators can build/develop the budget, they must decide what the level services budget represents. Paul described how the budget is built and how it is affected by fiscal realities, including the Finance Committee 2.5% Guideline which represents \$918,000. He noted the items that go into a level service budget, such as contractual obligations and monitoring enrollment for Regular Education and Special Education, and to maintain a level service budget would be approximately a 3% increase from last year's budget. Paul also reviewed the reductions built into his recommended budget for a total of \$205,208.

As a cost neutral proposal that would create a savings of \$139,000, he recommended the lease of the high school computers be extended for one year. This would allow for the installation and implementation of a new Student Information System at a cost of \$100,000. A 0.5 FTE Claypit Hill Assistant Principal and a 0.5 FTE Student Services Assistant Director represents some of the unmet needs and additions built into the recommended budget. However, if the task were to meet the FinCom's Guideline, these two half-time positions would be eliminated. If there were no financial constraints, Paul listed the unmet needs that he asked the School Committee to consider totaling \$218,301.

The Superintendent's recommended FY17 budget represents \$37,743,231 or a 2.8% increase, in comparison to the 3% increase for a level services budget.

(b) Q & A Session between the Public and the School Committee:

Michael Hopps, WHS computer science teacher since 2003, began his tenure with six students and he now has fifty. He informed the Committee how the program has expanded in its offerings and topics since then, as technology is the fastest job market in the country. This year, Michael has over 100 students and feels that the time has come to propose an elective for students who have taken computer science that will allow them to expand their education in developing software solutions (create, invent, and problem solve). Michael's concern is the 0.6 FTE reduction at the high school, as it could prevent this proposal from coming to fruition. He asked the School Committee to consider the preservation of funding at the high school for the purposes of moving computer science forward.

High School junior Sarah Raines advocated for a computer science course at the high school and asked the School Committee to reconsider the 0.6 FTE reduction at the high school. She took a computer science class in her sophomore year, but is not taking one this year, as there is no offering. Sarah would like to pursue a computer science career.

Jack Bachman supports a new computer science course. He described his experience and the internships with which he is participating. In his opinion, a new course would allow the opportunity for kids to move upwards.

Brenda Hsu commented that her daughter took A/P computer science. As a professional in the computer business, she feels that the force of having multiple kids working together on a problem is more powerful, creates a more formalized path, and is so critical to employment opportunities and internships. She emphasized the need for computer science. Brenda also supports music offerings and labs and urged the School Committee to consider a new computer science course.

Tom Sciacca believes the focus of the schools should be electronics and noted that the schools should invest in biology, as the dominant technology of the 21st Century will be biology. He also believes that schools should be educating students as opposed to training them.

Claypit Hill music teacher, Bernadette Vanaria, urged the School Committee to consider adding the 0.5 FTE Assistant Principal to the operating budget. She commented that the school has done without an assistant

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principal and the job by the principals, past and present, has been done well. However, it takes a village and the time has come, due to the increased needs of the students, to hire an Assistant Principal.

As a Claypit Hill parent, Robin Jones strongly supports the need for an Assistant Principal, as the bar has been set extraordinarily high. She urged the School Committee to consider this position when deliberating.

Win Treese commented that this is not the best time to pull back on the computer science curriculum. He referred to the state's guidelines surrounding digital literacy.

A parent commented that there is a photo board at Claypit Hill that represents 101 people/staff who could be supported by the Assistant Principal position. She noted that the town is spending \$150,000 to research a new library facility when the School Committee is considering reducing its budget by \$200,000 and possibly adding a computer science class.

Larry Stewart noted his support of a new computer science class at the high school and the other schools.

President of Boosters, Maureen Tillett, commented that the Athletic Director has put together a budget that truly represents what it costs the families. In her opinion, the taxpayers can afford to take care of the town.

Rebecca Lloyd also supports the Claypit Hill Assistant Principal, as well as the recommended programs.

- (c) Comments & Written Statements from the Public:
This comment period was included in the Q & A session.

3. **Educational Matters:**

- (a) Superintendent's Report, including Curriculum Spotlight #7:
Paul informed the School Committee that enrollment has increased by 7 students in the last month – 4 at Happy Hollow, 1 at Claypit Hill, 1 at the High School, and 1 at Loker.

Curriculum Spotlight #7 – Technology & The World Language Classroom:

Paul reviewed the technology used in teaching World Language. The Programs are as follows:

- Edmodo.com (Learning Platform): This program is easier to use, provides a discussion forum, and promotes group work, is a survey and testing site, and interfaces with Google Drive.
- Google Classroom (Learning Platform): This program keeps the students organized and promotes a paperless classroom.
- Google Docs & Forms: This program allows teachers and students to share documents, allows comments, is a quiz/survey generator, and provides Google add-ons.
- Lingt Language.com: This program allows for easier communication between student and teacher via voice recordings.
- VoiceThread.com: This program allows for better communication between student and all other class members, supports voice recording, and allows students to comment on each other's recordings.
- Quizlet.com: This program supports vocabulary practice via flashcards, games, and pictures.
- Conjuguemos.com: This program is a vocabulary practice site, allows grammar practice, and it generates quizzes.
- Kahoot.com: This program supports interactive practice and is a survey generator.
- Archchinese.com: This programs allows students to practice writing Chinese characters, as well as providing stroke order.

Other technology features include Online Textbook Components, a Promethean Interactive Whiteboard, Internet Access, and Skype. In summary, Paul noted that there are many resources available to teachers and students that allow an authentic proficiency based approach to teaching.

4. **Financial Matters:**

- (a) Update and Possible Vote of Design and Engineering Services for Happy Hollow and Loker School Renovations:

On behalf of Ben Keefe, Barb reported to the Committee that he issued a request for design and engineering services for the Happy Hollow nurse/kitchen renovation and Loker kitchen renovation. Ben intends to award the

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contract to TBA Architects not to exceed \$40,000. This project was approved at prior Town Meetings but is not an MSBA project. Ben would like some feedback from the School Committee in terms of what specifics the Committee would like to know about.

A discussion ensued regarding input from all interest groups, including Happy Hollow parents. Paul confirmed that Ben heard the concerns of Happy Hollow parents, and he explained Ben's process. It was agreed by the Committee that Ben can move forward with contracting TBA Architects for this project.

(b) Review and Possible Vote to Approve Two Draft 2016 Warrant Articles regarding the Establishment of Two School Department Revolving Funds for Professional Development and Curriculum Enhancement:

Barb commented that, in Jim Toomey's letter to the School Committee and the Town of Wayland, he recommended that a warrant article be presented at the 2016 Town Meeting for the purpose of establishing revolving accounts under C.44, §53E½ for professional development and curriculum enhancement. Susan consulted with Mark Lanza regarding the warrant language, and the deadline to submit is January 15th.

A discussion ensued regarding drafting a narrative in terms of the things that the money in these accounts support, as well as the source of the funds. Susan will draft a description for the January 7th meeting.

(c) Continued Discussion and Possible Vote to Approve FY17 Capital Request for the Loker Window and Door Project with or without MSBA Approval:

Although the Loker Window and Door Project is an FY17 capital request, the School Committee has not taken a position as to whether it supports the project with or without MSBA funding. Barb reviewed the pros and cons associated with or without MSBA approval and noted that if MSBA funding was approved for the project, 35% or \$670,000 would be funded. She added that the risk is low that MSBA would not approve this project. However, if funding is not approved, repairs would have to be made to the Loker School this year.

Upon a motion duly made by Barb Fletcher, seconded by Donna Bouchard, the School Committee voted (4-1) (Kathie voted no) to make the FY17 capital request for the Loker Window and Door Project contingent upon MSBA approval.

(d) Provide Finance Subcommittee Update:

There was no update.

(e) Update regarding the Revised Minuteman School Agreement:

Jeanne updated the School Committee regarding the revised Minuteman School Agreement. She recapped the process leading up to the Special Town Meeting at which Wayland voted to withdraw from Minuteman. Jeanne added that the Minuteman School Committee turned the revised agreement over to the Board of Selectmen in the 16 member towns. The revision relates to the capital assessment and would only be based on the number of students attending Minuteman. All 16 communities are in agreement with this revision; however 7 towns want to withdraw from Minuteman. Each town will hold a Special Town Meeting to vote on a new agreement, which must be unanimous, and to vote to withdraw or not to withdraw. Wayland's STM is February 11th.

Jeanne noted that she, Lea Anderson, and Mary Ellen Castagno did a cost analysis showing that a non-member town will pay about \$8,000 per student for capital costs. If a town opts out, it is not responsible for any debt from December 15, 2015 going forward, and students can attend any vocational school for their secondary education. Jeanne stressed that Wayland's decision to withdraw from Minuteman has nothing to do with the program offerings.

5. **School Policy Matters:**

(a) Provide Policy Subcommittee Update:

Jeanne commented that the Policy Subcommittee met with CAPA, Boosters, PTO and WPSF regarding fundraising and gift policies and procedures. The organizations were very supportive of the process in place and she and Barb will work on some action items that came from those meetings. Jeanne also noted that they have received public comments on other policies.

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6. **Administrative/Procedural Matters:**

- (a) Review of Recent OML Decision and Confirmation of Action Steps Taken, including OML Complaint of September 2, 2015:
The School Committee members gave Ellen their certificates confirming that they watched the Open Meeting Law video.

Ellen also noted that there was no violation found regarding the Open Meeting Law Complaint of September 2, 2015. Barb will update the OML Status Report.

- (b) Review Draft Responses to Questions Posed by WRAP Committee related to School Property:
Kathie compiled the Committee's responses to the questions posed by the WRAP Committee related to school property. The Committee reviewed the responses and suggestions were made regarding some changes. Barb suggested that an enrollment analysis be done in order to determine whether a new school might be necessary in the future. One way might be to approach the Building Department in terms of potential new construction of homes. A discussion ensued, as the Committee agreed that more long range planning is needed before deciding to give up one or both parcels of land by the end of January deadline. Suggestions regarding uses for the property included school bus parking and an art gallery. This discussion will continue on January 7th.
- (c) Review Draft Warrant Article Language and Possible Vote to Approve for Consideration at 2016 Annual Town Meeting:
This topic was passed over due to being repetitive with an earlier agenda topic.
- (d) Authorize Signature of Custodial Memorandum of Agreement:
Upon a motion duly made by Barb Fletcher, seconded by Donna Bouchard, the School Committee voted unanimously (5-0) to authorize Chair Ellen Grieco to sign the Custodial Memorandum of Agreement that was approved on December 4, 2015.
- (e) Continued Discussion of Proposed Topics & Titles for School Committee Communication Plan for the 2015-2016 School Year:
Kathie distributed her article to the Committee entitled "The Reading Program at the Elementary Schools." Paul will ask Karyn Saxon if she had anything to add to the article. The School Committee will approve the article on January 7th.
- (f) Future Meeting Agenda Topics, including School Start Times, Schedule for Superintendent's Evaluation for FY17, Review of Jamieson Lawsuit, and Review of Follow-up on SPED Report:
Jeanne commented that at the recent Superintendent Evaluation Subcommittee meeting, she and Ellen drafted a schedule for the Superintendent's evaluation, which she will distribute to the Committee on January 7th.

7. **School Committee's Report and Concerns:**

Due to scheduling conflicts on Thursday evenings, Ellen asked the School Committee if it would consider having earlier meetings on Thursdays or schedule them on a different evening. A discussion followed. Barb noted that the School Committee will present its FY17 budget to the Finance Committee on January 21st.

8. **Matters Not Reasonably Anticipated by the Chair:**

None.

9. **Consent Agenda (taken out of order):**

- (a) Approval of Accounts Payables & Payroll Warrants:
- Wayland Public Schools Payroll warrant, dated December 24, 2015, in the amount of \$1,310,898.67
 - Wayland Public Schools Accounts Payables warrant, dated January 4, 2015, in the amount of \$596,133.80
 - Wayland Public Schools Accounts Payables Student Activities warrant, dated January 4, 2016, in the amount of \$68,837.62

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- (b) Approval of WHS Journalism Class and Members of the WSPN Club Trip to California
- (c) Acceptance of Gifts:
 - Wayland Water Warriors Club Donation in the amount of \$500
 - METCO Program Donation in the amount of \$1,000
- (d) Approval of Minutes:
 - Regular Session of November 16, 2015
 - Special Session of December 4, 2015

After tonight, gifts do not need School Committee approval per the Gift Policy. Donna suggested that gifts are tracked for the entire school year.

Upon a motion duly made by Jeanne Downs, seconded by Barb Fletcher, the School Committee voted unanimously (5-0) to approve the Consent Agenda as noted on the agenda tonight, with the minutes of November 16, 2015 and December 4, 2015 as written.

11. **Comments from the Public:**

Tom Sciacca recommended the movie “Concussion” to the School Committee. In terms of long-range planning, Tom recommended that the Committee think ahead 25 years for those 5 year-old students entering kindergarten.

Donna added that a college education is not the only goal in educating Wayland students, and that careers in the trades, for example, should also be considered.

12. **Executive Session:**

Upon a motion duly made by Ellen Grieco, seconded by Barb Fletcher, the School Committee voted (5-0) to enter Executive Session at 9:46 p.m. for the purposes of continuing discussions regarding negotiating strategy with respect to healthcare with WTA, WESA, Custodial and Food Service Workers, as permitted by M.G.L. Chapter 30A, Section 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; discussing strategy relative to pending litigation in the case of Lappi, et al v. Town of Wayland, et al, as permitted by M.G.L. Chapter 30A, Section 21 (a)(3), as such discussion in open meeting may have a detrimental effect on the litigation position of the Town of Wayland and an Executive Session is necessary to protect the litigation position of the Town of Wayland, and approving minutes from prior executive sessions, as permitted by M.G.L. Chapter 30A Section 22, for the following meetings: November 2, 2015 - #1 and #2, December 4, 2015, and December 14, 2015. 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	
Donna Bouchard	X	
Jeanne Downs	X	
Kathie Steinberg	X	

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

The School Committee will reconvene in open session for the sole purpose of adjournment.

13. **Adjournment:**

Upon a motion duly made by Ellen Grieco, seconded by Donna Bouchard, the School Committee voted unanimously (5-0) to adjourn at 10:05 p.m.

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Respectfully submitted,

Paul Stein, Clerk
Wayland School Committee

Observers:

Tom Sciacca, WVN/BUZZ
Roger Walsh, Wayland
Scott Walters, Wayland Dads
Mary Ann Borkowski, Wayland
Mike Hopps, Wayland
Anne Bachman, Wayland

Corresponding Documentation:

1. Agenda & Backup Information
2. Draft Warrant Articles regarding Revolving Funds
3. Draft Revised Minuteman School Agreement
4. Certification of Compliance with Order from 5 SC Members
5. School Committee's Responses to WRAP Committee Questions
6. Technology Spotlight Narrative regarding Reading Programs for Elementary Students
7. Trip Request Approval for WHS Journalism Class and WSPN Club
8. Backup for Donation to Wayland Water Warriors Club
9. Backup for METCO Donation
10. Regular Session Minutes of November 16, 2015
11. Special Session Minutes of December 4, 2015
12. Executive Session Motion