

MINUTES – WAYLAND SCHOOL COMMITTEE

Regular Meeting – February 1, 2016

A Regular Meeting of the Wayland School Committee was held on Monday, February 1, 2016, 7:00 P.M. in the School Committee 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

Brad Crozier
Assistant Superintendent

Susan Bottan,
Business Administrator

Marlene Dodyk
Director of Student Services

Also:

Allyson Mizoguchi, WHS Principal
Linda Zheng, WHS Senior
Abby McCarthy, WHS Junior

Chair Ellen Grieco convened the regular meeting at 7:00 P.M. and announced that the meeting is being recorded by WayCAM.

1. **Comments & Written Statements from the Public at the Joint Meeting:**

Alice Boelter commented that some Wayland residents and athletes are fearful of retribution, given the events surrounding the former Athletic Director's termination and the results of the Northeastern study. In her opinion, the study is a sham, no matter how well intended the findings were by the presenter. She criticized the Superintendent's actions in this regard, including not dropping the larceny charges against Mr. Cass. In Ms. Boelter's opinion, the Superintendent has jeopardized the future of Mr. Cass and the emotional well-being of Wayland students. She continued her verbal attack on the Superintendent on several issues, including what she believes to be the reasons why the Northeastern study was contracted.

George Harris asked the School Committee to post the approved Executive Session minutes on the website, as the public has a right to know what was discussed, and it will make it easier for the Committee in terms of potential public records requests. Mr. Harris also asked the School Committee to save the taxpayers money by having one of the administrators who attend the meetings take the minutes. He noted that the Finance Committee takes its own minutes and the Town Administrator takes the minutes for the Board of Selectmen.

Tom Sciacca referred to a question Paul asked the School Committee during the budget process that related to a budget limit vs. identifying priorities first and then looking at the final amount. In Tom's opinion, this was a process question that identifies the rich who don't care how much money is spent or the residents who are struggling to keep up with increases.

Ellen Grieco commented as a resident, parent, volunteer, and through the eyes of her own children. She believes that it is extremely unfortunate that some who attend the School Committee meetings can make a public and unfounded attack on Dr. Stein. Ellen commented that Dr. Stein works very hard for the schools, and no one can know his motives or his thinking process. She encouraged the public to comment on the many issues at hand.

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Philip Cohen commented on the initial presentation of the athletic survey. In his opinion, Northeastern did what they were assigned to do; however, in the preliminary findings, there was a lack of bureaucratic analysis or an analysis of the management or an analysis of the Athletic Director's role and involvement in the process. Mr. Cohen noted that in the preliminary findings there was mention of a lack of goal setting or values for the Athletic program. He referred to the goals in the Student Handbook and in the Policy Manual. It is his opinion that a lot of money was spent to produce meager results, and he does not see the value in it.

Donna Bouchard commented that she is still hearing a lot of animosity toward the School Committee and the administration. In Donna's opinion, the Committee has two choices – say the animosity is unwarranted or try to bridge the gap. She disagreed with Ellen's previous comments and noted that some people are still hurting from the termination of Stephen Cass's contract and the issues that were raised regarding athletics. Donna added that we should all try to unite and move forward by engaging in productive dialogue. Problems still exist and enough has not been done to address this issue. Donna also feels that the Northeastern Study did not achieve its goal, as there remain many unanswered questions, such as accountability.

Ellen commented that the full Northeastern Study will be released very soon. Paul confirmed its release to be around February 12th.

2. **Special Matter:**

(a) Meet with WHS Student Representatives:

Linda Zheng, WHS Senior, and Abby McCarthy, WHS Junior, both commented that they have several siblings who attended the Wayland Public Schools. Each noted the extra-curricular activities in which they participate at Wayland High School. For example, Abby's favorite activity is being a member of the Poetry Slam Team and she has attended many state competitions. Abby is an editor of the Wayland Student Press Network and would like to pursue a career in writing. Abby is also a member of an LGBT (lesbian, gay, bi-sexual, and transgender) Youth Group in Wellesley. She also participates in sports.

Among others, Linda is a member of the Poetry Slam Team and Wayland Alliance (RGSA). Linda considers Wayland Alliance to be a safe space and welcomes everyone regardless of sexuality. She commented that, although Wayland is very accepting, some people take acceptance for granted, as many are struggling with their sexuality nationwide. She would like Wayland to be more open and more accepting and suggested an open discussion on the issues surrounding the LGBT community. Abby agreed with Linda's comments and elaborated further on the issues at the high school.

WHS principal Allyson Mizoguchi commented that the Wayland Alliance, being student driven, put together a list of suggestions and reminders for the WHS staff and it was well received.

The School Committee asked the students about upcoming Winter Week activities, their favorite thing(s) at WHS, as well as their feedback on the curriculum and extracurricular activities in terms of possible improvements. Abby commented on the low availability or lack of use by small athletic teams of the recently donated mini-van to athletics. Paul noted that the Boosters are donating a second mini-bus this week, and he will look into this issue.

Impressed with the students' comments, Paul added that they took this topic surrounding gender and sexuality to another level.

(b) Review and Discuss Contents of School Committee Budget Booklet and Budget Forum Presentation:

This agenda topic will be discussed at the next meeting on February 22, as the School Committee was not prepared to discuss. A notice will be sent out regarding the Budget Hearing.

3. **Educational Matters:**

(a) Hear Superintendent's Report, including Curriculum Spotlight #9:

Paul thanked and praised those who contributed to the recent Lunar Year Celebration. He commented that there were impressive student performances, art projects and food for all to enjoy.

Paul informed the School Committee that the film "Most Likely to Succeed" will be shown to the faculty at the district in-service on February 10, 2016 at 2:15 p.m. and invited the Committee members to attend. The film

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addresses what education has been like and highlights a California high school that focuses on creativity, engineering, and design. This was a result of a recommendation from Wayland resident Peter Gossels.

Paul also commented that Donna Fong, the Chinese Exchange Program facilitator and liaison, suggested that a Wayland delegation of administrators go to China this year over the April vacation week to join WHS students who will be there. Paul invited a School Committee member(s) as a matter of protocol to join the group. Paul added that the administrators will bear a large part of the cost of the trip.

Finally, Paul commented that a group of Wayland administrators are taking a TEC course – Leadership in Blended and Digital Learning – focusing on the role of leadership and fostering blended and digital learning. After taking this training course, TEC administrators offered it to its member schools.

Curriculum Spotlight #9 – Music Production Studio at Wayland High School:

Paul began by pointing out that the music production studio received much financial support from the Wayland Public Schools Foundation. As shown on the screen, the music production studio is a state-of-the-art facility that provides musical instruments and computers allowing the students to have recording and overdubbing sessions. Paul provided an explanation of the configuration of the studio with its equipment, how the students use it and for what purposes. Music production, film scoring and composition can be achieved with the Mac software. It is a great resource for all students with or without a musical background. The main goal is to expand the number of participants in the music program. Finally, Paul played a few examples of the students' achievements in this setting.

(b) Review and Discussion of Presentation by Northeastern Sports and Society Center:

WHS Principal Allyson Mizoguchi reflected on and summarized the preliminary presentation by Northeastern Sports and Society. She described the turnout as good with about 50 to 60 in attendance. A lot of information was received from the lengthy survey, and there was a good deal of exchange between the presenter and the audience. Important to note, Allyson commented that the survey evaluated people's perceptions of the importance of certain ideas, themes and values shared by the Athletic Department. It was not an evaluation of people's experiences. She presented an overview of those who participated in the survey/study: 770 students, 153 staff, 467 community members, including 120 participating in focus groups regarding some of the larger themes brought forth from the survey.

Nine themes, some very broad, emerged that are related to positive youth development and high school athletic programs, all of which the presenter addressed.

- Equity
- Physical and Psychological Safety
- Coaching Effectiveness
- Motivational Climate
- Holistic Support
- Physical Wellness
- Individual Identity
- Life Skills Development
- Positive Experiences

Allyson elaborated on some of these themes in terms of topics covered. The presenter had five recommendations in terms of moving forward and working with the survey results.

- Establish a Student Advisory Committee
- Align the Mission and Expectations of the Athletic Program to the Current Mission and Expectations as a High School
- Expand Opportunities Beyond the Traditional High School Offerings
- Expand Professional Development for Coaches
- Establish an Evaluation System for Effective Coaching

Allyson noted and explained her takeaways from the presentation including: Why kids play sports, the different experiences and athletic values of athletes as they move through high school and the perception of student athletes vs. the perception of parents.

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Donna commented on the pressure of student athletes in terms of weighing the obligation of attending practices and games vs. their family obligations, should both conflict with one another. Parents' perceptions vs. coaches' perceptions and freshmen athletes' positive perceptions vs. upper classmen's less than positive perceptions stood out to Donna. A discussion ensued in this regard.

Barb was impressed because, according to the presenter, this is a study that has never been done before and Wayland High School was the first to reach out to Northeastern. Barb agreed that the gap in this regard has to be bridged and hopes the community will embrace the purpose of this study. Barb commented on the first presentation as being complicated and difficult for people to understand and hopes it can be fine-tuned for this purpose. One beneficial takeaway Barb thought about was that coaches should be viewed as educators and the district should support them by offering professional development in the areas of evaluation, accountability, and goals. Finally, Barb commented that the value in the report is what the district does with its findings.

Donna commented that there is no evaluation process in place for the coaches in terms of the correlation made by the presenter between teachers and coaches.

Paul added that it is his hope that Wayland can reach a place where the athletic program reflects our values in all areas and come to an agreement community-wide. According to Northeastern, Wayland will be a model to other districts. Finally, Allyson noted that the overall satisfaction of students who participate in WHS sports is astronomical, as well as the number of students that participate.

4. **Financial Matters:**

- (a) Discussion of and Possible Vote to Approve Fees and Tuition Associated with Full Day Kindergarten Program:
Susan distributed a document to the School Committee that contains information for the Full Day Kindergarten FY16 budget with 6 classrooms and the project FY17 budget with 6 classrooms. Susan commented that the budget costs, particularly related to student transportation, are based on 37 students not paying transportation fees and who live more than 2 miles away from the assigned school. The FY17 fringe benefits OPEB amount is \$430, but will change to a lower amount according to Brian Keveny and John Senchyshyn. The tuition is based this year on 114 students and calculated to be about \$3,500. The capacity for Kindergarten is 120 students. Susan noted the balance in the Kindergarten account for future discussion.

Susan further addressed the transportation issue for Kindergarten students for non-paying and paying students as requested by Kathie. A discussion ensued in terms of the logic and thought process applied to transportation costs. Paul encouraged a more holistic view of the programs' cost allocations as opposed to micromanaging each line item. Benefits costs for fee-based program employees were also discussed and whether these benefits should be covered by the programs or the district's operating budget. Unlike some, Kathie feels strongly that benefits should be covered by the operating budget.

A motion was duly made by Kathie Steinberg, seconded by Jeanne Downs, that the School Committee vote to eliminate the fringe benefit expenses for the FY17 Full Day Kindergarten Budget and to consider other cost items for FY18 as discussed (e.g. transportation costs). The vote was (1-3-1) not to revise the Full Day Kindergarten budget for FY17.

Further discussion followed in terms of the Committee's FY18 discussions in this regard. In addition, the Full Day Kindergarten tuition for FY17 and any changes to the FY16 tuition will be brought to the School Committee for consideration and possible approval at a future meeting.

- (b) Discussion of OPEB Parity and Annual Payments for 2017 for All Revolving Accounts, including Full Day Kindergarten, Food Service, The Children's Way, BASE, Pegasus, Enrichment and Building Use:
Ellen referred to and read an email that she received from Gordon Cliff in terms of the School Committee's commitment made last year regarding OPEB parity and annual OPEB payments for FY16 and asked for confirmation that the same practice will be followed by the Committee for FY17. Barb recapped the 2015 Town Meeting warrant article related to OPEB parity and annual payments. She commented that the OPEB expense is still being calculated for FY17. The Food Service Program and The Children's Way are the two programs that will make parity payments of \$25,000 per year. Their budgets can cover these payments for FY17. However, the Finance Subcommittee has considered asking that the parity payment for The Children's Way be reduced to half of the payment. Susan described how the OPEB parity and the OPEB annual payments are

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applied, and noted that if an extension was requested, it would not be viewed as favorable by the OPEB Committee. Donna described the commitment of the programs in terms of reimbursing the taxpayers for past years. A discussion ensued regarding how to move forward with OPEB payments for these programs, including tuition fees for The Children's Way. The Committee agreed to send Gordon Cliff a response confirming that the School Committee is comfortable continuing the \$25,000 payment plan for TCW and the Food Service Program for FY17, and the Committee will continue to review each year, including the out years, and the impact on the financial sustainability of the programs. The warrant language for the warrant article will be voted by the Committee when the OPEB numbers are confirmed.

The Committee discussed the fee structure of the fee-based programs related to OPEB parity, particularly Pegasus. Susan will look at this year's actuals in terms of whether to raise the fees for F17. The tuition for Full Day Kindergarten will be voted by the Committee at the end of February.

5. **Administrative/Procedural Matters:**

(a) Discussion of Warrant Articles relating to 195 and 193 Main Street and Potential Vote to Designate a Committee Member to Follow-up on this Matter:

Because of the complexity of this issue, Ellen suggested Kathie Steinberg act as a liaison for this matter and to report back to the School Committee. Kathie accepted the assignment but asked for clarification in terms of the assignment and the process by which the School Committee wants to follow.

Upon a motion duly made by Ellen Grieco, seconded by Donna Bouchard, the School Committee voted unanimously (5-0) to designate Kathie Steinberg to be the School Committee's liaison regarding the issue of the Warrant Article and any other related transfers for 195 and 193 Main Street.

(b) Review of the Waste Water Treatment Contract, including Expenses to Date and Potential of Extending the Contract or Putting the Service Out to Bid:

Susan compared the past contracts for Weston & Sampson and the current contract for WhiteWater in terms of the amounts of the base contracts, what is included in the contract, pumping and disposal for wastewater, and outside laboratory costs. If the projections hold true at the end of the year, the wastewater expenses could be \$60,000 over budget. However, this would be much less than the total expenses for FY15 for Weston & Sampson.

In response to Donna's question about a possible extension to the WhiteWater contract or seeking other bids, Susan commented that she believes that Ben Keefe may extend the contract. However, Susan will confirm with Ben Keefe. Donna asked Susan for MUNIS detail related to Weston & Sampson's calendar year. The Committee will discuss this matter again on February 8th.

(c) Execution by the Chair of Documents relating to Contracts for Replacement of Claypit Hill Windows and Doors:

Jeanne commented that there has not been a blanket vote by the School Committee since authorizing Ellen to sign all contracts on the Committee's behalf. She added that the Permanent Municipal Building Committee voted to authorize Ben Keefe to move forward with LockHeed and to authorize any change orders less than \$10,000 related to this project.

Upon a motion duly made by Ellen Grieco, seconded by Jeanne Downs, the School Committee voted (4-0-1) to authorize Ellen Grieco to sign the owner contract agreement between the Town of Wayland and LockHeed Window Corporation and that the School Committee adopt in connection with the execution of this contract the policy just described by Jeanne Downs whereby the PMBC authorizes Ben Keefe to execute his change orders under \$10,000 and that any change orders that exceed \$10,000 go to the PMBC. Donna abstained because she wanted to include Mike Gitten.

The School Committee discussed its role, if any, in terms of reviewing these types of contracts, given that the wastewater treatment contract was reviewed by Ben Keefe and Town Counsel. The timing and "notice to proceed" regarding the work noted in the contract was also discussed. Given the timing issue of the current contract, it was suggested that Mike Gitten of the Permanent Municipal Building Committee also review future contracts going forward. Jeanne confirmed that Mike Gitten has been totally involved in this process, and she will let him know about this conversation.

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- (d) Open Meeting Law Matters and Public Records Requests, including OML Complaint of January 25, 2016, Decision of Attorney General on OML Complaint of August 11, 2015, and Public Records Request of Philip Cohen regarding Deposition Transcripts in Jamieson Matter:

In terms of responding to the most recent public records requests by George Harris and any public record requests in the future, Ellen proposed that a delegation process be put in place for Committee members. She questioned the obligation of responding when a request asks for “all documents” related to a particular issue. A discussion ensued about whether legal counsel should be involved in the process in terms of judgment and research related to requests and if the Committee should charge to provide copied records under the public records law.

Paul commented that he consulted with Gini Tate in terms of clarification regarding one of Mr. Harris’s public records requests. Donna offered to prepare a response, but Paul noted that he has been working on this request and he will answer the request and do the work in gathering the information. He will then send Donna the response and she can bring it to the School Committee before it is sent to Mr. Harris. Barb will research the other public records request regarding negotiations.

Ellen informed the School Committee that she drafted a letter, which she distributed to the Committee, to the Attorney General in response to George Harris’s January 25, 2016 Open Meeting Law Complaint regarding minutes that he requested but did not receive within ten days. Ellen sent him the documents he requested on January 26th.

Upon a motion duly made by Barb Fletcher, seconded by Jeanne Downs, the School Committee voted unanimously (5-0) to authorize Ellen to send to the Attorney General the letter as presented tonight regarding George Harris’s Open Meeting Law Complaint of January 25, 2016.

In response to Philip Cohen’s public records request, Ellen drafted a letter to the Supervisor of Public Records confirming that the order to produce the records is stayed pending resolution of the Request for Reconsideration submitted to the Supervisor of Public Records by Attorney Adam Simms. Ellen read the response.

Upon a motion duly made by Barb Fletcher, seconded by Jeanne Downs, the School Committee voted (4-1) (Donna voted no) to authorize Ellen to send the letter as presented today to the Supervisor of Public Records of the Commonwealth regarding the public records request of SPR15/825 by Philip Cohen.

A discussion followed and Ellen noted her conversation with Glen Koocher of MASC regarding the public records request to obtain depositions from a previous lawsuit. Mr. Koocher’s advice was to contact MASC’s attorney, which Ellen did. She informed the Committee about her conversation with the MASC attorney. Ellen commented on the possible ramifications going forward should the records be released by Adam Simms. Ellen asked the Committee to decide what its next steps should be in this regard. She suggested that she send the letter to the Supervisor of Public Records and then request the cost of reproducing the records should Adam Simms agree to release them. The Committee agreed.

Donna Bouchard made a motion to amend the previous motion and include in the letter to the Supervisor of Public Records, “Please note that we are also in contact with Pierce Davis and Perritano and are requesting the records and hope to have a response from them soon.” There was no second.

The School Committee discussed the decision by the Attorney General related to George Harris’s August 11, 2015 Open Meeting Law Complaint. Ellen asked Donna for a copy of the email she sent to the Attorney General regarding the Attorney General’s decision. A discussion ensued about School Committee protocols and each member’s responsibility to notify the entire Committee before further action is taken on an issue, especially when there is disagreement regarding the issue. Donna stated that conditionally she will not provide the email to the Committee until Barb responds as to why she did not notify the Committee that the School Committee was being sued. Ellen commented that she will file a public records request for the email, but Donna responded that it was protected under the Open Meeting Law due to an ongoing investigation. A discussion ensued regarding the settled Jamieson lawsuit.

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

(a) Balances related to Special Revenue Funds:

Kathie asked when the Committee will be discussing this matter. Barb commented that the Finance Subcommittee has started these discussions, specific to special revenue funds. The Subcommittee requested that Susan Bottan contact the Department of Revenue to confirm the appropriateness of Pat Keefe's recommendations in terms of ways to spend down the balances. This matter will be discussed at the Committee's February 8th meeting.

(b) Contract related to the Loker and Happy Hollow Renovations with TBA Architects:

Ellen asked the School Committee to vote to authorize her to sign the TBA Architects contract related to the Loker and Happy Hollow renovations, but with conditions.

Kathie Steinberg made the initial motion, but it was amended to read as follows.

Upon a motion duly made by Ellen Grieco, seconded by Barb Fletcher, the School Committee voted unanimously (5-0) to authorize Ellen Grieco to sign the contract with TBA Architects pending the approval by Town Counsel for form of contract language and pending review and approval of the contract by Donna Bouchard as designee of the School Committee.

Jeanne commented that the WHS students will begin the process of writing about school administrators with Susan Bottan.

7. **Consent Agenda:**

(a) Approval of Accounts Payables & Payroll Warrants:

- Wayland Public Schools Accounts Payables Warrant, dated February 1, 2016, in the amount of \$314,758.73
- Wayland Public Schools Accounts Payables Student Activities Warrant, dated February 1, 2016, in the amount of \$17,768.98
- Wayland Public Schools Payroll Warrant, dated February 3, 2016, in the amount of \$1,291,123.19

(b) Approval of the Middle School Cape Cod Trip

(c) Approval of Gifts:

- Wayland Middle School Tripship donation in the amount of \$920 received from Kallanthothail Rajeev and Sujatha Thundivalappil of Wayland
- Wayland High School The First Robotics Club 5735 donation in the amount of \$2,000 received from Analog Devices
- METCO Donations from the MLK Dinner
 - \$95 extra cash donations when tickets were purchased
 - \$249 cash donation from Mary Ann Borkowski of Wayland

Upon a motion duly made by Barb Fletcher, seconded by Ellen Grieco, the School Committee voted unanimously (5-0) to approve the Consent Agenda as presented tonight.

8. **Comments from the Public:**

To avoid a situation whereby the middle school becomes landlocked, Tom Sciacca informed the School Committee that the school department may not own the road to the middle school, as told to him by a member of the Board of Public Works. Because Tom could not attend the Northeastern initial presentation of its results, he was disappointed that WayCAM did not televise it. Tom was hopeful that the study would integrate athletics with the rest of the school's programs, and noted his optimism about this report. He requested that the final report and video be posted on the website.

9. **Executive Session:**

Upon a motion duly made by Ellen Grieco, seconded by Barb Fletcher, the School Committee voted unanimously (5-0) to convene in Executive Session at 10:45 p.m. to discuss strategy with respect to collective bargaining with the Custodians, 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, and to approve minutes from prior executive sessions, as permitted by M.G.L. c. 30A, §22, for the following meetings: January 22, 2016 and January 25, 2016. A roll call vote

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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, Brad Crozier, Assistant Superintendent of Schools, 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 Barb Fletcher, the School Committee voted unanimously (5-0) to adjourn at 10:51 p.m.

Respectfully submitted,

Paul Stein, Clerk
Wayland School Committee

Observers:

Tom Sciacca, WVN, Wayland BUZZ
Alice Boelter, Wayland
Philip Cohen, Wayland
George Harris, Wayland

Corresponding Documentation:

1. Agenda & Backup Information
2. Email from Gordon Cliff re: OPEB
3. Full Day Kindergarten Expenses and Revenues
4. Public Records Requests from George Harris
5. Response to the Attorney General re: George Harris's 1/25/2016 OML Complaint
6. Emails between Ellen Grieco and George Harris re: the 1/25/2016 OML Complaint
7. Accounts Payables & Payroll Warrants
8. Middle School 2016 Cape Cod Trip Proposal
9. Middle School Tripship Donation Request for Approval
10. High School First Robotics Club 5735 Request for Approval
11. METCO Donations from the MLK Dinner Request for Approval
12. OML Complaint of January 25, 2016
13. Executive Session Motion