

MINUTES – WAYLAND SCHOOL COMMITTEE
Budget Work Session/Regular Meeting – January 10, 2018

A Budget Work Session and Regular Meeting of the Wayland School Committee was held Wednesday, January 10, 2018, at 7:00 P.M. in the School Committee room of the Town Building.

Present were:

Ellen Grieco, Chair
Jeanne Downs, Vice Chair
Nate Buffum
Kathie Steinberg

Absent:

Kim Reichelt

Also Present:

Arthur Unobskey, Superintendent
Marlene Dodyk, Student Services
Susan Bottan, Business Administrator
Carrie Dermeikis, WMS Teacher
Meeghan Peirce, WMS Teacher
Cori O'Keefe, WMS Teacher
Matt McCormack, WMS Teacher
Betsy Gavron, WMS Principal
Heath Rollins, Athletics Director
Allyson Mizoguchi, WHS Principal
Katie Merrill, TCW Director
Pat Keefe, WSCP Director

Chair Ellen Grieco convened the meeting at 7:04 pm and noted the meeting was being recorded by WayCam.

1. Comments and Written Statements from the Public

This item was passed over as there was no public comment.

2. Superintendent's Report (*taken out of order*)

Arthur noted that he attended the Superintendent program where they focused on planning shared district goals and best practices for superintendents working with principals. He also reported on working with TEC on a Sports Safety group looking at head injuries in sports. TEC is hosting an event on January 30th for districts to attend to learn more about the issue.

3. Writing Program Presentation

Carrie Dermeikis, Meeghan Peirce, Cori O'Keefe and Matt McCormack made a presentation about the new writing center at WMS. The writing center was introduced to staff before school started and then marketed to the students through posters, pamphlets and visits to classrooms and the actual center itself. Over 75% of 8th graders have come to the writing center at least once and 20-25% of the 6th and 7th graders have visited the center. The students can get help on any stage of their writing including brainstorming, editing drafts, and review. The center allows for timely support of student writing and increased revision work. Next steps for the writing center staff include a student survey, boosting the 6th and 7th grade use of the center, continued collaboration with teachers, building an archive of targeted lessons, and exploring peer tutors. The writing center is staffed with a 1.0 FTE and sometimes they must ask students to come back later. Ideally the writing center would be staffed with 1.5 FTE so it could be open every period during the day.

4. Budget Work Session – Review of Budgets for Wayland Middle School, Athletics, Wayland High School, and Special Revenue Funds (WSCP, The Children's Way)

Betsy Gavron responded to questions from the School Committee about the WMS budget. When asked about enrollment and staffing, Betsy noted that the WMS budget was increasing by .8 FTE due to enrollment. WMS could use an eleventh section in 8th grade, increased staffing in global citizenship work, and increased staffing in the writing center, but none of those are included in the budget. Betsy noted that the increase in counseling resources from prior budgets has been very beneficial to the students.

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Heath Rollins responded to question from the School Committee about the Athletics budget. In particular he noted that the athletic fees look to be coming in on schedule and participation has increased. He also noted that coaching salaries are paid from the revolving fund first and then the operating budget. The fee cap was clarified. The swim/dive and ski teams are still underfunded in the budget. Uniforms are on a good rotation cycle for both the boys and girls teams. It was noted that the sailing club has a large balance in their revolving fund account which they keep due to costly repairs to their equipment.

Allyson Mizoguchi responded to questions from the School Committee about the WHS budget. If the full-time TA is not approved for the Academic Center, the center will continue to provide services but will not meet the student need for the center. Allyson stressed that increased use of the academic center by students can reduce the number of referrals to Special Ed. Allyson noted that support for technology, staffing for English (particularly Journalism), and funding for conferences and workshops are not included in the budget but are needs of WHS. She also noted that it is important to continue building programs while being mindful of the master schedule.

Pat Keefe and Katie Merrell responded to questions from the School Committee about the WSCP and TCW budgets. Katie noted that TCW is running a deficit because enrollment was impacted when the entrance age was changed from 2.0 to 2.9, a longevity adjustment was made, teacher salaries (need to attract good teachers as people retire), and the OPEB parity payments. TCW will continue monitoring its fund balance and looking at its fees. A discussion ensued about spreading out the OPEB parity payments.

Pat Keefe noted that WSCP has had a very successful year. She responded to questions from the School Committee noting that having the BASE 4th grade at WMS is working although she would like to see the addition of some sort of outside play structure. A discussion ensued about the increasing number of participants in BASE, the BASE waitlist, and the impact of changing school start times. Pat noted that Pegasus overspent its budget in staffing and after review has determined that it needs to increase fees by 2% and fees for the pool time hours by 5%. The Pegasus rates have not increased for awhile.

Upon a motion by Jeanne Downs, seconded by Ellen Grieco, the School Committee voted unanimously (4-0) to approve an increase in the Pegasus fees as presented with the caveat that it is okay to round the fees if deemed appropriate.

5. Discussion of Budget Drivers, Assumptions, Fees, Funding Sources and Requests for Information

This item was passed over.

6. High School Master Athletic Plan Update

Jeanne updated the committee on the High School Master Athletic Plan. The evaluation committee met and ranked the two designers who responded to the RFQ for the project. Ben Keefe is awaiting Nan Balmer's direction on negotiating with the top ranked firm. Jeanne distributed drafts of the warrant articles as well as a memo to the Board of Selectmen requesting a debt exclusion vote for the projects. These will be reviewed at the next School Committee meeting. A discussion ensued about the debt exclusion request. Arthur asked about a timeline for the decision of grass vs. artificial turf for the stadium field and noted that it is important to have the athletic director involved in any discussions.

7. Discussion of Budget Calendar, Budget Presentations, Finance Committee Guideline, Communication with Finance Committee

Jeanne noted that the Council On Aging was interested in a budget presentation before town meeting. Jeanne and Arthur will work on scheduling the presentation.

8. Review of FY2018 FTEs – Actual vs. Budget

Susan passed out a summary of the FY2018 FTEs – Actual vs. Budget and noted that the actual FTEs were 2.23 less than budgeted.

9. Review and Discussion of Outstanding Document and/or Minutes Request

Jeanne updated the committee on her contact with a citizen regarding a possible public records request. The citizen responded that he was not making a public records request.

10. Discussion Regarding School Committee Schedule, Including Presentation on New Programs Funded in FY17

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A discussion ensued about the public identifying staff specifically in public comment. Policy BEDH addresses this issue and will be referred to in the future.

11. Review of Public Communication from the School Committee

This item was passed over.

12. Matters Not Anticipated by the Chair

There were none.

13. Executive Session

Upon a motion made by Ellen Grieco, seconded by Jeanne Downs, the School Committee voted unanimously (4-0) to enter Executive Session at 10:44 p.m. to approve the following Executive Session minutes, as permitted by M.G.L. c.30A, §22: January 2, 2018. A roll call vote was taken as follows:

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Ellen Grieco, Chair	X	
Jeanne Downs, Vice Chair	X	
Nate Buffum	X	
Kim Reichelt	Absent	
Kathie Steinberg	X	

The School Committee will be joined by Arthur Unobskey, Superintendent of Schools.

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

14. Adjournment

Upon a motion duly made by Ellen Grieco, seconded by Kathie Steinberg, the School Committee voted unanimously (4-0) to adjourn at 10:47 pm.

Respectfully submitted,

Arthur Unobskey
Wayland School Committee

Corresponding Documents:

- Draft Debt Exclusion Request Memo
- Draft Warrant Articles for High School Master Athletic Plan Project
- FY2018 FTEs – Budget vs. Actual