

MINUTES – WAYLAND SCHOOL COMMITTEE
Regular Meeting – January 2, 2018

A Regular Meeting of the Wayland School Committee was held on Monday, January 2, 2018, at 7:00 P.M. in the School Committee Room of the Wayland Town Building.

Present were:

Ellen Grieco, Chair
Jeanne Downs, Vice Chair (arrived at 7:33 p.m.)
Nate Buffum
Kim Reichelt
Kathie Steinberg

Also:

Arthur Unobskey
Superintendent

Brad Crozier
Assistant Superintendent

Susan Bottan
School Business Administrator

Marlene Dodyk
Director of Student Services

Also:

Ed DeHoratius, WHS Teacher (Classics, Latin, English)
Erin Lehmann, WHS Teacher (History)
Jeff Blue, WHS Teacher (Special Education)

The Chair convened the regular session at 7:01 p.m.; the meeting is being recorded by WayCAM.

1. Comments & Written Statements from the Public:

Tom Sciacca referred to an article in the local paper regarding a school employee who was found to be in violation of the state ethics laws. Mr. Sciacca commented that given this employee's relationship with the football program, he did not consider this violation to be a worthwhile lesson for the program.

2. Special Matter:

(a) Presentation regarding the Connect Program:

Wayland High School teachers Ed DeHoratius, Erin Lehmann, and Jeff Blue described how and why the Connect program came to be, the peer district research that the teachers embarked upon for one year that was made possible by the Wayland Public Schools Foundation, how the students were chosen, and some of the activities in which the students participate, as well as the life lessons learned from the activities. This first year elective class has 24 seniors and is considered an interdisciplinary course giving the students an honors credit.

The course has four goals:

- Know and improve yourself, your school, and your community
- Build your 21st century skill set (using the seven C's)
- Develop key "Habits of Mind"
- Deepen your content knowledge

Some of the team activities thus far include a scavenger hunt, visits to the Concord Museum and Walden Pond, pumpkin carving and the creation of a haunted house, and a visit to Harvey's Waste to study waste and consumerism.

Given that this first year of the class, it will be assessed in terms of what is being done well and what can be improved upon, which will help to move forward with the class in its second year.

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3. **Financial Matters:**

(a) High School Master Athletic Plan Update:

- Communication with other Town Boards/Committees
- Resolution of Outstanding Order of Conditions
- Update on Owner's Project Manager and Architect Selection Process
- Conservation Commission's Permit Requirements
- Draft Warrants for Annual Town Meeting
- Review of Project Timeline
- Next Steps

The School Committee reviewed the timeline for the tasks that the School Committee must accomplish, and including those that have been satisfied, in order to move forward with the Master Athletic Plan. The Committee also reviewed the draft warrant article for content for the spring town meeting and is due for submission by January 16th. Jeanne described the architect selection process to date, including the negotiation process if one is selected from the two who submitted applications.

The School Committee will make a final determination of materials for the stadium field – natural turf vs. synthetic turf – by the end of January and discussed its options. The School Committee discussed the Permanent Municipal Building Committee's role in this decision. The Committee will welcome its input, as well as the architect's, regarding the type of materials available and what is best for Wayland's needs. Arthur suggested that staff also provide input in terms of safety for athletes, and Kathie noted that the Board of Health would also like to weigh in before a decision is made by the School Committee.

Ellen updated the School Committee regarding the Order of Conditions in terms of producing an as-built plan to close out the previous Order of Conditions and to move forward with the design work for the new field. One as-built plan will be sufficient to obtain a letter from the DEP. Jeanne added that the Board of Public Works would like to discuss the project with the School Committee.

(b) Discussion of Budget Calendar, Budget Presentations, Finance Committee Guideline and Communication with Finance Committee:

The School Committee discussed rescheduling the January 4th meeting in the event that it is canceled due to inclement weather. January 10th will be the alternate date. The special budget presentations were also discussed.

Ellen left the meeting at 8:25 p.m.; returned at 8:26 p.m.

(c) Finance Subcommittee Update:

- Operating and Capital Budgets, including Questions for Finance Committee
- Budget Presentations
- Multi-Year Model
- Bus Parking Permanent Site Update
- Online Payments

Jeanne noted that the Finance Subcommittee had discussed the Middle School phone upgrade in terms of its postponement, as well as those projects that were moved into the capital budget. The Finance Subcommittee also discussed the budget presentations and the current status of the multi-year model.

Susan reported on the bus parking permanent site commenting that Weston & Sampson will provide the Director of the DPW a report on the use of the landfill for the DPW's lay down area and school bus parking. The DEP and the Director of the DPW are meeting this week and will reach out to Susan after this meeting about the possible uses of this site.

Finally, the online payments have been set up in the student information system and Susan is preparing the Special Revenue Funds for future discussion by the School Committee.

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4. **Educational Matters:**

(a) School Start Time Discussion and Consideration of School Committee:

Ellen conveyed her thoughts regarding a School Committee charge for proposed working groups, as chosen by Arthur, to continue the work in determining a change in school start times. A discussion ensued about a goal in terms of the best start time for all grade levels and the timeline to observe of when to implement the recommended plan.

Upon a motion duly made by Ellen Grieco, seconded by Kathie Steinberg, the School Committee voted unanimously (5-0) to charge the administration with forming working groups to determine the best way to implement the change in school start times to bring secondary school start times as close to 8:30 as possible, as recommended by the American Academy of Pediatrics with this change anticipated for September 2019. In addition, any change should be implemented to the view of the health and wellbeing of all students in Wayland.

(b) Discussion of Superintendent's Priority Elements:

Arthur informed the School Committee that the elements he has provided coincide with the UNITED goals and other major initiatives within the district. He described the work being done by him and the administration collaboratively. Arthur will produce a binder of information for the School Committee related to the elements in preparation for his evaluation.

Upon a motion duly made by Ellen Grieco, seconded by Kim Reichelt, the School Committee voted unanimously (5-0) to approve the Superintendent's proposed elements for the evaluation for FY18.

(c) Receive and Discuss the 2017 Staff Deployment and Class Size Report:

There was no discussion regarding the 2017 Staff Deployment and Class Size Report.

(c) Hear Superintendent's Report:

- School Visits
- Music Performances
- Entry Study Update

Arthur described his participation with the principals in post observation conferences in preparation for their evaluation of teachers, the most recent at the Middle School. Arthur took part in the Loker School dodge ball activity and explained the activity's purpose. In addition, he attended the 5th grade chorus performance at Claypit Hill and the Happy Hollow choral concert. Finally, Arthur met with focus groups to work on goals for entry plans for the next few years. He will present the data to the School Committee in early February.

5. **Administrative/Procedural Matters:**

(a) Discussion of Open Meeting Law Response Process, including Possible Review of Spreadsheet and Discussion of Complaints Filed by George Harris on August 22, 2017, August 31, 2017 and June 7, 2017 (Alleging insufficient detail of executive session minutes), July 18, 2017 (Alleging failure to timely produce minutes), September 19, 2017 (Alleging insufficient detail in agenda), September 28, 2017 (Alleging failure to produce minutes in a timely manner), and November 3, 2017 (Alleging that proper procedure was not followed in responding to a previous OML complaint):

This agenda topic was passed over.

(b) Review and Discussion of any Outstanding Document and/or Minute Requests:

The School Committee discussed a resident's potential request for the Google folder that contains draft agendas. Jeanne will follow up with this resident for the purpose of clarification of the request.

(c) Discussion regarding School Committee Schedule, including Presentation on New Programs Funded in FY17 Budget:

The School Committee discussed topics for agendas going forward, such as review of policies and declassification of minutes.

(d) Review of Public Communications from the School Committee:

Ellen will draft an article for the School Committee's review on January 16th. Kim's article will appear in the Town Crier this week.

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

None.

7. **Consent Agenda:**

(a) Approval of Accounts Payables & Payroll Warrants:

- Wayland Public Schools Accounts Payables Warrant, dated 1/2/2018, in the amount of \$305,769.31
- Wayland Public Schools Accounts Payables Student Activities Warrant, dated 1/2/2018, in the amount of \$4,545.01
- Wayland Public Schools Payroll Warrant, dated 1/3/2017, in the amount of \$1,421,328.75

(b) Approval of Minutes:

- Regular Sessions of December 4, 2017 (re-vote for revision)
- Regular Session of December 18, 2017

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

8. **Executive Session:**

Ellen announced that the first agenda item in Executive Session would not be discussed. Upon a motion made by Ellen Grieco, seconded by Jeanne Downs, the School Committee voted unanimously (5-0) to enter Executive Session at 9:16 p.m. to approve the following Executive Session minutes, as permitted by M.G.L. c.30A, §22: December 18, 2017 (Sessions 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	
Jeanne Downs, Vice Chair	X	
Nate Buffum	X	
Kim Reichelt	X	
Kathie Steinberg	X	

The School Committee will be joined by Arthur Unobskey, 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.

9. **Adjournment:**

Upon a motion duly made by Ellen Grieco, seconded by Kathie Steinberg, the School Committee voted unanimously (5-0) to adjourn at 9:19 p.m.

Respectfully submitted,

Arthur Unobskey, Clerk
Wayland School Committee

Observers:

Tom Sciacca, WVN

Corresponding Documentation:

1. Agenda & Backup Information
2. Accounts Payables & Payroll Warrants
3. RFQ for Design and Timeline for Athletic Fields and Stadium Renovations
4. High School Master Plan Timeline
5. Draft Warrant Article for the High School Stadium Complex Renovation
6. Superintendent's Proposed Elements for FY18 Evaluation
7. Document Outlining a Resident's Potential Public Records Request
8. Regular Session Minutes of December 4, 2017
9. Regular Session Minutes of December 18, 2017

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10. Executive Session Motion