

MINUTES – WAYLAND SCHOOL COMMITTEE  
Regular Session – July 9, 2012

A Regular Session of the Wayland School Committee was held on Monday, July 9, 2012, at 7:00 P.M. in the School Committee Room of the Wayland Town Building.

Present were:

Barb Fletcher, Chair  
Beth Butler, Vice Chair  
Malcolm Astley  
Ellen Grieco (by remote)  
Shawn Kinney

Also:

Paul Stein  
Superintendent of Schools

Brad J. Crozier  
Assistant Superintendent

Marlene M. Dodyk  
Director of Student Services

Geoffrey S. MacDonald  
Business Administrator

Also:

Board of Selectmen – John Bladon, Ed Collins, Doug Leard, Joseph Nolan  
Finance Committee – Bill Steinberg, Cherry Karlson, David Gutschenritter, Sam Peper, Tom Greenaway  
Personnel Board – Nancy McCarthy, Jane Evans, Nick Willard, Maryanne Peabody

Mabel Reid-Wallace, METCO Director

Chair Barb Fletcher convened the Regular Session at 7:05 P.M. and stated that Ellen Grieco had submitted the Remote Participation Form and was participating in the meeting remotely because of geographic distance.

Ellen Grieco stated that no other person was at her geographic location.

1. **Executive Session:**

Upon a motion duly made by Shawn Kinney, seconded by Beth Butler, the School Committee voted unanimously (5-0) by roll call vote to convene in Executive Session at 7:05 P.M. to discuss strategy with respect to Collective Bargaining as set forth in M.G.L. Chapter 30(a), Section 21 (a), as such a 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. The Chair announced that the School Committee will reconvene in Open Session following Executive Session. A roll call vote was taken as follows:

| <u>Roll Call</u>         | <u>Yes</u> | <u>No</u> |
|--------------------------|------------|-----------|
| Barb Fletcher, Chair     | X          |           |
| Beth Butler, Vice Chair  | X          |           |
| Malcolm Astley           | X          |           |
| Ellen Grieco (by remote) | X          |           |
| Shawn Kinney             | X          |           |

Barb Fletcher reconvened in Regular Session at 8:03 and announced that WayCAM was recording the meeting. Barb also stated that the agenda would be taken slightly out of order.

2. **Comments & Written Statements from the Public:**

Donna Bouchard passed out a document to the School Committee outlining a recommended scope of the upcoming audit. She commented that the auditor should review how the accounts were expended and how they were funded. She stated that the money expended from the principal discretionary accounts should have been under the

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direction of the School Committee. She asked the School Committee to bring the expenditures under the warrant process of the School Committee and to prioritize the expenditures. She stated that these accounts were in violation, and any money that is received by the schools must go to the Treasurer first and then be paid through the warrant process.

Tom Sciacca commented that the School Committee meeting was not posted on the town website and this could present a problem for some residents.

3. **Discussion re: Funding of METCO Late Bus for FY13:**

Paul Stein and Mabel Reid-Wallace came before the School Committee to ask for approval to establish a fee to be charged to parents of Boston students for late bus service for Boston students. Such a fee would assure late bus service five days a week at the secondary level and two days a week at the elementary level. If approved, the costs for late buses would be covered by a combination of funds from the METCO grant, from fees, and from fundraising.

Paul stated that having the funds to run the METCO late bus is an annual struggle, but educators universally agree that, in terms of equity, all students should have a late bus available to them in order to have access to after school activities and the full educational program. He also stated that the METCO offset was lowered, so that Mabel could use the grant for the late bus.

Mabel explained the challenge she faces early on in the school year to come up with the funds of approximately \$57,000 per year to run the late bus. In past years, the late bus did not start running until late fall, when funds generated from the METCO Appeal Letter came in. She stated that if the 110 Boston families, whose students are involved in after school activities, pay an equal portion of \$180.00, which is the same amount paid for regular bus transportation by Wayland families, there would be enough money to start the bus earlier. A payment plan would be offered, if needed.

Paul stated that in the future, he and Mabel will provide the School Committee with the entire METCO budget, including the grant and fundraising efforts.

Mabel answered questions from the School Committee, which included how other districts handle this issue. Malcolm addressed his concern of fundraising being used for school programs.

The School Committee agreed to continue this discussion and consider a vote on the METCO late bus fee at the July 30<sup>th</sup> meeting. Mabel will notify the METCO families prior to the July 30<sup>th</sup> meeting of this possible fee.

*Ellen Grieco left the meeting by remote at 8:30 P.M.*

4. **Distribution of Superintendent's Evaluation:**

Barb Fletcher distributed a draft of the Superintendent's evaluation based on the comments/revisions provided by the School Committee members at the June 25<sup>th</sup> meeting. Barb asked the members to review this draft in preparation for a discussion at the July 30<sup>th</sup> meeting, which would include any specific language changes.

As a result of Beth's suggestion, Barb recommended that a note be added to the top of the document: "This should be read in conjunction with Superintendent's self-assessment." The School Committee agreed.

5. **Continued Discussion re: 2012 Agreed upon Procedures for Certain Accounts of the Wayland Public Schools:**

This agenda item was tabled pending provision of the revised document outlining scope of review of accounts.

Shawn Kinney suggested that Ellen review the document submitted earlier by Donna Bouchard and possibly incorporate some of the language into the "2012 Agreed upon Procedures for Certain Accounts of the Wayland Public Schools."

Barb Fletcher stated that the Operations Review Committee may attend the July 30<sup>th</sup> meeting and possibly Rebecca Chasen could stay in order to finalize this document.

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6. **Consent Agenda:**

(a) Approval of Accounts Payables and Payroll Warrants:

Given that the check date for this next warrant is July 16, 2012, the last possible day to put the warrant together is July 10<sup>th</sup>. Thus, a total was not available.

(b) Approval of Minutes:

- Special Session of December 17, 2011
- Regular Session of June 18, 2012
- Regular Session of June 25, 2012

(c) Acceptance of Gifts:

- A donation from Jeanne and Ben Downs in the amount of \$500.00 for the Middle School band program

*Ellen returned to the meeting by remote at 8:37 P.M.*

Barb Fletcher read Policy KCD and the policy guidelines as a result of a question from Malcolm in terms of the restriction issue of gift giving and the amount to be approved.

Upon a motion duly made by Beth Butler, seconded by Shawn Kinney, the School Committee voted (4-0) by roll call vote to approve the consent agenda for the Accounts Payable warrant, the three sets of minutes, as discussed and amended, and the acceptance of the gift with gratitude.

| <u>Roll Call</u>        | <u>Yes</u> | <u>No</u> |
|-------------------------|------------|-----------|
| Barb Fletcher, Chair    | X          |           |
| Beth Butler, Vice Chair | X          |           |
| Malcolm Astley          | X          |           |
| Shawn Kinney            | X          |           |

*Ellen was not present by remote for the consent agenda vote. Ellen was called back at 8:56 P.M. and rejoined the meeting. She stated that she muted the call (not sure of time), as someone had entered the room.*

7. **Superintendent's Report:**

Paul Stein passed out two documents to the School Committee. The first was given to Paul from Aiden McCann (elementary math coach), which was an informal survey taken by parents and students who were involved in the elementary math program. Paul reviewed some of the results of the survey, which were positive, and stated that this survey was not presented as a statistical study.

The second document was a one-page summary of an article from the Marshall Memo, "Catching Math Learning Problems Early."

Paul also updated the School Committee on full day kindergarten. He said the waiting list for FDK has been reduced to five families, and cited two of the primary reasons: some families have changed their minds about enrolling their children in the full day program and some families have moved out of Wayland.

8. **Follow-up and Future Agenda Items:**

Since Ellen was not present by remote for the earlier discussion pertaining to the "2012 Agreed upon Procedures for Certain Accounts of the WPS", Barb recapped the discussion. Barb reiterated that she would like to finalize the audit and scope of work at the July 30<sup>th</sup> meeting.

Since Ellen cannot attend the July 30<sup>th</sup> meeting, she asked the School Committee if the meeting on July 24<sup>th</sup> could be extended an hour to 10:00 P.M. in order to finalize the draft of the "2012 Agreed upon Procedures for Certain Accounts of the Wayland Public Schools." The Committee agreed to extend the July 24<sup>th</sup> meeting to 10:00 P.M. Ellen will also confirm with Barb regarding Rebecca Chasen's attendance on July 24<sup>th</sup>.

(a) **Continued Discussion re: School Committee Draft Report on Part II of the Abrahams Group Report:**

Barb stated that there were two findings that needed to be drafted. She distributed the changes she made and asked the School Committee to review the revised language for finalization on July 30<sup>th</sup>. Ellen will prepare a final

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draft report.

(b) **Review of Draft Retreat Agenda:**

The School Committee reviewed and discussed the draft agenda provided by Dr. Irwin Blumer for their July 24<sup>th</sup> retreat/workshop. They discussed the goal of the retreat in terms of what will be discussed and why. The Committee also agreed that once Paul Stein establishes his goals in July for the upcoming year, they would do the same in August.

Malcolm suggested that the Committee, during an upcoming meeting, review their goals for the 2012-2013 school year, as well as reviewing the Committee's goals from last year. The School Committee agreed.

(c) **Term of the High School Building Committee:**

The HSBC has requested that their term be extended to June 30, 2013. Barb read the HSBC minutes that reflected their request. The Town Clerk informed Barb that if the School Committee agrees with the HSBC's recommendation, they should extend their term by Committee vote. Barb also mentioned that HSBC member Mary Lentz has submitted her resignation as a result of her move from Wayland.

Upon a motion duly made by Shawn Kinney, seconded by Beth Butler, the School Committee voted unanimously (5-0) by roll call vote to extend the term of the HSBC to June 30, 2013.

| <u>Roll Call</u>         | <u>Yes</u> | <u>No</u> |
|--------------------------|------------|-----------|
| Barb Fletcher, Chair     | X          |           |
| Beth Butler, Vice Chair  | X          |           |
| Malcolm Astley           | X          |           |
| Ellen Grieco (by remote) | X          |           |
| Shawn Kinney             | X          |           |

The School Committee discussed the Wayland High School Ribbon Cutting Ceremony that will take place on August 30, 2012 in terms of recognizing the diligence and dedication over the years by the HSBC. Beth will research and speak to Fred Turkington and State Representative Tom Conroy.

9. **Comments from the Public:**

Donna Bouchard stated that the student activity accounts were not audited for FY11. She asked the School Committee to charge the newly established Audit Committee with this task for FY11 and FY12.

Tom Sciacca asked for the draft copy of the Superintendent's evaluation. He also commented on the "Math Preview Data" as being extremely significant. In his opinion, a lack of understanding math, especially in the areas of probabilities and statistics, is a serious fundamental problem in this country. He commented that if some progress could be made based on this data, he felt it would be worth publicizing. He recommended a retired statistician, if the School Committee wanted to determine the significance of the data.

10. **Adjournment:**

Upon a motion duly made by Malcolm Astley, seconded by Shawn Kinney, the School Committee voted unanimously (5-0) by roll call vote to adjourn the Regular Session at 9:24 P.M.

| <u>Roll Call</u>         | <u>Yes</u> | <u>No</u> |
|--------------------------|------------|-----------|
| Barb Fletcher, Chair     | X          |           |
| Beth Butler, Vice Chair  | X          |           |
| Malcolm Astley           | X          |           |
| Ellen Grieco (by remote) | X          |           |
| Shawn Kinney             | X          |           |

Respectfully submitted,



Paul Stein, Clerk  
Wayland School Committee

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Observers:

Tom Sciacca, WVN  
Donna Bouchard, Wayland  
John Flaherty, Wayland

Corresponding Documentation:

1. Draft Special Session Minutes of December 17, 2011
2. Goals Discussed at the December 17, 2011 Retreat
3. Draft Regular Session Minutes of June 18, 2012
4. Draft Regular Session Minutes of June 25, 2012
5. Draft of Superintendent's Evaluation
6. Handout Math Preview Data (Survey)
7. Marshall Memo Summary – "Catching Math Learning Problems Early"
8. Draft of Agenda for School Committee Retreat/Workshop
9. Handout from Donna Bouchard re: the PDA's and Revolving Fund Checking Accounts