

MINUTES – WAYLAND SCHOOL COMMITTEE

Regular Session – September 10, 2012

A Regular Session of the Wayland School Committee was held on Monday, September 10, 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
Shawn Kinney (arrived at 7:38 p.m.)

Also:

Paul Stein
Superintendent of Schools

Brad J. Crozier
Assistant Superintendent

Marlene M. Dodyk
Director of Student Services

Geoffrey S. MacDonald
Business Administrator

Also:

Glenn Koocher, MASC

Chair Barb Fletcher convened the Regular Session at 7:07 P.M. and stated that WayCAM is taping and airing the meeting.

1. **Discussion of New Educator Evaluation system with Glenn Koocher:**

Glenn Koocher of MASC presented an overview of the New Educator Evaluations System and answered questions from the Committee members.

Steve Altea also attended the School Committee meeting as an observer and a guest of Mr. Koocher.

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

Tom Sciacca commented on job performance and compensation for public sector employees compared to the private sector. He also commented on the editorial he wrote to the Wayland Town Crier regarding increasing productivity by using technology.

3. **Continued Discussion of Student Activity Account Policies and Procedures:**

Geoff MacDonald provided an update of the progress on bringing the student activity accounts in line with recommended policies and practices. He answered questions from the Committee members.

Upon a motion duly made by Beth Butler, seconded by Ellen Grieco, the School Committee voted (4-0-1) (Shawn Kinney abstained) to approve the Wayland Student Activity Account procedures and the account categories as recommended by Geoff MacDonald.

Upon a motion duly made by Shawn Kinney, seconded by Beth Butler, the School Committee voted unanimously (5-0) to change the guidelines and procedures in the student activity accounts.

4. **Review of Melanson & Heath FY11 End-of-Year Report Compliance Statement:**

Geoff MacDonald reviewed the Compliance Statement from Melanson & Heath, as well as the findings. He answered questions from the Committee members.

5. **Update re: Special Ed and ELL Staffing:**

Paul Stein and Marlene Dodyk reviewed the current ELL staffing with the School Committee. Paul and Marlene informed the School Committee of the need for a TA because a new student whose IEP requires the staffing.

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6. **Discussion re: ORC and The Abrahams Group Reports re: Article 8 Restatement of FY11 School Expenditures:**

The School Committee reviewed the ORC Report and The Abrahams Group Reports re: the restatement of the Wayland Public Schools FY11 General Fund Expenditures and FY11 Revolving Funds Report so they can prepare their report for Annual Town Meeting.

Shawn Kinney will draft the School Committee's response to the ORC's insights.

7. **Review and Prioritize Items Included in School Committee Follow Up Report:**

The School Committee reviewed and prioritized the items included in the School Committee Follow Up Report.

8. **Review of 2012-2013 School Committee Meeting Calendar:**

The School Committee reviewed their scheduled meetings and confirmed the dates.

9. **Review of Topics to be Covered in the FY12 Annual Report:**

The School Committee discussed topics that would be included in the FY12 Annual Report. Beth Butler will bring a draft of the report to the next meeting.

10. **Consent Agenda:**

(a) Approval of Accounts Payable & Payroll Warrants:

- Wayland Public Schools Accounts Payable warrant, dated September 10, 2012, in the amount of \$166,411.03
- Wayland Public Schools Student Activities Accounts Payable warrant, dated September 10, 2012, in the amount of \$31,749.55
- Wayland Public Schools Payroll warrant, dated September 6, 2012, in the amount of \$1,255,512.38

(b) Approval of Minutes:

- Regular Session of July 26, 2012, as amended
- Regular Session of July 30, 2012, as written
- Executive Session of July 30, 2012, as written

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

11. **Superintendent's Report:**

Paul Stein reported that the school opening at every school was great and the new high school opening was at an all time high. He also informed the Committee that the bus routes are still being worked out.

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

(a) **Finalize School Committee Report on Part II of the Abrahams Group Report:**

The School Committee reviewed the draft of the School Committee Response to the ORC Report of Part II of the Abrahams Group Report and made several minor changes and edits.

Upon a motion duly made by Malcolm Astley, seconded by Shawn Kinney, the School Committee voted unanimously (5-0) to approve the final report subject to language being drafted by Ellen Grieco and Beth Butler confirming it regarding cost savings.

(b) **Update on Audit of School Accounts:**

Shawn Kinney updated the School Committee of the status of the audit of the schools' revolving accounts, as well as the suggestions from the Audit Committee. Shawn will continue to work with the Audit Committee and provide a status update at a future meeting.

13. **Comments from the Public:**

There were no comments.

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14. **Adjournment:**

Upon a motion duly made by Beth Butler, seconded by Malcolm Astley, the School Committee voted unanimously (5-0) to adjourn the Regular Session at 10:57 P.M.

Respectfully submitted,

Paul Stein, Clerk
Wayland School Committee

Observers:
Tom Sciacca, WVN

Corresponding Documentation:

1. Handouts from Glenn Koocher
 - “An ESE-MASC Workshop on the New Educator Evaluation Framework, April 2012
 - Structure of the Model Rubrics
 - The Massachusetts Model System for Educator Evaluation, Part VI: Implementation Guide for Superintendent Evaluation, January 2012
 - The Massachusetts Model System for Educator Evaluation, Part III: Guide to Rubrics and Model Rubrics for Superintendent, Administrator, and Teacher, January 2012
2. FY11 End-of-the-Year Report Compliance Supplement from Melanson Heath & Company, PC
3. ORC Insights on *The Abrahams Group Restatement of Wayland Public Schools FY11 General Fund Expenditures and FY11 Revolving Funds*
 - Memo re: Recommended Allocation of Expenses
 - Fiscal Operations Goals
4. 2012-2013 WSC Calendar
5. FY11 WSC Annual Report
6. Accounts Payables Warrants
7. Payroll Warrant
8. Minutes: Regular Sessions of July 26 and July 30, 2012; Executive Session of July 30, 2012
9. Final Draft of School Committee Report on Part II of the Abrahams Group Report
10. FY13 Student Activity Categories
11. Student Activity Account Procedures & Forms