

MINUTES – WAYLAND SCHOOL COMMITTEE  
Regular Session – February 25, 2013

A Regular Session of the Wayland School Committee was held on Monday, February 25, 2013, 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

Absent:

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

Chair Barb Fletcher convened the Regular Session at 7:04 P.M.

1. **Executive Session:**

Upon a motion duly made by Ellen Grieco, seconded by Beth Butler, the School Committee voted unanimously (4-0) to convene in Executive Session at 7:05 P.M. to discuss a WTA Grievance, as set forth in M.G.L. Chapter 30A, section 21(a)(3), a student matter, as set forth in M.G.L. chapter 30A, section 21(a)(7) per FERPA G.L. c71 section 34D and 603CMR section 23.00 et seq, and to discuss strategy with respect to Collective Bargaining for all school unions (WTA, WESA, Custodial and Food Service), as set forth in M.G.L. Chapter 30A, Section 21 (a) (3), 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            | X          |           |
| Shawn Kinney            | absent     |           |

Upon a motion duly made by Beth Butler, seconded by Malcolm Astley, the School Committee voted unanimously to adjourn the Executive Session and reconvene in Open 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            | X          |           |
| Shawn Kinney            | absent     |           |

The School Committee reconvened in Open Session at 9:27 p.m.

MINUTES – WAYLAND SCHOOL COMMITTEE  
Regular Session – February 25, 2013

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

There were no comments and written statements.

3. **Presentation of Elementary Building Use Task Force Report:**

Paul Stein gave a brief overview of the work done and the process taken by the Task Force. At the end of this process, the Task Force recommended three options:

- K-5 option at each of the three elementary schools;
- Lower Elementary option – Loker (K-1) and Happy Hollow and Claypit Hill (2-5);
- Upper Elementary option – two schools (K-3) and the other (4 & 5).

Paul stated that they did not feel there was a necessity to make any changes for September 2013, but is projecting for September 2014.

Paul identified the next steps for the School Committee as follows:

- create a new charge
- create a new task force
- research the 3 options
- create a more detailed cost/benefit analysis of 3 options
- generate more public and staff input
- present a recommendation for a top choice
- present a recommendation for implementation and timeline
- School Committee vote

Paul commented that he is both appreciative and impressed with the work of the Task Force. Beth Butler recommended that the School Committee recognize the Task Force at a future meeting.

Paul answered questions from the School Committee. The Committee will discuss further at a future meeting.

4. **TEC Update:**

Beth Butler asked the School Committee if they had questions in terms of the information that was provided – the TEC Annual Report, a letter of recommendation to hire Liz McGonagle as the next Executive Director, and Liz McGonagle's cover letter and resume.

Paul Stein commented that TEC is in a good place in terms of its programs and financial position.

5. **Discussion and Preparation for Budget Hearing on March 11:**

Barb Fletcher sent to the School Committee a draft presentation for the Budget Hearing on March 11. She asked the Committee members for their comments. Barb also commented that she worked with Geoff MacDonald to produce a Budget to Actual spreadsheet, reflecting the \$65,000 reduction in the recommended budget.

Malcolm Astley left the meeting at 9:50 p.m.

6. **Preparation for Town Meeting:**

Barb Fletcher asked the School Committee to think about themes or messages that they would like included in the Budget Message. Beth and Ellen offered their suggestions.

Barb also asked the Committee for their input regarding the Town Meeting Book. This topic will be discussed further at the March 11 meeting.

7. **Consent Agenda:**

(a) Approval of Accounts Payables & Payroll Warrants

- Wayland Public Schools Accounts Payables warrant, dated 2/25/2013, in the amount of \$507,299.74
- Wayland Public Schools Accounts Payables warrant, dated 2/25/2013, in the amount of \$13,267.61 (Student Activity Accounts)
- Wayland Public Schools Payroll warrant, dated 2/7/2013, in the amount of \$1,180,138.07

MINUTES – WAYLAND SCHOOL COMMITTEE  
Regular Session – February 25, 2013

- Wayland Public Schools Payroll warrant, dated 2/21/2013, in the amount of \$1,237,114.82

(b) Approval of Minutes

- Regular Session of January 22, 2013
- Regular Session of January 29, 2013

(c) Acceptance of Gifts

- A donation in the amount of \$1,000 to the Wayland High School Water Warriors from the Steve Henley Memorial Fund, Wayland, MA

Upon a motion duly made by Ellen Grieco, seconded by Beth Butler, the School Committee voted unanimously (3-0) to approve the Consent Agenda, including the Regular Session minutes of January 22 and January 29, 2013 as amended.

8. **Superintendent's Report:**

Paul Stein commented that he has observed Professional Learning Communities (PLC's) at the elementary level, which are comprised of teachers, a special educator, teaching assistants and, in some cases, a math coach and reading specialist. In these sessions, all parties discuss how students at each grade level perform on some assessments and the progress that is being made. Paul also commented that during this process everyone learns from each other and uses each other as resources.

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

(a) Update re: Audit/Review of School Accounts:

Barb Fletcher updated the School Committee regarding the RFP process. She stated that the legal notice was posted and 13 firms as of this date have requested the RFP, in which it states that March 7 is the date that proposals are due. Diane Marobella will receive the proposals on March 7 and, in turn, will give them to Chris Riley. Barb commented that the Audit Committee will serve as point persons after a firm has been selected.

Barb stated that she had a follow-up conversation with Rebecca Chasen after the Committee's meeting with Jim Powers. Rebecca recommended that a School Committee member work as a liaison with Chris Riley, and she offered to continue to act as a consultant in this process going forward.

The School Committee postponed their decision to appoint a liaison, so as to include Malcolm in the discussion. Ellen Grieco recommended Beth Butler as the liaison.

(b) Update re: Status Report and Future Agenda Topics:

The School Committee discussed the Status Report and future agenda topics. It was brought to the Committee's attention that March 25 is the eve of Passover. Barb Fletcher also commented that she cannot attend the April 22 meeting.

10. **Comments from the Public:**

There were no public comments.

11. **Executive Session:**

Upon a motion duly made by Beth Butler, seconded by Ellen Grieco, the School Committee voted unanimously (3-0) to convene in Executive Session at 10:23 P.M. to review the Executive Session minutes of January 22, pursuant to M.G.L. Chapter 30A, section 21(a)(3), 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 for adjournment purposes only. 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          | absent     |           |
| Ellen Grieco            | X          |           |
| Shawn Kinney            | absent     |           |

MINUTES – WAYLAND SCHOOL COMMITTEE  
Regular Session – February 25, 2013

12. **Adjournment:**

Upon a motion duly made by Beth Butler, seconded by Ellen Grieco, the School Committee voted unanimously (3-0) to adjourn the Regular Session at 10:29 P.M.

Respectfully submitted,

Paul Stein, Clerk  
Wayland School Committee

Observer:

Jeanne Downs

Corresponding Documentation:

1. Elementary Building Task Force Report
2. TEC Annual Report 2012
3. TEC Letter of Recommendation for New Director
4. Liz McGonagle's Cover Letter & Resume
5. Draft Presentation for March 11<sup>th</sup> Budget Hearing
6. Budget to Actuals Spreadsheet for Revolving Accounts
7. Regular Session Minutes of January 22 and 29, 2013
8. Executive Session Minutes of January 22, 2013
9. Accounts Payables & Payroll Warrants
10. RFP – Forensic Agreed Upon Procedures Engagement