

MINUTES – WAYLAND SCHOOL COMMITTEE

Special Session – July 2, 2013

A Special Session of the Wayland School Committee was held on Tuesday, July 2, 2013, at 4:00 P.M. in the School Committee Room of the Wayland Town Building.

Present were:

Barb Fletcher, Chair
Beth Butler, Vice Chair
Malcolm Astley
Donna Bouchard

Absent:

Ellen Grieco

Also:

Brad J. Crozier
Assistant Superintendent

Geoffrey S. MacDonald
Business Administrator

Chair Barb Fletcher convened the Special Session at 4:05 P.M. and announced that WayCAM was broadcasting the meeting.

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

There were no comments and written statements from the public.

2. **Discussion of Process for Responding to Open Meeting Law Complaints:**

In regards to George Harris's Open Meeting Law complaints, the School Committee is obligated to file a formal written response to the Attorney General's office. Gini Tate is working with a colleague to draft written responses, which are not complete at this time. When completed, the Committee will review and vote on the responses at its next meeting. Following that, the School Committee will have a conversation with George Harris to explain the Committee's positions on the outstanding OML complaints.

A discussion ensued in regards to the timeline of the public records requests from George Harris and the School Committee's responses.

In terms of an earlier request by the School Committee that Beth and Gini Tate contact the Attorney General's office on this matter, Beth noted that Gini Tate did call the Attorney General's office and they cannot provide any specific direction in this matter until the facts of any given situation are known. Barb also provided Gini's timeline regarding the three OML complaints.

There was a discussion by the Committee regarding Donna Bouchard's OML complaint and the process that was taken. Suggestions were made in terms of moving forward as a cohesive committee.

3. **Discussion re: Process for Releasing Executive Session Minutes:**

Because of completed negotiations, Barb commented that the Executive Session minutes will be reviewed again before releasing. Barb recommended that an outside attorney perform an independent review of the minutes and asked for the Committee's input. Going forward, a quarterly review of the Executive Session minutes will be conducted either by the Chair of the School Committee, the Superintendent, or an attorney.

The general context of Executive Session minutes was discussed. Malcolm noted that Executive Session minutes protect certain rights of employees in certain situations, as well as protecting the bargaining position of the School Committee and would not support the release of the minutes unless first reviewed by an attorney. Beth and Donna also agreed with Barb's recommendation.

Donna Bouchard will call the Attorney General's office to ask how many years of Executive Session minutes need to be reviewed in order to be released. Beth requested that the Committee be clear in terms of what question will be asked of the Attorney General's office. There will be another discussion on July 22, 2013.

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4. **Final Review of Press Release re: Memorandum of Agreement with the WTA:**

The School Committee reviewed the press release regarding the MOA with the WTA. Gini Tate made some minor changes, and Jim Page and Matt Daniels did sign off on those changes.

Upon a motion duly made by Malcolm Astley, seconded by Donna Bouchard, the School Committee voted unanimously (4-0) to approve the revised press release with regard to Collective Bargaining Agreements with the WTA.

5. **Continued Discussion re: Appointment to Permanent Municipal Building Committee for Middle School Roof Project:**

Since the two interested parties could not attend tonight's meeting, the School Committee discussed the process of appointing a School Committee representative to the Permanent Municipal Building Committee. Barb cited a policy in which it states that a subcommittee cannot act on behalf of the School Committee. However, it can make recommendations to the School Committee.

Barb recommended that Donna and Beth, as a subcommittee, interview the two candidates and come back to the School Committee on July 22nd with their recommended School Committee appointee to the Permanent Municipal Building Committee. The interview process and the questions to be asked of these candidates were discussed.

Upon a motion duly made by Donna Bouchard, seconded by Beth Butler, the School Committee voted unanimously (4-0) to appoint Donna, Beth, and Malcolm (as a backup) to the subcommittee to interview the two candidates and to make a recommendation as to the appointment to the Permanent Municipal Building Committee for the Middle School roofing project.

The members will take their appointment letters to the Town Clerk and be sworn in individually.

6. **School Committee Approval for Pegasus Salary Increase for FY14:**

Paul Stein requested School Committee approval for an FY14 salary increase for Pegasus employees that is in line with the teachers' settlement for FY14. Because Pegasus is a summer program, there was an immediacy to approve these salaries.

Upon a motion duly made by Donna Bouchard, seconded by Malcolm Astley, the School Committee voted unanimously (4-0) to approve a .5% cost of living salary increase for all returning Pegasus employees per Paul's recommendation.

7. **Discussion re: Possible Summer Retreat Topics:**

Barb will send out a Doodle Survey to obtain members' availability during the summer. The morning of August 26th was recommended, since there was an evening meeting that day. The Committee discussed retreat topics and suggested formats of the meeting in terms of whether to secure a facilitator. It was also recommended to have two retreat meetings – the first to discuss School Committee goals and the second to discuss process and protocols.

Some of the other topics recommended were: 1) high stakes testing; 2) formation of a Budget Advisory Subcommittee; 3) OML training; and the superintendent evaluation process for FY14 and beyond.

Beth stepped out of the meeting at 5:15 p.m. and returned at 5:17 p.m.

8. **Continued Discussion re: Gift to HSBC:**

At its meeting of June 17th, the School Committee agreed that a granite bench would be an appropriate gift in recognition of the HSBC. Beth spoke with John Moynihan in terms of the logistics of placement at Wayland High School. The Committee discussed the engraving on the bench and decided on "With gratitude to HSBC." However, if a plaque with the members' names is not displayed at the high school, Beth will research the cost of engraving the names on the bench.

Barb noted Pat Tutwiler's resignation and acknowledged that Brighton High School was very lucky to have him. She also commented that Paul has started the process of looking for an interim principal and will update the School Committee at its next meeting on July 22, 2013.

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Barb asked the School Committee members for their availability to sign the July 8, 2013 Accounts Payable warrant.

9. **Consent Agenda:**

(a) Approval of Accounts Payables Warrant:

- Wayland Public Schools Accounts Payable warrant, dated 7/2/2013, in the amount of \$236,995.11
- Wayland Public Schools Payroll warrant, dated 6/27/2013, in the amount of \$501,213.60

There was a question by a Committee member re: evaluation pilot stipends.

Upon a motion duly made by Beth Butler, seconded by Malcolm Astley, the School Committee voted unanimously (4-0) to approve the Consent Agenda as presented.

10. **Comments from the Public:**

There were no comments from the public.

11. **Adjournment:**

Upon a motion duly made by Beth Butler, seconded by Donna Bouchard, the School Committee voted unanimously (4-0) to adjourn the Regular Session at 5:50 p.m.

Respectfully submitted,

Barb Fletcher, Chair
Wayland School Committee

Corresponding Documentation:

1. School Health Unit Application from the Board of Health
2. OML Complaint dated July 1, 2013
3. Draft Press Release re: WTA Bargaining Agreement
4. Memo re: Pegasus Salaries