

MINUTES – WAYLAND SCHOOL COMMITTEE  
Regular Session – March 26, 2012

A Regular Session of the Wayland School Committee was held on Monday, March 26, 2012, at 6:30 P.M. in the School Committee Room of the Wayland Town Building.

Present were:

Barb Fletcher, Chair  
Beth Butler, Vice Chair  
Malcolm Astley (by remote at 7:22 p.m.)  
Ellen Grieco (arrived at 6:44 p.m.)  
Shawn Kinney

Also:

Paul Stein  
Superintendent of Schools

Brad J. Crozier  
Assistant Superintendent

Geoffrey S. MacDonald  
Business Administrator

Marlene M. Dodyk  
Director of Student Services

Also:

Dianne Bladon, HSBC  
Trish O'Reilly, Math/Science K-5 Curriculum Specialist  
Judy Hardy, Elementary Math Coach  
Aidan McCann, Elementary Math Coach

Chair Barb Fletcher convened the Regular Session at 6:37 P.M.

1. **Executive Session:**

Upon a motion by Beth Butler, seconded by Shawn Kinney, the School Committee voted unanimously (3-0) to convene in Executive Session at 6:38 P.M. to discuss matters pertaining to the Custodial union arbitration, as set forth in M.G.L. Chapter 30A, Section 21(a) (3). A roll call vote was taken as follows:

<b><u>Roll Call</u></b>	<b><u>Yes</u></b>	<b><u>No</u></b>
Barb Fletcher, Chair	X	
Beth Butler, Vice Chair	X	
Shawn Kinney	X	

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

Molly Upton asked the School Committee to consider Article 9 that she put forth in the Town Warrant. She stated that the objective of this article is to consider other possible components during negotiations in addition to steps and lanes.

She also stated that this article will be changed such that the results of the analysis would only be given to the School Committee, not the public.

With respect to the prior speaker, Bob Gordon urged the School Committee not to consider adoption of Article 9 for an appropriation of funds to study teacher compensation, as it is a core function of the School Committee. He also stated that if an amendment was made, it would be very difficult to keep it from the public. For several reasons, he asked the School Committee to speak out strongly against it.

Louis Jurist commented on the Grand Open House as being exciting and praised the work of all those who worked on the committees. He also congratulated Lea Anderson and the HSBC, as well as Dr. Tutwiler for managing the high school and its programs in a seamless way during the construction process. Louis also commented on Shawn Kinney's Town Crier article and the revolving accounts and fee-based programs.

3. **Special Matters:**

(a) **Response to Intervention Presentation:**

Paul Stein gave a brief introduction to the first of six presentations regarding the progress of the system-wide goals. The School Committee was provided with a report giving an overview of the RTI goal in general, specifically honing in on math coaching. He stated that an experimental format – the SWOT (strengths, weaknesses, opportunities, and threats) format – is being used. Paul also stated that he has been working with the principals, so that the system-wide goals are reflected in the School Improvement Plans.

Brad Crozier first described the concept behind the cover of the report using the algorithm method. He then gave a quick overview of the context of the presentation. He also stated that common assessments are being implemented across grade levels and sometimes in many different grade levels that are age appropriate. He described how teachers use the data collected to group the students in a particular grade level and not just by classroom. Brad introduced Tricia O'Reilly (Math/Science Curriculum Specialist) and math coaches Judy Hardy and Aidan McCann.

Tricia O'Reilly briefly explained RTI and broke it down in terms of what is being done in the elementary Math Department on a day-to-day basis. Tricia spoke about teacher collaboration, the piece of data to perform instruction, the sharing of best practices – differentiated instruction – and how the math coach model has been developed so far, as it is a work in progress. She stated that the use of data is one of the biggest goals of RTI, as data is being used to inform the teachers' instruction and not to label children. Common data/assessments are important in terms of the teachers' getting together and having a conversation about where they are moving their instruction or their needs in the classroom. Every student in Grades 1 through 5 was issued the GMADE (Group Mathematics, Assessment and Evaluation), a norm reference test, during 3 separate sessions. The test is broken down into three areas: (1) concepts and communication; (2) operations and computation; and (3) process and application. From that testing, a report was generated for each student, which, in turn, was used to create targeted instructional groups. Finally, Tricia stated that math coaching models vary from district to district and building to building.

Judy Hardy and Aidan McCann, elementary math coaches, described their roles as math coaches on a day-to-day basis. Judy stated that at the beginning of the year, she spent a great deal of time developing a relationship with the teachers and students to create an understanding of her role as a math coach. She described her interactions with the teachers in terms of how she helps them meet their needs and their goals in the classroom. She also explained some of the exercises/units that teachers use in teaching math by grade level.

Aidan shared a typical communication and an enrichment activity that he offers to teachers, so they can share it with their students. Aidan assists teachers with the Every Day Math Program, helps to set up small group instruction, creates enrichment activities for students who exceed expectations, gathers resources, co-plans a unit with a teacher, and assists in grouping students based on the GMADE data. Aidan and Judy also observe in the classroom at the teacher's request and then meet with the teacher to discuss his/her needs and how they can help to achieve them. Judy and Aidan commented that there has been a lot of excitement, both by teachers and students, surrounding math.

Tricia, Judy and Aidan answered questions from the School Committee.

(b) **Shawmut Design Company Change Orders 14a & 14b:**

Dianne Bladon of HSBC reviewed Change Orders 14a and 14b with the School Committee and noted that the HSBC had reviewed and voted on the change orders at their March 8<sup>th</sup> meeting.

Upon a motion duly made by Malcolm Astley, seconded by Shawn Kinney, the School Committee voted unanimously (5-0) by roll call vote to approve SDC Change Orders #14a in the amount of \$62,681 and 14b in the amount of \$22,344, for a revised contract value of \$57,507,541, and to authorize Chair Barb Fletcher to sign the contract on behalf of the Wayland School Committee.

Dianne answered questions from the School Committee and will get back to the Committee regarding the cost of some items. She gave a quick update on the asbestos contained material found, which was abated, and received approval from the DEP. She also updated the Committee on the parking and costs associated with student parking, specifically as it relates to parking fees. She provided the School Committee with copies of a map of the campus and a cost analysis, as well as cost figures from Shawmut and KVA, which are not reimbursable by

the State.

5. **Regular Matters:**

(a) **Discussion re: Capital Budget as It Relates to the MSBA Grant Process:**

John Moynihan told the School Committee that he and Beth Butler met with the MSBA representatives to conduct a site visit at the Middle School. John also stated that he had a preliminary discussion with the MSBA and submitted the appropriate documentation for the middle school roof, which is considered an accelerated repair project. He reviewed the MSBA timeline from approval to construction and the costs associated to maintain the status quo or to repair the roof. John commented that without any funding, they cannot participate in the program.

Barb Fletcher stated that she contacted Fred Turkington and Mark Lanza regarding language to amend the motion that would be contingent upon MSBA funding. She read one option available to the School Committee. The Committee agreed to move forward to amend the current motion.

A member stated his concern about the funding process and the options available; however, according to Barb, a debt inclusion may not be an option. After much discussion, the School Committee agreed to ask the Finance Committee to make a decision regarding the funding of the middle school roof.

Upon a motion duly made by Beth Butler, seconded by Ellen Grieco, the School Committee voted unanimously (5-0) by roll call vote to approve the FY13 Capital Request for the schools totaling \$1.92M with the change in the article to include language provided by Mark Lanza that states, "Provided that no funds so appropriated for the Middle School roof repairs under Line 19 shall be expended, unless and until the Massachusetts School Building Authority makes a written determination that the project is eligible for funding under its repair program and has the MSBA's approval for such language."

Barb Fletcher asked John Moynihan about the FY09 capital repairs and the status of those repairs. The Committee reviewed the list of repairs, including the cost of those repairs, and John stated that \$210,000 will be returned to the town at the end of the fiscal year.

(b) **Continued Discussion of Legal Opinion re: Revolving Accounts:**

Paul Stein commented on the revolving accounts and stated that he wants to do what is appropriate in terms of moving the funds from those accounts. He made reference to Jim Toomey's legal opinion that states the money in the fee-based accounts (athletics, instrumental music, parking and transportation) must be used for purposes for which they were collected in that year and cannot be returned to the town. However, expenses related to those balances can be charged to those accounts. Paul recommended that expenses related to these funds be charged against their respective revolving accounts, with the exception of the gate receipts, effectively returning these funds to the Town. Since Paul's proposal accomplishes the recommendation of the Abrahams Group, he goes on to explain the ways in which it can be done.

The School Committee discussed Attorney Toomey's legal opinion and Paul's proposal/recommendation, as it is consistent with current practice and what the Committee has discussed going forward.

Upon a motion duly made by Beth Butler, seconded by Malcolm Astley, the School Committee voted unanimously (5-0) by roll call vote to adopt the recommendation put forward by the Superintendent, as delineated on the Revolving Account Status FY12 Q2 and that the amount of \$606,515.79 be effectuated along these lines and, from this amount of \$606,515.79, the projected balance of \$60,569.68 related to high school parking be expensed to the high school project.

The School Committee discussed the revolving accounts for WSCP programs and having an analysis done related to the direct/indirect costs of these programs. As an action item, the administrators will return to the School Committee by the April 23<sup>rd</sup> meeting as to how the administrators would like to proceed regarding an analysis of the direct/indirect costs associated with each of the WSCP programs and FDK.

As an action item, Ellen Grieco will ask Attorney Jim Toomey to clarify his opinion about whether there is a way to charge fees and still maintain an appropriate balance in those accounts.

(c) **Request for Additional ELL Services:**

The district has identified increased student needs in the area of ELL services, particularly for students at Claypit Hill and the Middle School.

Upon a motion duly made by Ellen Grieco, seconded by Beth Butler, the School Committee voted unanimously (5-0) by roll call vote to increase ELL staffing up to 17.5 hours per week from now until the end of the year for a maximum of \$8,575 and to transfer funds from the tuition account in order to meet this immediate need.

(d) **Continued Town Meeting Preparation:**

The School Committee reviewed and discussed Barb Fletcher's draft budget message. The Committee members recommended changes in terms of which language to add or delete. Barb will make the changes and send a final copy to the School Committee.

Barb handed out to the School Committee a draft analysis of increases in personnel costs in response to a question she received from a community member. The Committee discussed this document in terms of the personnel costs related to colas, steps and lanes. The School Committee also revisited the amendment to Article 9 and their concerns in terms of confidentiality and the purpose for which it was drafted.

Beth Butler asked Shawn Kinney if he intends to move ahead with Article 28. Shawn responded in the affirmative; however, he will amend it slightly based on tonight's discussions regarding the revolving accounts and will forward to the School Committee prior to Town Meeting.

Malcolm asked Shawn to explain his rationale for the articles. The School Committee discussed the intent of the Articles, and Shawn answered further questions from the Committee. Beth Butler went on record to voice her non-support for Article 28.

The School Committee discussed Shawn's article in the Town Crier in terms of whether it warrants a response. They also expressed their concern in terms of its accuracy, and, as a result, it could be misconstrued that it represented the entire Committee's views. The Committee agreed that boiler plate language should be used when one member is representing him or herself.

(e) **Increasing Limits of Student Activity Accounts:**

Geoff MacDonald stated that the principals of the High School and Middle School request that the limits be increased by \$10,000 in the student activity accounts in anticipation of the new process that is being put in place. This will put Wayland in alignment with the state and is also a recommendation by the Abrahams Group. Geoff also stated that these accounts will be audited in May or June and will cost about \$5,000 for the audit.

Upon a motion duly made by Ellen Grieco, seconded by Shawn Kinney, the School Committee voted unanimously (5-0) by roll call vote to increase the limits of the High School and Middle School activity accounts as recommended by Geoff MacDonald.

6. **Consent Agenda:**

(a) **Approval of Accounts Payables & Payroll Warrants:**

- Wayland Public Schools Payroll warrant, dated 3/22/2012, in the amount of \$1,145,282.26
- Wayland Public Schools Accounts Payable warrant, dated 3/26/2012, in the amount of \$285,768.79
- Wayland Public Schools Accounts Payable warrant, dated 3/26/2012, in the amount of \$1,023,128.01 (High School Project)

(b) **Acceptance of Gift:**

- A donation from John Infrere of Wayland to Wayland High School, which consisted of a variety of musical instruments and accessories

(c) **Approval of Wayland/Weston Crew Trip:**

School Committee approval has been requested for the Wayland/Weston Crew Team trip to New York in April and Tennessee in June. Paul Stein stated that the number of chaperones on the buses has been changed from one to two.

(d) **Approval of Minutes:**

- Regular Session of March 12, 2012 (as written)

Upon a motion duly made by Shawn Kinney, seconded by Beth Butler, the School Committee voted unanimously (5-0) by roll call vote to approve all items as noted under the consent agenda.

**Malcolm Astley left the meeting via remote at 11:30 p.m.**

7. **Superintendent's Report:**

(a) School News:

Paul commented that the High School Grand Open House was "grand." He also stated that he was amazed by the Spelling Bee and the number of students who participated, as well as the Civics Bee. He also commented on two courses that he observed at the High School – Astro Fictions and Lyrics, Licks and Layin' Down Tracks. Paul confirmed that "pink slime" is not present in the meat served in our schools.

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

(a) Review Draft of School Committee Report re: Part II of the Abrahams Report:  
Agenda item was tabled.

(b) Status of School Committee Secretary:

The School Committee agreed that the School Committee secretary continue under the current model attending regular session meetings for the purpose of taking minutes.

9. **Comments from the Public:**

Jeff Dieffenbach stated he was surprised to hear Committee members speak in opposition to responding to public statements that are in error, which creates an atmosphere making it difficult for the School Committee and the school district to operate. He also expressed concern that public statements gather momentum and become "truth" to some people; thus, he encouraged the School Committee to respond at appropriate times and correct the record.

Louis Jurist expressed his disappointment in the discussion and non-vote of Article 9. As a past School Committee member, he stated that the information talked about in the article was collected from towns also mentioned in Article 9 and utilized during negotiations in terms of comparing teachers' salaries. He also stated that after negotiations are complete, it all becomes public record and believes that should have been made clear by the Committee.

10. **Adjournment:**

Upon a motion duly made by Beth Butler, seconded by Ellen Grieco, the School Committee voted unanimously (4-0) to adjourn the Regular Session at 11:37 P.M.

Respectfully submitted,

Paul Stein, Clerk  
Wayland School Committee

Observers:

See attached.

Corresponding Documentation:

1. Memo from KVA re: SDC Change Orders 14a & 14b
2. Memo from Geoff MacDonald re: High School & Middle School Student Activity Accounts
3. Memo from Pat Tutwiler re: Acceptance of Gift
4. Required Travel Form for Wayland/Weston Crew Trip
5. Regular Session Minutes of March 12, 2012
6. School Committee Policy "School Committee Operational Goals" (handout)
7. Draft of FY13 Town Meeting Message
8. Comparison of Per Pupil Expenditure (handout)
9. Payroll Summary and Accounts Payables Warrant