

# MINUTES – WAYLAND SCHOOL COMMITTEE

Regular Meeting – August 7, 2017

A Regular Meeting of the Wayland School Committee was held on Monday, August 7, 2017, at 7:00 P.M. in the School Committee Room of the Wayland Town Building.

*Present were:*

Ellen Grieco, Chair  
Jeanne Downs, Vice Chair  
Nate Buffum  
Kim Reichelt  
Kathie Steinberg

*Also:*

Arthur Unobskey  
Superintendent

Brad Crozier  
Assistant Superintendent (arrived at 7:25 p.m.)

Susan Bottan  
School Business Administrator

Marlene Dodyk  
Director of Student Services

*Also:*

Ben Keefe, Public Buildings Director  
Asa Foster, Recreation Commission  
Frank Krasin, Recreation Commission

Chair Ellen Grieco convened the regular session at 7:02 p.m.; the meeting is being recorded by WayCAM.

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

Amy Michaels expressed appreciation that the School Committee moved ahead with the bus proposal to park the buses away from schools and neighborhoods.

Tom Sciacca corrected a statement he made at the last meeting regarding a fine imposed upon the town by the DEP. The town was actually sited by the DEP for a pollution event which cost the town \$200,000, most of which were legal fees to address being sued by the terminated highway director at that time. Tom noted that, in his opinion, there were several misstatements made at the last School Committee meeting regarding turf fields vs. grass fields in terms of playing time, as well as statements made about alternative in-fills for turf fields replacing ground up tires. Tom commented that alternatives in-fills have been around for ten years, but are not heavily used because of expense, durability and maintenance issues. Organic cork and coconut husks have been used but will not last the assumed 10-15 years of life expectancy.

Rec Commissioner Frank Krasin commented that injuries that occur on grass fields and turf fields are about the same. Turf fields are preferred because these fields are not affected by rainy weather and muddy conditions allowing the students to play early on in the spring and fall seasons.

Rec Commission Chair Asa Foster announced that there will be one or more symposiums in the fall to address issues with respect to turf fields. Experts will be available to offer their comments and expertise.

**2. Special Matter:**

Update regarding the High School Master Athletic Plan, including Outreach to Other Committees/Boards, Community Members, Staff and Students, Review of Draft Article for Special Town Meeting, and Possible Vote to Co-sponsor and Submit Article with Recreation Commission, and to Present Article to the Board of Selectmen:

Jeanne distributed a list of objectives/goals for the School Committee to consider as well as potential arguments for or against the High School Master Athletic Plan when making the decision to submit one or two articles at special fall town meeting. The School Committee will also decide if they want to apply for CPC funds for a portion of the design process. The School Committee reviewed the updated article; Jeanne explained the updates. The deadline to submit the

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article(s) is August 30. If an article is not submitted for special fall town meeting, there could be a delay of the project for another year and the athletic facilities could fail to the point of being declared unsafe and unusable. Short-term solutions for emergency repairs are not recommended for many reasons, including the urgency to move ahead with the project.

The design fee is estimated to cost \$482,000. Jeanne added that the Rec Commission will provide \$200,000 towards design fees for the turf fields at the Loker Conservation site and high school, and the remainder for the design phase could come from CPC funds and other sources. However, CPC funds cannot be used toward a synthetic turf field. Jeanne explained the process to pursue CPC funds. A discussion ensued about the benefits of submitting a joint article with the Rec Commission vs. submitting a separate article, including potential discussions and outcomes on Town Meeting floor.

Ben Keefe commented on the efficiencies of submitting a joint article in the fall, including receiving a better price for the design work. Ben's recommendation was to co-sponsor the article, as both the town and schools will benefit from all of the facilities. Asa Foster commented on the history and past pursuit of putting fields at the Loker Conservation area. For several reasons, fields were not developed at that time. Asa also commented on what he feels is the School Committee's responsibility to provide athletic facilities for students long after the school day ends, and, in his opinion, a co-sponsored article is very beneficial. Concerns were raised regarding the possible financial impact on the educational programs and the question of necessity of having two turf fields instead of only one. Further discussion followed about grass vs. turf field and the current Loker Conservation proposal.

Upon a motion duly made by Kathie Steinberg, seconded by Nate Buffum, the School Committee voted unanimously (5-0) to put forward an article for fall town meeting for the design of parts one and two of the Wayland High School Facility Strategic Master Plan and the development of a synthetic turf field at the Loker Conservation and Recreation site in the amount of up to \$482,000 to be co-sponsored with the Recreation Commission.

More discussion ensued before a final vote regarding field usage. Arthur added that all DCL towns have multiple turf fields because towns struggle to maintain grass fields without a real commitment to the level maintenance required to maintain grass fields and safety issues are a concern.

Jeanne left the meeting at 8:07 p.m. to attend the Board of Selectmen meeting. This agenda item was suspended until Jeanne returns.

A member of the audience asked for more clarity in the School Committee's discussions.

3. **Financial Matters:**

(a) Review and Discuss FY19 Capital Projects, including a Possible Vote to Resolve or Fund the Projects:  
This agenda topic was passed over.

(b) Discussion and Possible Vote to Authorize the School Committee Chair and the Superintendent to Sign the Project Funding Agreement and any Amendments, thereto, for the Loker School Project between the Town of Wayland and the Massachusetts School Building Authority:  
Discussion postponed until later in the meeting.

(c) Discussion and Possible Vote to Turn Back Unspent Capital Balance:

As previously reviewed by the Finance Subcommittee, Susan updated the School Committee on completed capital projects but have residual account balances totaling \$32,532 that she recommends turning back to the town. The balances are the following:

- Happy Hollow Phone Upgrade (\$122)
- CH and HH Furniture Replacement (\$0)
- Loker Security (\$6,557)
- Custodial Equipment Replacement (\$439)
- HH Nurse/Art Room Upgrade (closed and consolidated) (\$0)
- Middle School Windows Project (\$25,300 approx.)

Upon a motion duly made by Ellen Grieco, seconded by Kathie Steinberg, the School Committee voted unanimously (4-0) to return the unspent capital balance as listed on the chart, and as prepared by Susan, in the

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amount of \$32,532 back to the town.

- (d) Update and Discussion regarding the Status of School Bus Parking, including the Request for Proposal to Lease Land from HDR Holdings and Review of Presentation to Board of Selectmen:  
Susan updated the School Committee regarding the potential lease with HDR Holdings for school bus parking. Susan and others walked the location, including the offices available and parking area. The site was more than adequate and would accommodate the needs required; however, there were some concerns about the buses coming out on to Route 20 that may require installing some signage. Until a long-term plan is in place, this site could act as a temporary location and, in which case, the contract could be revised in terms of an exit out of the contract. Susan and Ellen will present to the Board of Selectmen the School Committee's vote to recommend the acceptance of the RFP response from HDR Holdings, subject to a feasibility review. Susan commented on the sites that remain on the list as possibilities for bus parking, including the potential impact of putting the buses at the Loker Conservation land given that the land is being proposed for playing fields use.
- (e) Report from Finance Subcommittee:  
Kathie reported that the Finance Subcommittee is working on an article for the High School Master Athletic Plan. Susan commented that the Board of Selectmen approved entering into an agreement with the Weston Public Schools to provide transportation to Minuteman.
- (f) Update regarding School Start Times:  
Kim commented that she and Arthur will meet this week to discuss moving forward with the issue of school start times. She met with Heath Rollins regarding athletic issues and Allyson Mizoguchi regarding scheduling. Kim also met with a professor from MIT, an optimization expert, regarding the consolidation of bus routes and how it was applied in the Boston Public Schools. Some task force members are doing some research over the summer months.

4. **Educational Matters:**

- (a) Hear Superintendent's Report:  
Arthur reported on his daily routine since he began in July, including meeting town officials and school staff. He observed the Pegasus program and enjoyed a Wayland Strings performance led by Whitney Tandon. Arthur will observe some summer programs for math and literacy at Loker School in the coming days.
- (b) Discussion regarding Education as to Risks Associated with Concussions in Secondary School Athletics:  
Ellen asked the School Committee members if they are interested in engaging in a discussion regarding the concussion risks associated with secondary school sports for the purpose of determining if parents are being educated enough on this topic and if anything should be done differently in this regard.

Marlene commented on the protocols in terms of the policy in place which the state requires that concussion protocols are reviewed every two years. Coaches are trained and mandated by law to instruct students in terms of the risk of concussions. The school district is also required to submit a statement every two years to the state that the concussion protocols were reviewed and are current with the law. Marlene recommended that Heath Rollins come before the School Committee to talk about the process he follows with the coaches. Marlene described how the school policy and protocol was updated in staying with state law. Ellen invited Marlene, Ruth Mori and the school nurses to make a presentation in terms of school data and keeping track of concussions that occur outside the realm of sports.

5. **Administrative/Procedural Matters:**

- (a) Discussion of Open Meeting Law Complaints Filed by George Harris on June 7, 2017 regarding the May 8, 2017 Agenda (Item #10c) and on July 18, 2017 Alleging Failure to Respond to June 7, 2017 Complaint and on July 18, 2017 regarding Production of Executive Session Minutes:  
Ellen filed a response with George Harris and the Attorney General's office. There has been no response. She also received a call from Brian Benson, Metro West reporter, regarding an article he was writing about Open Meeting Law complaints.
- (b) Discussion of Ongoing and Future School Committee Communications with the Public:  
The School Committee discussed its ongoing process of communicating with the public. Communication announcing each meeting with a link to the agenda will continue via the community newsletter and Kim suggested posting a summary of each meeting. The Committee identified article topics that will be written by each member

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going forward. The School Committee will bring a list of other potential article topics to the August 21<sup>st</sup> meeting.

*Jeanne returned to the meeting at 8:35 p.m.*

Jeanne briefly reported about attending the Board of Selectmen meeting.

(c) Discussion of School Committee Meetings and Topics for Fall 2017:

The School Committee discussed its agenda topics for the fall. Some topics identified were the Master High School Master Athletic Plan, Fall Town Meeting, the budget, and the new student information system.

6. **Financial Matters (continued):**

(a) Discussion and Possible Vote to Authorize the School Committee Chair and the Superintendent to Sign the Project Funding Agreement and any Amendments thereto, for the Loker School Project between the Town of Wayland and the Massachusetts School Building Authority:

Ben Keefe informed the School Committee that the Project Funding Agreement (PFA) is a form from the Massachusetts School Building Authority (MSBA) that details ongoing project changes/amendments and requires the signature of the School Committee chair multiple times. Ben noted that the Permanent Municipal Building Committee has seen the PFA and recommends that the School Committee chair and the Superintendent sign all amendments. A discussion ensued in this regard and the School Committee agreed that it will vote to approve as part of the consent agenda the Chair's signature when this situation occurs, as long as the project remains within the approved budget.

Upon a motion duly made by Ellen Grieco, seconded by Kim Reichelt, the School Committee voted unanimously (5-0) to authorize the Chair to sign the Project Funding Agreement for the accelerated repair program at Loker as presented tonight.

(b) Review and Discuss FY19 Capital Projects, including a Possible Vote to Resolve or Fund the Projects:

This agenda topic was passed over.

*Ellen and Susan left the meeting at 8:45 p.m. to attend the Board of Selectmen meeting.*

7. **Special Matter (continued):**

As a continuation of agenda item 2(a), the School Committee reviewed the proposed article for the High School Master Athletic Plan for the purpose of word-smithing. Jeanne explained the changes made since the last Finance Subcommittee meeting, as well as the pros and cons expressed in the article by the Finance Committee as submitted to them by other committees. A discussion ensued in terms of the process in developing a warrant article. The Committee reviewed and discussed each aspect of the article for language, including the addition of background information from previous years related to this project.

*Ellen and Susan returned to the meeting at 8:57 p.m.*

A paragraph will be developed showing why there is a difference in cost estimates for the project that were received in 2010 and 2017. Jeanne will update the article.

8. **Policy Subcommittee Update:**

(a) Review and Possible Vote to Approve the Following Policies:

- EFDA – Charge and Collection of Payment for School Meals
- JCLA – Physical Examinations

Policy EFDA (Charge and Collection of Payment for School Meals) was revised since the last School Committee discussion based on comments from Food Service Director Cheryl Judd. The School Committee reviewed the revised policy. A discussion ensued regarding the school website in terms of the policy manual, including guidelines and procedures, and the difficulty in navigating the website in general.

Upon a motion duly made by Kim Reichelt, seconded by Ellen Grieco, the School Committee voted unanimously (5-0) to approve the Charge and Collection of Payment for School Meals Policy EFDA and to put out for public comment as amended.

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Policy JCLA was passed over.

9. **Matters not Reasonably Anticipated by the Chair:**

The School Committee discussed the public comment made earlier regarding more clarification of the Committee's discussions.

10. **Consent Agenda:**

(a) Approval of Accounts Payables & Payroll Warrants:

- Wayland Public Schools Accounts Payables Warrant, dated August 7, 2017, in the amount of \$294,738.58
- Wayland Public Schools Payroll Warrant, dated August 2, 2017, in the amount of \$308,443.34

(b) Approval of Minutes:

- Special Session of March 26, 2017
- Special Session of April 2, 2017 (passed over)
- Special Session of May 23, 2017 (quorum not present)
- Regular Session of June 19, 2017

Jeanne commented that there wasn't a quorum present on May 23, 2017 and will confer with the Attorney General's office as to whether or not the minutes must be drafted, given there was no discussion during this meeting. The April 2, 2017 minutes were not prepared.

Upon a motion duly made by Jeanne Downs, seconded by Ellen Grieco, the School Committee voted unanimously (5-0) to approve the consent agenda without the minutes of April 2, 2017 and May 23, 2017 and with the amended minutes of June 19, 2017.

11. **Executive Session:**

Upon a motion duly made by Ellen Grieco, seconded by Jeanne Downs, the School Committee voted unanimously (5-0) to enter Executive Session at 9:48 p.m., to discuss strategy with respect to and in preparation for collective bargaining with Custodians, WESA, and Food Service workers, as permitted by M.G.L. c.30A, §21(a)(3), as such 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; discuss strategy with respect to contract negotiations with non-union personnel as listed on the meeting notice, as permitted by M.G.L. c.30A, §21(a)(2), as such 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; review for declassification of Executive Session minutes, as permitted by M.G.L. c.30A, §22: March 21, 2017, March 22, 2017, March 24, 2017, March 26, 2017, March 27, 2017, and May 22, 2017; and approval of the following Executive Session minutes, as permitted by M.G.L. c.30A, §22: July 24, 2017. A roll call vote was taken as follows:

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Ellen Grieco, Chair	X	
Jeanne Downs, Vice Chair	X	
Nate Buffum	X	
Kim Reichelt	X	
Kathie Steinberg	X	

The School Committee will be joined by Arthur Unobskey, Superintendent of Schools, Brad Crozier, Assistant Superintendent of Schools, and Diane Marobella, recording secretary.

The School Committee will reconvene in open session for a possible vote to declassify Executive Session minutes as listed on the meeting notice.

12. **Regular Matters (continued):**

(a) Possible Vote to Declassify Executive Session Minutes:

Upon a motion duly made by Ellen Grieco, seconded by Kathie Steinberg, the School Committee voted unanimously (5-0) to declassify Executive Session Minutes of March 21, 2017, March 22, 2017, and March 27, 2017 as redacted and May 22, 2017 as amended and redacted.

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### 13. **Adjournment:**

Upon a motion duly made by Kathie Steinberg, seconded by Kim Reichelt, the School Committee voted unanimously (5-0) to adjourn at 10:11 p.m.

Respectfully submitted,

Arthur Unobskey, Clerk  
Wayland School Committee

### **Observers:**

Tom Sciacca, WVN and BUZZ  
Amy Michaels, 41 Joyce Road  
Michelle Galicia, 20 Aqueduct Road  
Andy Saccutta, 41 Leary Street  
Carole Plumb, Ball Rock Road  
Irma Lisalk, 11 Joyce Road

### **Corresponding Documentation:**

1. Agenda & Backup Information
2. Capital Projects & 5 Year Capital Plan
3. Loker School Project Funding Agreement
4. Memo to BOS regarding Contract with HDR Holdings for School Bus Parking
5. HDL Holdings Proposal for Lease regarding School Bus Parking
6. OML Complaints of May 8, 2017 and July 7, 2017
7. Policy EFDA – Charge and Collection of Payment for School Meals
8. Policy JLCA – Physical Examination of Students
9. Special Minutes of March 26, 2017
10. Regular Minutes of June 19, 2017
11. Executive Session Motion