

MINUTES – WAYLAND SCHOOL COMMITTEE
Regular Meeting – January 28, 2019

A Regular Meeting of the Wayland School Committee was held on Monday, January 28, 2019, at 7:00 P.M. in the School Committee Room of the Wayland Town Building.

Present were:

Jeanne Downs, Chair
Ellen Grieco, Vice Chair (arrived at 7:37 p.m.)
Nate Buffum
Kim Reichelt

Absent:

Kathie Steinberg

Also:

Arthur Unobskey
Superintendent

Richard Whitehead
Director of Student Services

Susan Bottan
Director of Finance & Operations

Also:

Ben Keefe, Public Buildings Director

Chair Jeanne Downs convened the regular session at 7:02 p.m.; the meeting was recorded by WayCAM.

1. Comments & Written Statements from the Public:

There were no comments or written statements from the public.

2. Special Matter:

(a) Discussion and Possible Vote of Loker Roof Statement of Interest (SOI):

Public Buildings Director Ben Keefe provided a draft Loker Roof Statement of Interest (SOI) to the School Committee commenting that the complete SOI is due to the MSBA on February 15 which will then begin the MSBA's application process. The School Committee and Board of Selectmen must vote to authorize the Chairs of each Board to sign the complete SOI, which will be ready by Thursday of this week. The Loker Roof is included in the five-year capital plan and is a priority. If the MSBA's review is favorable, they will assign an architect and OPM who will provide a project cost estimate.

Upon a motion duly made by Kim Reichelt, seconded by Nate Buffum, the School Committee voted unanimously (3-0) to authorize Jeanne Downs to sign the Statement of Interest when it is complete.

Upon a motion duly made by Jeanne Downs, seconded by Nate Buffum, and having convened in an open meeting on January 28, 2019 prior to the Statement of Interest submission closing date, the School Committee of the Town of Wayland in accordance with its charter, by-laws, and ordinances, voted unanimously (3-0) to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest Form dated February 15, 2019 for the Loker Elementary School located at 47 Loker Street, Wayland, MA 01778 which describes and explains the following deficiencies and the priority category for which an application may be submitted to the Massachusetts School Building Authority in the future for the complete roof replacement at Loker Elementary School, a priority 5 project; and hereby further specifically acknowledges that by submitting this Statement of Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the Town to filing an application for funding with the Massachusetts School Building Authority.

3. Educational Matters:

(a) Hear Superintendent's Report:

- School Visits

MINUTES – WAYLAND SCHOOL COMMITTEE
Regular Meeting – January 28, 2019

A group of administrators and High School Department Chairs visited Phillips Academy at which they have an Institute that supports teachers' innovative practices in the classroom. The plan is to follow Phillips' model in this regard at the High School.

Arthur thanked METCO Director Mabel Reid-Wallace and the Boston Parent Council for a wonderful and enriching MLK evening and celebration.

- Update on METCO Director Search

The hiring committee will be chaired by Allyson Mizoguchi, and the process will be similar to others in the district. The committee will consist of Boston and Wayland parents and students, as well as Wayland staff. Surveys will be conducted to determine the qualities that the new METCO Director should possess. Arthur commented on the timeline of the hiring process, including that he will have a decision by March 27.

(b) School Start Times Update:

Arthur thanked Pat Keefe and Katherine Brenna for their efforts in working with him to solve the issue of providing additional childcare to families who beginning in September 2019. Arthur noted that the school start time progress chart is being updated regularly.

(c) Receive and Discuss the FY2019 Enrollment and Class Size Report:

The FY2019 Staff Deployment and Class Size Report will be discussed at the February 11th meeting.

4. **Financial Matters:**

(a) Continued Review and Discussion of All School Budgets, Budget Drivers, Assumptions, Fees and Funding Sources and Requests for Information:

Jeanne informed the Committee that its Budget Hearing will be February 11 at which time Jeanne will present the FY2020 Recommended Budget. She also noted that the Finance Committee may be voting a draft operating budget this evening.

(b) Discussion and Possible Vote to Approve Special Revenue Funds:

This agenda item was passed over.

(c) Discussion and Possible Re-vote of FY2020 OPEB Annual Transfer from Special Revenue Funds:

Since the School Committee voted at its last meeting to approve the FY2020 OPEB Annual Transfer from Special Revenue Funds, there was a change in the amount per FTE due to incorrect calculations. The spreadsheet was recreated to reflect \$1,221 per FTE as opposed to \$821 per FTE as originally voted. Susan explained why there was a change in the total amount which is now \$59,757.

Upon a motion duly made by Kim Reichelt, seconded by Nate Buffum, the School Committee re-voted unanimously (3-0) to transfer \$59,757 allocated as described in the spreadsheet from the Special Revenue Funds to the OPEB Trust.

(d) Discussion and Possible Vote of FY2020 Health Insurance Transfer from Special Revenue Funds:

Susan will update the health and dental benefits for the special revenue funds and will present at the next meeting. Susan asked the School Committee to vote to transfer from four special revenue funds (BASE, The Children's Way, Full Day Kindergarten, and Food Service) a total of \$690,392 into the town's health benefits account. The FY20 cost is based on the number of FY19 staff on January 1.

Upon a motion duly made by Jeanne Downs, seconded by Nate Buffum, the School Committee voted (2-1) that a transfer of \$690,392 be made from the BASE, The Children's Way, Full Day Kindergarten and Food Service special revenue funds to the town's health benefits account.

(e) OPEB Status Update:

There was no new information at this time.

(f) High School Master Athletic Plan:

- Project Status
- Budget Update

MINUTES – WAYLAND SCHOOL COMMITTEE
Regular Meeting – January 28, 2019

- Warrant Article

Jeanne commented that the PMBC will meet Thursday evening and the warrant hearing is this evening.

5. **Finance Subcommittee Update:**

- Update on the Proposed Capital Budget

There was no update on the proposed capital budget.

Ellen arrived at 7:37 p.m.

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

(a) Discussion and Possible Vote of FY2020 Fees:

Because the annual budgets are increasing, the School Committee discussed the possibility of increasing fees given that they have not been raised in three years. Some members are opposed to raising fees at this time, but would consider raising the high school parking fee. All agreed that since instrumental music was during the school day, the fee should not be raised but instead be phased out. In comparison to peer towns, Wayland's fees are very high. Fees will continue to be discussed at a future meeting.

6. **Administrative/Procedural Matters:**

(a) Review and Discussion of any Outstanding Document and/or Minutes Request:

There has been a recent document request made by George Harris.

(b) Review and Discussion of any Outstanding Open Meeting Law Matters:

None.

(c) Discussion of School Committee Communications and Information for The Buzz:

The School Committee reviewed the article Kim wrote thanking the support organizations. Kim will provide The Buzz with a brief summary of what is new with the School Committee, such as the budget, Spanish Immersion, School Start Time implementation, and the METCO Director search.

Jeanne left the meeting at 8:04 p.m. to attend the warrant hearing.

7. **Policy Matters:**

(a) Review and Possible Vote to Approve Policy ADF (School District Wellness):

Policy ADF was approved by the School Committee to be put out for public comment; no comments were received.

Upon a motion duly made by Ellen Grieco, seconded by Kim Reichelt, the School Committee voted unanimously (3-0) to approve Policy ADF (School District Wellness).

8. **Consent Agenda:**

(a) Approval of Accounts Payables & Payroll Warrants:

- Wayland Public Schools Accounts Payables Warrant, dated January 28, 2019, in the amount of \$155,949.27
- Wayland Public Schools Accounts Payables Student Activities Warrant, dated January 28, 2019, in the amount of \$2,673.28

(b) Approval of Minutes:

- Regular Session of January 10, 2019

Upon a motion duly made by Ellen Grieco, seconded by Nate Buffum, the School Committee voted unanimously (3-0) to approve the Consent Agenda.

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

None.

MINUTES – WAYLAND SCHOOL COMMITTEE
Regular Meeting – January 28, 2019

9. **Adjournment:**

Upon a motion duly made by Ellen Grieco, seconded by Nate Buffum, the School Committee voted unanimously (3-0) to adjourn at 8:06 p.m.

Respectfully submitted,

Arthur Unobskey, Clerk
Wayland School Committee

Corresponding Documentation:

1. Agenda & Backup Information
2. Draft MSBA Statement of Interest
3. FY2020 Benefits Transfers (BASE, TCW, FDK, Food Service)
4. FY2019 OPEB Annual Transfer
5. Policy ADF – School District Wellness
6. Draft School Committee Communication
7. Regular Session Minutes of January 10, 2019