MINUTES – WAYLAND SCHOOL COMMITTEE
Special Meeting – February 5, 2019

A Special Meeting of the Wayland School Committee was held on Tuesday, February 5, 2019, at 8:30 A.M. in the School Committee Room of the Wayland Town Building.

*Present were:*
Jeanne Downs, Chair
Ellen Grieco, Vice Chair (arrived at 8:37 a.m.)
Kim Reichelt
Kathie Steinberg

*Absent:*
Nate Buffum

*Also:*
Arthur Unobskey
Superintendent

*Also:*
Ben Keefe
Public Buildings Director

Chair Jeanne Downs convened the special session at 8:33 a.m.; the meeting was recorded by WayCAM.

1. **Discussion and Review of Budget Hearing Booklet and Presentation:**
   The School Committee reviewed the draft and updated Budget Booklet that will be sent to the public 48 hours prior to the February 11th Budget Hearing.  They discussed content and information that should be included in the booklet.

   This discussion was suspended to discuss agenda item #2.

2. **Discussion and Possible Vote to Authorize Chair to Sign Amended MSBA Project Funding Agreement for Loker Doors and Windows Project:**
   Ben Keefe presented to the School Committee an amended MSBA Project Funding Agreement for the Loker Doors and Windows project.  It contains an itemized listing of the budget, which was $1,845,800 originally.  However, after bids and review by the MSBA, the MSBA made a decision not to pay for the modular windows reducing their allowable budget to $1,628,450.  Despite MSBA's decision, the Permanent Municipal Building Committee agreed to continue with the original estimate and include the window replacement, as it is well within the town budget and was appropriated.  A discussion ensued in this regard.

   Upon a motion duly made by Ellen Grieco, seconded by Kathie Steinberg, the School Committee voted unanimously (4-0) to approve the amended Project Funding Agreement for the Loker windows and authorize the Chair to sign it.

3. **Resumed Discussion and Review of Budget Hearing Booklet and Presentation:**
   A discussion ensued in terms of what would be considered a level services budget vs. what could be considered additives to the budget, given that money is being added to the budget for programs/services that already exist.  Arthur noted that the existing pilot programs that were funded by the Wayland Public Schools Foundation or the PTO in the past will now be included in the budget; therefore, they are not new programs.  Services for which people volunteered, those people will now get paid in this budget and the services will continue.  This information will be included in the budget booklet.  Jeanne will include a paragraph stating which needs remain unmet and adding the importance of maintaining schools' capital to avoid increased costs.  The Onsite Insight Report will be referenced.

   In addition, the following information will be added to the Budget Booklet:  budget increases for contractual obligations, a breakdown of the budget, those items that helped reduce the budget, list of unmet needs, and the budget impact of the change to school start times.

   The School Committee also reviewed the previous year's presentation for the February 11th Budget Hearing Presentation for content.  Jeanne will add at the beginning that the Budget Hearing is held according to Massachusetts General Law for all School Committees to follow.  Also included in the presentation will be the enrollment projection chart and the FTE chart with updated EL staffing.  Highlights of Wayland Public Schools' successes, such as the writing center, Spanish Immersion, CONNECT, the media production lab, the FOSS Science curriculum, and the Loker kitchen,

will be noted in the presentation.

4. **Adjournment:**
Upon a motion duly made by Ellen Grieco, seconded by Kim Reichelt, the School Committee <u>voted</u> unanimously (4-0) to adjourn at 9:31 a.m.

Respectfully submitted,


Arthur Unobskey, Clerk
Wayland School Committee

**Corresponding Documentation:**
1. Agenda
2. Draft FY20 Budget Presentation
3. Draft FY20 Budget Booklet