

MINUTES – WAYLAND SCHOOL COMMITTEE

Regular Meeting – January 16, 2020

A Regular Meeting of the Wayland School Committee was held on Thursday, January 16, 2020, 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 7:22 p.m.)
Nate Buffum
Kathie Steinberg

Absent:

Kim Reichelt

Also:

Arthur Unobskey
Superintendent

Parry Graham
Assistant Superintendent

Susan Bottan
Director of Finance & Operations

Richard Whitehead
Director of Student Services

Also:

Christie Harvey, Principal, Claypit Hill School
Brian Jones, Principal, Loker School
Tricia O'Reilly, Interim Principal, Happy Hollow School
Allyson Mizoguchi, WHS Principal
Leisha Simon, Director of Technology & Accountability

Chair Jeanne Downs convened the open session in the School Committee Room at 7:02 p.m.; the meeting was recorded by WayCAM.

1. Comments & Written Statements from the Public:

There were no comments and written statements from the public.

2. Educational Matters:

(a) Superintendent's Report:

- *MLK Celebration on January 20, 2020:*

Arthur updated the School Committee on the upcoming MLK dinner and program that is being held at the ABCD Center in Boston. There will be a keynote speaker who is a Wayland METCO alumnus and many K-12 students will participate in the program.

4. Financial Matters:

(a) Continued Discussion of FY2021 Budget, including Budget Drivers, Assumptions, Fees and Funding Sources, and Requests for Information and Possible Vote to Approve the FY2021 Budget:

Elementary Schools:

Loker School:

Brian Jones praised the Spanish Immersion Program and described how Spanish is incorporated into the school day, adding that the students are very advanced in their ability to speak Spanish. However, in order to be able to conduct RTI in the Spanish Immersion classrooms to the level of the other classrooms, Brian is requesting a .5 FTE interventionist who is fluent in Spanish across three grade levels. Brian explained the need for this request and stressed the importance of continuing to invest in this program in order to keep its success moving forward.

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The Loker student population has grown by almost 40% over the last 3 or 4 years, has the highest EL population among the three elementary schools, and is expected to house 360 students next year. Based on these statistics and the increasing SEL needs, Brian is requesting a second guidance counselor at Loker. He added that the additional elementary METCO coordinator has been a huge plus for both Loker and Happy Hollow Schools.

Brian stated his support for a full-time assistant principal at Claypit Hill School and the request for a Human Resources Administrative Assistant. He praised Susan Bottan's accomplishments and ability to juggle many aspects of her job as the Director of Finance and Operations.

Claypit Hill:

Christie Harvey echoed the comments about Susan Bottan and stated that she supports Brian's budget requests. She explained why she is requesting an additional .5 FTE to the assistant principal's position and how this will help in her job capacity as principal as well as provide a safer environment.

Ellen arrived at 7:22 p.m.

Christie addressed the need to create another fourth grade section, given the increasing needs of students at Claypit Hill. As the third grade class moves up, it is necessary to have five sections of 20 rather than four sections of 25. As a result, there is a growing need for more space at Claypit Hill, even though the enrollment is lower than at the time when 600 students attended Claypit. She described how services are being delivered differently today given legal mandates regarding reading interventions, EL classes, the need for break-out spaces, additional guidance support, and the lack of storage space. Brian and Tricia expressed their need for more space as well, adding that it differs greatly from six years ago. Given the need to focus on class size, particularly for the incoming kindergartners, Jeanne asked the administrators to carefully review the buffer zones for Kindergarten placement in the fall.

Happy Hollow:

Tricia O'Reilly has also noticed a significant difference with the addition of another METCO coordinator. Although she is not requesting additional personnel in the Happy Hollow FY21 budget, Tricia noted that the staff needs of Claypit Hill and Loker far exceeds Happy Hollow's, particularly for the Spanish Immersion Program. Tricia also supports the budget funding for the Diversity and Equity Coordinator citing that this is an important position for the district. She gave examples of how Caroline Han is accessible to the staff. Finally, Tricia referred to a facilities project that began three years ago in the front office and, to date has not been finished. This has taken up a good deal of her time. Intentions are there, but the money is not; thus, the continued delay. Therefore, she asked for continued support of the facilities budget. Brian added that there is a level of frustration among staff because of the inability to get facilities projects done on time, whether there is an execution issue or a poor communication issue.

The three elementary principals, Allyson Mizoguchi and Leisha Simon joined together to support their individual budgets as well as those of their colleagues, adding that all budget requests are resting on the common need of social emotional learning and will yield the biggest results for students. They thanked the School Committee for their efforts and support during this process.

Technology:

Leisha Simon updated the School Committee regarding the \$100,000 technology request that will accomplish the goal of putting the district's hardware on a sustainable operating budget over the next four years. She itemized the request as follows: \$10,000 for Chrome books for the TA's to work with students, \$30,000 to begin the replacement process of iPads, \$50,000 to increase the AV lease funds, and a \$10,000 request for a software application. Leisha explained how this software application will support the district and the students. Leisha explained the rationale for these requests.

Leisha expressed her confidence in the hardware budget request and plan, but added that the request for software can be a bit more challenging due to many vendors and variables in the software selections. Leisha referred to the ever-increasing licensing costs due to the increasing number of applications. She also confirmed that two IT positions totaling \$142,000 that were in the school operating budget will shift to the Town budget.

Special Revenue Funds:

This discussion was passed over.

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Continuing with budget discussions, Jeanne informed the School Committee that she, Arthur, Cherry Karlson and Louise Miller received a memo from the Finance Committee asking that a total of \$750,000 be cut from the town and school budgets. A discussion ensued regarding this potential budget reduction, including concerns about reallocations of services in the budget to satisfy the FinCom's request. The Committee also reviewed the most recent list of budget questions and responses, including a discussion about concerns regarding reallocations of services in the budget. Jeanne requested a list of unmet needs and the budget drivers.

- (b) WSCP Budget Presentation and Possible Vote to Approve the FY2021 WSCP Budget:
This agenda item was passed over.

- (c) Review of and Possible Vote to Approve Updated Capital Budget:

The School Committee reviewed the most recent adjusted capital budget with Susan Bottan that includes the athletic fields design, the Middle School rooftop air handling units, the Claypit Hill air handling units and the Loker air handling units. Given the age of the units and their life expectancy, Susan recommended after speaking to the OSI engineer that the oldest units be replaced first. Middle School replacement can be postponed and bundle the request for the Claypit and Loker units, resulting in an additional request of \$22,000. Susan explained this recommendation. The request of \$18,000 for the Loker School paving design work will be taken out of the capital budget, as the DPW will assist in this project. Jeanne cited the list of capital projects and the costs for FY21.

The School Committee shared their thoughts about including the fields in this year's budget requests, while still including the design money given the Finance Committee's request to decrease the FY21 recommended budget. There was a difference of opinions among members and a discussion followed. Ben Keefe joined the discussion and explained the bidding process for the design of the fields, adding that the process would be the same as the high school process. The construction of the fields would begin during the summer of 2021. Ben also recommended funding the construction of the fields through excluded debt.

Upon a motion duly made by Ellen Grieco, seconded by Jeanne Downs, the School Committee voted (3-1) (Kathie voted no) to approve the capital budget with only \$200,000 for the fields and remove the \$2M for construction of the fields provided that Cherry Karlson tells the School Committee that it can go for a debt exclusion on the full \$2.2M this spring if the Committee decides to do it that way.

A discussion about verbiage for the motion came before the vote. Susan will adjust the capital project list according to the School Committee vote.

4. **Administrative/Procedural Matters:**

- (a) Discussion of Community Budget Presentations:
One community member attended the Loker community budget presentation.
- (b) Review and Discussion of any Outstanding Document and/or Minutes Requests:
None.
- (c) Review and Discussion of any Outstanding Open Meeting Law Matters:
None.
- (d) Discussion of School Committee Communications and Information for the Buzz:
This topic was passed over.

5. **Consent Agenda:**

- (a) Approval of Changed Venue for a Pre-approved WHS Debate Team Trip
- (b) Approval of Minutes:
- January 6, 2020

Upon a motion duly made by Ellen Grieco, seconded by Nate Buffum, the School Committee voted unanimously (4-0) to approve the consent agenda.

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

None.

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7. **Executive Session:**

Upon a motion duly made by Jeanne Downs, seconded by Ellen Grieco, the School Committee voted unanimously (4-0) to enter executive session at 9:31 p.m. for purposes of discussing strategy with respect to and in preparation for negotiations with non-union personnel, the Superintendent, as permitted by M.G.L. c.30A, §21(a)(2); and discussing strategy in the pending lawsuit titled Jane Doe v. Town of Wayland, U.S. District Court C.A. No. 1:18-CV-11782-GAO, as permitted by M.G.L. c.30A, §21(a)(3), as discussion in open session would have a detrimental effect on the litigating position of the School Committee.

The motion was amended to include the approval of executive session minutes, as permitted by M.G.L. c.30A, §22 for the following minutes: January 6, 2020.

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

The School Committee will reconvene in regular session for adjournment purposes only. A roll call vote was taken as follows:

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

8. **Adjournment:**

Upon a motion duly made by Jeanne Downs, seconded by Kathie Steinberg, the School Committee voted unanimously (4-0) to adjourn at 10:00 p.m.

Respectfully submitted,

Arthur Unobskey, Clerk
Wayland School Committee

Corresponding Documentation:

1. Agenda & Backup Information
2. Revised/Adjusted FY21 Capital Plan Projects – FY21 to FY25
3. WHS Debate Team Trip (changed venue)
4. Regular Session Minutes of January 6, 2020
5. Executive Session Motion