

MINUTES – WAYLAND SCHOOL COMMITTEE
Regular Session – December 19, 2011

A Regular Session of the Wayland School Committee was held on Monday, December 19, 2011, at 7:00 P.M. in the School Committee Room of the Wayland Town Building.

Present were:

Mrs. Barb Fletcher, Chair
Ms. Beth Butler, Vice Chair
Dr. Malcolm Astley
Mrs. Ellen Grieco (arrived at 7:14)
Dr. Shawn Kinney

Also:

Dr. Paul Stein
Superintendent of Schools

Dr. Marlene M. Dodyk
Director of Student Services

Mr. Geoffrey S. MacDonald
Business Administrator

Chair Barb Fletcher convened the regular meeting at 7:07 P.M.

1. **HSBC Shawmut Design Construction Co. Change Order #12 and HMFH Amendment #7:**

HSBC Chair Lea Anderson reviewed Change Order #12 with the School Committee and noted that the HSBC had reviewed and voted on the change order.

Upon a motion duly made by Dr. Kinney, seconded by Ms. Butler, the School Committee voted unanimously (5-0) to approve Change Order #12 for SDC in the amount of \$39,989 for various mechanical, electrical, and plumbing coordination issues in Buildings A & B and funded from the Owner's Hard Cost Contingency for a revised contract value of \$57,294,584 and to authorize Chair Barbara Fletcher to sign the contract on behalf of the Wayland School Committee.

HSBC Chair Lea Anderson reviewed HMFH Amendment #7 with the School Committee and noted that the HSBC had reviewed and voted on the Amendment #7.

Upon a motion duly made by Dr. Kinney, seconded by Ms. Butler, the School Committee voted unanimously (5-0) to approve HMFH Amendment #7 in the amount of \$7,700 for additional geotechnical on-site monitoring services related to the excavation of the existing leaching field and funded from the Owner's Soft Cost Contingency and to authorize Chair Barbara Fletcher to sign the contract on behalf of the Wayland School Committee.

Mrs. Anderson also commented that the High School project is \$2.5M under budget, but over budget for the Fieldhouse.

Mrs. Fletcher suggested that a communication be sent to the High School staff thanking them for all the time and effort that has been put into the move to the new facility.

2. **Comments & Questions from the Public:**

- Tom Sciacca commented on the high school parking lots in relation to the zone of the Happy Hollow wells and stated that lots should not be used for anything. He also commented on The New York Times article he sent to the School Committee: "Grading the Digital School," and referred to Khan Academy's digital lessons as a quantum leap in terms of education and another reason why the School Committee should fully fund the 1:1 initiative.

3. **Kindergarten Report Card/Developmental Checklist:**

Loker Principal Brian Jones discussed the background of the Kindergarten Developmental Checklist. He stated that it was a six-month process with teachers Kay Seligson, Debbie Russo, and Rosemarie Furey. Nine categories,

MINUTES – WAYLAND SCHOOL COMMITTEE
Regular Session – December 19, 2011

consistent with common core standards and within the Massachusetts Frameworks, was drafted. They are the following: 1) Personal and Social Development, 2) Work Habits, 3) Motor Development, 4) Mathematics, 5) Science, 6) Social Studies, 7) ELA Literacy Development, 8) Phonemic Awareness/Phonics, and 9) Writing. Each has its own sub-categories, the keys being: Beginning, Developing, Independent, and Not Yet Assessed.

Mr. Jones also stated that they worked on ways to make the checklist very user friendly. If the checklist goes out on January 26, a letter of explanation will be attached. Going forward, information will be sent home in November, January, and May/June.

Mr. Jones answered questions from the School Committee.

Dr. Stein complimented the staff on pulling this “report card” together and commented that these documents give more feedback than the narratives and is targeted to a specific grade level.

The School Committee was unanimous in its support to have the Kindergarten Developmental Checklist sent to homes on January 26.

4. **Results of Kindergarten Surveys:**

Loker Principal Brian Jones discussed the Traditional Kindergarten and the Full Day Kindergarten Surveys with the School Committee. Overall, both groups of parents expressed satisfaction with the experience.

Specific reasons were cited as to why parents chose traditional vs. full day kindergarten. Out of 180 families, 74 responded who took part in the Traditional Kindergarten program and noted that cost was the primary reason, but other reasons included convenient scheduling, family time, and children not overly stressed. It was noted that this survey was completed before the most recent refund was issued. Mr. Jones reviewed other aspects of the traditional survey.

Mr. Jones commented that 82 families responded to the full day kindergarten survey. The top three reasons for choosing Full Day Kindergarten were that it provided extended time for academic time, offered convenient scheduling for work/family logistics, and allowed for extended time for social/emotional development.

A high percentage of respondents felt that traditional and full day kindergarten should be free of charge.

Mr. Jones answered questions from the School Committee and they thanked him for attending the meeting.

5. **Discussion re: Town Crier Article:**

Dr. Kinney handed out financial information he received from the business office, as well as a summary of the FY09 carryovers.

The School Committee reviewed and discussed the financial information contained in the letter to the Town Crier dated October 27, 2011. The information discussed was put into five different categories: Encumbered, SPED pre-payment, memo carry forwards, year-end purchases, and money turned back to the general fund.

6. **First Quarter Financial Report:**

Mr. MacDonald presented the First Quarter Financial Report for FY12. He discussed the FY12 Operating Budget and stated that it was early in the process, but late for the first quarter, as this report is still a work in progress.

He also discussed the FY12 Revolving Accounts and stated that he used a three-year average of revenues and expenses, but sometimes a two-year average on accounts that did not exist for three years.

Mr. MacDonald also commented that grants will all be spent and are all on track.

Mr. MacDonald also announced that when the budget process is completed, he will make expenditure transfers to appropriate revolving accounts.

Mr. MacDonald answered questions from the School Committee.

MINUTES – WAYLAND SCHOOL COMMITTEE
Regular Session – December 19, 2011

7. **WHS Kitchen Equipment Surplus:**

Upon a motion duly made by Dr. Kinney, seconded by Dr. Astley, the School Committee voted unanimously (5-0) to declare the list of WHS kitchen equipment as surplus.

8. **WMS Equipment Surplus:**

Upon a motion duly made by Dr. Kinney, seconded by Mrs. Grieco, the School Committee voted unanimously (5-0) to declare the list of WMS equipment as surplus.

9. **Preparation for Meeting with FinCom re: Capital Requests:**

Mrs. Fletcher noted that the School Committee, Leisha Simon, and John Moynihan will meet with the FinCom on January 3, 2012 to discuss the capital budget and prior to Dr. Stein's budget presentation. She asked the School Committee to send her any questions they may have regarding the modulars, technology, Happy Hollow and Claypit Hill furniture, and Middle School air conditioning.

Dr. Stein commented on a question posed regarding the Happy Hollow space utilization study. He stated that he spoke to John Moynihan, and the process will take a few weeks. In terms of the modulars, it would still be okay to preserve them, as there isn't a February constraint, and could work right through the Town Meeting process.

10. **Review of Proposed Policy re: Sports Related Head Injuries and Concussions:**

The School Committee reviewed MASC's model policy related to Sports Related Head Injuries and Concussions. Mrs. Fletcher commented that although the MASC just released the model policy last week, the Committee must adopt an interim policy by January 1, 2012, as Dr. Stein is required to submit an affirmation indicating that the district has developed policies, at least on an interim basis, which have been adopted by the School Committee.

Mrs. Fletcher also commented that a final policy must be in place by March 1, 2012, but then updated each year.

Upon a motion duly made by Ms. Butler, seconded by Dr. Kinney, the School Committee voted unanimously (5-0) to adopt the MASC policy as Wayland's interim policy and put it out for public comment and for administrative review. Prior to March 1, the Committee will revisit this policy and make any changes deemed appropriate based on any feedback gathered.

11. **Discussion of ORC Report re: Part 2 of The Abrahams Group Report:**

The School Committee completed its review of the ORC's draft report pertaining to Part 2 of The Abrahams Group Report regarding their findings and recommendations and whether there was a need to modify ORC's language.

Ms. Butler left the meeting at 9:25 p.m.

Dr. Kinney passed out information re: student activity accounts per Massachusetts General Laws: Chapter 71, Section 47.

Mrs. Grieco will draft the School Committee's final report.

12. **Approval of Accounts Payable and Payroll Warrants:**

Upon a motion duly made by Dr. Kinney, seconded by Dr. Astley, the School Committee voted unanimously (4-0) to approve payment of the following:

- Wayland Public Schools Accounts Payable warrant, dated 12/19/2011, in the amount of \$1,951,558.87 (High School Project)
- Wayland Public Schools Accounts Payable warrant, dated 12/19/2011, in the amount of \$253,486.04

Upon a motion by duly made by Dr. Astley, seconded by Mrs. Grieco, the School Committee voted unanimously (4-0) to approve the Wayland Public Schools Payroll warrant, dated 12/15/2011, in the amount of \$1,207,549.57.

13. **Approval of Minutes:**

Upon a motion duly made by Dr. Kinney, seconded by Mrs. Grieco, the School Committee voted unanimously (4-0) to approve the following minutes as amended:

- Regular Session of December 5, 2011

MINUTES – WAYLAND SCHOOL COMMITTEE
Regular Session – December 19, 2011

14. **Superintendent's Report:**

(a) School News:

Dr. Stein conveyed thanks and appreciation for being in Wayland, adding that Wayland looks as good on the inside as well as the outside. He commented that it has been his pleasure to observe teachers in the classroom and praised the programs and hands-on studies in the schools.

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

(a) Middle School Fields Update:

Dr. Astley passed out a summary of the 11/13 Recreation Department meeting. He stated that nine site options were being assessed in terms of assets and liabilities. They also "voted off the table" not to install two fields at the Middle School. However, one field is still under consideration. Dr. Astley also commented that once the Commission reaches a decision on the sites they would like to consider, a forum will be held.

(b) Review of Minutes re: OML Violation:
Agenda item was tabled.

(c) Review of Proposed Communication re: Budget Process:

The School Committee reviewed a draft communication regarding their budget process schedule for the month of January. They agreed that Mrs. Fletcher would send out the communication.

16. **Comments from the Public:**

- John Flaherty commented that the School Committee should have played a more active role in the budget process and supports their effort to move forward, in particular, one member of the School Committee.
- Tom Sciacca commented that technology stems around math and science and is impressed by one high school teacher and her use of technology with Shakespeare. He stated that technology is a tool and can be used for any subject. It was especially effective in the use of creative thinking and bringing the subject matter to the here and now.

Mr. Sciacca also commented on the number of head injuries that occur on turf fields, due to traction differences and the heat factor.

Mr. Sciacca commented on the school budget and it should not be managed like a P & L unit. He also asked that the money be returned to the taxpayers if the money is not used.

17. **Executive Session:**

Upon a motion duly made by Dr. Kinney, seconded by Mrs. Grieco, the School Committee voted unanimously (4-0) by roll call vote to convene in Executive Session at 10:12 P.M. to review December 5, 2011 Executive Session minutes, which related to the discussion of strategy with respect to collective bargaining with the WTA, as set forth in M.G.L. Chapter 30A, Section 21(a) (3). A roll call vote was taken as follows:

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Mrs. Barb Fletcher, Chair	X	
Dr. Malcolm Astley	X	
Mrs. Ellen Grieco	X	
Dr. Shawn Kinney	X	

The Chair announced that they would reconvene in Regular Session for adjournment purposes only.

18. **Adjournment:**

Upon a motion duly made by Dr. Kinney, seconded by Mrs. Grieco, the School Committee voted unanimously (4-0) to adjourn the Regular Session at 10:15 P.M.

MINUTES – WAYLAND SCHOOL COMMITTEE
Regular Session – December 19, 2011

Respectfully submitted,

Paul Stein, Clerk
Wayland School Committee

Observers:

John Flaherty
Tom Sciacca, WVN
Louis Jurist
Betsy Meindl
Stephanie Leong
Lea Anderson, HSBC

Corresponding Documentation:

1. December 5, 2011 Regular Session Minutes
2. December 5, 2011 Executive Session Minutes
3. Loker Kindergarten Report Card
4. Results of Traditional and FDK Surveys
5. List of WHS Kitchen Equipment Surplus
6. List of WMS Equipment Surplus
7. Proposed Head Injury Policy & Regulations
8. Financial/Budget Information (3)
9. Summary of 11/13/11 Recreation Dept. Meeting re: MS Fields