

MINUTES – WAYLAND SCHOOL COMMITTEE
Regular Session – May 21, 2012

A Regular Session of the Wayland School Committee was held on Monday, May 21, 2012 at 7:00 P.M. in the School Committee Room of the Wayland Town Building.

Present were:

Barb Fletcher, Chair
Beth Butler, Vice Chair
Malcolm Astley
Ellen Grieco
Shawn Kinney

Also:

Paul Stein
Superintendent of Schools

Brad J. Crozier
Assistant Superintendent

Marlene M. Dodyk
Director of Student Services

Geoffrey S. MacDonald
Business Administrator

Also:

Mary Barber, Technology Specialist
Lea Anderson, HSBC
Eric Sheffels, HSBC
John Moynihan, Public Buildings Director

Chair Barb Fletcher convened the Regular Session at 7:08 P.M. and informed the audience that the meeting was being taped by WayCAM.

1. **Presentation of Lydia Maria Child Award:**

Richard Turner presented the Lydia Maria Child Award to Barbara Sheffels for her dedication and support to the town of Wayland. He read a short bio of Barbara's past experiences and her life in Wayland. Richard also presented Barbara with a certificate and a book about Lydia Maria Child.

2. **Laptop Maintenance and Support Agreement Review:**

At the May 7th meeting, the School Committee was asked to review the Laptop Maintenance and Support Agreement. Mary Barber stated that this agreement was developed from documents from other school districts who participate in 1:1 laptop initiative. Mary answered questions from the Committee, and the School Committee recommended verbiage changes in the agreement.

Upon a motion duly made by Beth Butler, seconded by Shawn Kinney, the School Committee voted unanimously (5-0) to support the Laptop Maintenance and Support Agreement as presented, but with some modifications.

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

Tom Sciacca stated that he participated on the long-range planning process at the public library and recommended that there should be closer links between the library and the public schools, particularly as schools transition from textbooks to computers. He also commented that schools have resources that the library needs, such as meeting space.

Molly Upton commented on Article 28 and referred to the letter written to the state auditor. She asked the School Committee to support a formal motion to support Article 28. She also urged the Committee in the future to take a voted position on relevant town meeting articles.

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Linda Segal stated that she also signed the petition in support of Article 28, which was supported at Town Meeting. She asked the School Committee to go on record and vote to support Article 28.

Kent George stated his concern that the School Committee and the Superintendent will be perceived wrongly if they do not support Article 28. He urged them to vote to support Article 28 and have it appear as a written vote.

John Flaherty stated that he reiterated the same comments as the previous residents.

4. **Shawmut Design Construction Co. Change Orders #15a and #15b and HMFH Amendment #8:**

Lea Anderson of the HSBC reviewed Change Orders #15a and #15b with the School Committee and noted that the HSBC had reviewed and voted on the change orders.

Upon a motion duly made by Beth Butler, seconded by Malcolm Astley, the School Committee voted unanimously (5-0) to approve SDC Change Orders #15a in the amount of \$80,319 and #15b in the amount of \$88,872, for a revised contract value of \$57,507,541, and to authorize Chair Barb Fletcher to sign the contract on behalf of the Wayland School Committee.

Lea Anderson and Eric Sheffels of the HSBC reviewed HMFH Amendment #8. Eric Sheffels also explained the work done as a result of HMFH Amendment #8 and offered clarification going forward.

Upon a motion duly made by Malcolm Astley, seconded by Ellen Grieco, the School Committee voted unanimously (5-0) to approve HMFH Amendment #8 in the amount of \$25,577, for a revised contract value of \$5,637,877 and to authorize Chair Barb Fletcher to sign the contract on behalf of the Wayland School Committee.

Paul Stein thanked Eric Sheffels for his extraordinary work on the HSBC, as he is a caring, resourceful, and well informed individual.

Lea Anderson reminded everyone that the Wayland High School opening and dedication is August 30 at 10:00 A.M.

5. **Wayland Public Schools Foundation Fundraiser Request:**

This request was withdrawn.

6. **Joint Meeting with WHS Student Leaders:**

The School Committee and the following students met for an informal discussion:

Abby Kretowicz, Student Council President
Jacob Buczek, Student Council Vice-President
Asa Hecker, Student Council Treasurer
Christine Cocce, Student Council Secretary
Carolyn Jones, Senior Class President

The students shared their experiences within the Wayland Public Schools, particularly at Wayland High School. They informed the Committee of where they will be attending college in the fall and shared their thoughts regarding the 1:1 Laptop Initiative and technology in general. In addition to the students' recommendation that seniors be offered the opportunity to participate in an internship during their second semester of senior year, they suggested that more electives be offered to seniors.

7. **Third Quarter Financial Report (Q3):**

Geoff MacDonald presented the third quarter Financial Report to the School Committee. He reviewed each section of the report and commented that he will not have a final determination for the WSCP revolving accounts until the June 4 meeting. Geoff also answered questions from the School Committee.

8. **Request to Transfer Funds for WHS Senior Project:**

Paul Stein, on behalf of Pat Tutwiler, requested a fund transfer from non-personnel to personnel for the purpose of funding a teacher stipend related to the work done for the WHS Senior Year Project.

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Upon a motion duly made by Ellen Grieco, seconded by Malcolm Astley, the School Committee voted unanimously (5-0) to support Pat Tutwiler's request to transfer funds from non-personnel to personnel in order to fund a teacher stipend related to the work done for the WHS Senior Project in the amount of \$1,983.

Paul Stein and Brad Crozier also requested remaining funds from elementary instrumental music fees collected during the 2011-2012 school year to purchase string and band instruments, storage shelving, keyboards, marimbas, and other related items, which represent an accumulated need over the years.

Upon a motion duly made by Beth Butler, seconded by Shawn Kinney, the School Committee voted unanimously (5-0) to support the use of the elementary instrumental music revolving account funds for such purposes in the amount of \$19,524.06.

9. **Revised Bullying Policy:**

The School Committee and Deb Cohen reviewed suggested revisions to the current draft of the Bullying and Cyberbullying Policy (JICFB). The Committee also stated their concerns in terms of identifying a timeline/deadline for gathering information related to an incident and investigation. It was recommended that flexibility should be built in, depending on the incident.

Barb Fletcher stated she will send to the School Committee a link to the Bullying and Cyberbullying Implementation Plans.

Upon a motion duly made by Malcolm Astley, seconded by Beth Butler, the School Committee voted unanimously (5-0) to approve the Bullying and Cyberbullying Policy (JICFB), as amended.

The revised policy will be submitted to the DESE.

10. **Request for Additional Elementary School Security:**

John Moynihan requested School Committee approval to reopen a security upgrade at the elementary schools using some of the monies from past capital budgets. John gave a history of the past security plan in FY09, which was approved at Town meeting. Certain security measures were put in place, but he wants to restart the project to address current needs. He also noted that there are two outstanding projects that will be done this summer – an accessibility project at the Middle School and Claypit Hill bathroom renovations.

Beth Butler requested information regarding the lack of cameras at the elementary schools; why they weren't installed as part of the FY09 capital request.

Upon a motion duly made by Shawn Kinney, seconded by Beth Butler, the School Committee voted unanimously (5-0) to support the use of the requested funds up to \$65,000 that had been appropriated in FY09 for building security purposes.

Upon a motion duly made by Shawn Kinney, seconded by Beth Butler, the School Committee voted unanimously (5-0) to close out two capital accounts and return \$16,026 to the Town.

11. **School Committee Retreat Discussion:**

The School Committee discussed possible dates and agenda items for their upcoming summer retreat. They also agreed to have a total of three summer meetings, and Barb will send some possible dates to the Committee. The following are recommended retreat topics: 1) Governance and Goals, 2) Budget Process, 3) Revolving Accounts and Philosophy of Fees; 4) Direction of Foreign Language Program; and 5) Student Reflections. They also agreed to have the retreat facilitated by an outside individual. The School Committee will finalize the retreat plans at the June 4th meeting.

12. **Consent Agenda:**

(a) Approval of Wayland High School Trips:

- Spain Trip from February 11-25, 2013
- Camp Caribou, Winslow, Maine in August 2012

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(b) Approval of 2013-2014 School Calendar

(c) Approval of Accounts Payables and Payroll Warrants:

- Wayland Public Schools Accounts Payable warrant, dated 5/21/2012, in the amount of \$1,102,224.55 (High School Project)
- Wayland Public Schools Accounts Payable warrant, dated 5/21/2012, in the amount of \$316,376.09
- Wayland Public Schools Payroll warrant, dated 5/17/2012, in the amount of \$1,176,259.21

(e) Acceptance of Gift:

A donation to Wayland High School from a donor who wishes to remain anonymous of the following items: 1) 1 Rack 3 Boat 420; 2) 3 Rack Pad 72"; 3) 3 Tie Down, 18'; 4) 4 Mast carrier, triple; 5) 1 Trailer Karavan 1250#

Upon a motion duly made by Ellen Grieco, seconded by Shawn Kinney, the School Committee voted unanimously (5-0) to approve the items listed under the Consent Agenda, as well as the amended May 7 Regular Session minutes.

13. **Superintendent's Report:**

Space Utilization Update:

Paul Stein gave the School Committee a brief update regarding the elementary space utilization study. He stated that TBA has completed the analysis of the recommended work to be done at Happy Hollow and will attend the June 4th meeting. Paul stated that he will also have a recommendation as to how to move forward.

General Comments:

Paul commented that there are enough students and staff to fill two sections of Chinese language at the Middle School. He also referred to the Washington, D.C. trip and the impressive culminating project, which was on display at the Middle School. Finally, Paul stated that he attended the Junior Prom and was a wonderful event that bolsters many traditions.

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

(a) Continued Discussion of Article 28 Follow-up:

The School Committee continued their discussion regarding Article 28. Motion recommendations were offered in terms of the School Committee's support of Article 28. It was also recommended that a letter from the School Committee be sent to the state auditor's office prior to the deadline of May 25. Barb Fletcher will draft the letter with the following language agreed to by the Committee and will send a copy to the Committee.

"The School Committee voted to support the implementation of Article 28 pursuant to the vote of April Town Meeting 2012."

Upon a motion by Ellen Grieco, seconded by Shawn Kinney, the School Committee voted unanimously (5-0) to support the language noted above to be included in a letter to the State Auditor.

Shawn Kinney will also send a letter as a petitioner of the Article.

(b) School Committee Report of Part II of Abrahams Group Report:
Agenda item was tabled.

(c) Other Topics:

Malcolm Astley provided two handouts to the Committee related to the national resolution on high stakes testing, as well as the Alumni budget proposed to WHSPO.

15. **Comments from the Public:**

John Flaherty noted that the intent of a letter sent by the School Committee to the State Auditor should be to pique their interest.

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16. **Payroll Warrant Supplement:**

Upon a motion duly made by Shawn Kinney, seconded by Ellen Grieco, the School Committee voted unanimously (5-0) to approve a Wayland Public Schools Payroll warrant supplement, dated 5/16/2012 in the amount of \$3,949.50.

17. **Executive Session:**

Upon a motion duly made by Beth Butler, seconded by Ellen Grieco, the School Committee voted unanimously (5-0) to convene in Executive Session at 10:40 P.M. to discuss matters pertaining to the Custodial union arbitration, as set forth in M.G.L., Chapter 30A, Section 21(a) (1). A roll call vote was taken as follows:

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Barb Fletcher, Chair	X	
Beth Butler, Vice Chair	X	
Malcolm Astley	X	
Ellen Grieco	X	
Shawn Kinney	X	

18. **Adjournment:**

Upon a motion duly made by Ellen Grieco, seconded by Shawn Kinney, the School Committee voted unanimously (5-0) to adjourn the Regular Session at 10:49 P.M.

Respectfully submitted,

Paul Stein, Clerk
Wayland School Committee

Observers:
See Attached.

Corresponding Documentation:

1. Memo re: SDC Change Orders 15a/b and HMFH Amendment #8
2. FY12 Financial Report, Quarter 3
3. Memo from John Moynihan re: Security Upgrade at Elementary Schools
4. Revised Draft of Bullying Policy (JICFB)
5. WHS Field Trip Requests (Spain & Camp Caribou, Maine)
6. Draft 2013-2014 School Calendar
7. Regular Session Minutes of May 7, 2012
8. Regular Session Minutes of May 1, 2012
9. Executive Session Minutes of May 1, 2012
10. Memo re: WHS Gift
11. Draft of Laptop Care, Maintenance and Support Agreement
12. Memo from Paul Stein re: End-of-Year Finance Requests
13. Draft of Analysis of Revolving Accounts
14. Accounts Payables and Payroll Warrants & Summary
15. Draft of SC Response to ORC Report of Part II of the AG Report
16. Resolution on High Stakes Testing
17. Email re: Wayland Alumni Association Budget