

MINUTES – WAYLAND SCHOOL COMMITTEE

Regular Meeting – September 9, 2019

A Regular Meeting of the Wayland School Committee was held on Monday, September 9, 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 7:20 p.m.)
Nate Buffum
Kim Reichelt
Kathie Steinberg

Also:

Arthur Unobskey
Superintendent

Parry Graham
Assistant Superintendent

Richard Whitehead
Director of Student Services

Susan Bottan
Director of Finance & Operations

Also:

Ross Warby, Wayland Youth Soccer

Chair Jeanne Downs convened the regular session at 7:00 p.m.; the meeting was recorded by WayCAM.

1, Matters not Reasonably Anticipated by the Chair:

(a) Triple EEE Risk to Wayland:

After meeting with town officials and due to the immediate emergency health risk of EEE in Wayland, Arthur asked the School Committee to conduct a vote to waive the School Committee Policy EBAB (Pest Management) until September 30, 2019, so that backpack perimeter spraying can be conducted at six school properties, including The Children's Way. Truck-mounted spraying will be conducted along the main roads of Wayland. The chemical being applied is non-toxic and will be sprayed along vegetation after school hours.

A discussion ensued regarding the types of chemicals and their possible toxicity to humans and wildlife. Arthur noted that the chemicals will be non-toxic the following morning after being applied.

Upon a motion duly made by Jeanne Downs, seconded by Kathie Steinberg, the School Committee voted unanimously (4-0) to suspend its Pest Management Policy until September 30, 2019. The suspension will enable the Town to use pesticides for mosquito control on school grounds. The pesticides that will be used are not on the current Integrated Management Plan.

Upon a motion duly made by Jeanne Downs, seconded by Kathie Steinberg, the School Committee voted unanimously (4-0):

- To determine that an immediate human health emergency exists that warrants the use of pesticides sooner than the two-day notification period required under the Children and Families' Protection Act.
- That the School Committee apply for a single-use waiver from the Wayland Board of Health Director who is the Wayland Board of Health Agent.
- That the School Committee request that the Town Administrator post warning signs as required near and along the perimeter of the sites being treated with pesticides, that the Town Administrator and the School Superintendent provide standard written notification to employees, pupils, and parents immediately prior to or immediately following treatment and;

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- That the Town Administrator maintain and make available public records as required for five (5) years.

(b) School Committee to Vote to Appoint Jeanne Downs as a Voting Member of The Education Cooperative:
Upon a motion duly made by Kathie Steinberg, seconded by Kim Reichelt, the School Committee voted unanimously (3-0-1) to appoint Jeanne Downs and to continue in her role as a board member for TEC.

The School Committee recessed at 7:13 p.m. to attend the Financial Summit in the Large Hearing Room.

The School Committee reconvened in Regular Session at 8:07 p.m.; the meeting is being recorded by WayCAM.

2. **Administrative/Procedural Matters:**

(a) Continued Discussion of Annual Report:

The Annual Report will be prepared by Ellen and reviewed by the School Committee at its September 23rd meeting.

(b) Diversity Training Update:

Jeanne spoke with Karen Thompson of IDEAS in regard to providing diversity training to the School Committee. Ms. Thompson conducted two sessions for the Sudbury School Committee; Jeanne described. When the training is scheduled, it will be posted as a public meeting.

A discussion ensued regarding the details and benefits of receiving diversity training. Arthur noted that Wayland Public Schools Diversity and Equity Coordinator Caroline Han's focus will be cultural diversity and how it affects learning. Jeanne and/or Arthur will follow up with Ms. Han in terms of how teachers are addressing diversity training.

(c) Update regarding Pending Lawsuit Titled Stephen Cass v. Town of Wayland, et al, USDC D. Mass., CA No. 1:17-CV-11441:

Jeanne informed the School Committee that a hearing regarding motions is scheduled on October 18. However, there is the possibility of an appeal, once a decision is issued.

(d) Review and Discussion of any Outstanding Document and/or Minutes Requests:

None.

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

None.

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

Jeanne and Arthur will appear on The Buzz on September 25th. There will be a wide range of topics that include the high school field project and school start times.

Jeanne announced that the Special Fall Town Meeting has been cancelled.

3. **Special Matter:**

(a) Presentation and Discussion of Proposal by Wayland Youth Soccer (WAYS) for Storage of Middle School Equipment:

Wayland Youth Soccer board member and coach, Ross Warby, came before the School Committee to request its approval to replace a 7' x 7' shed at the Middle School with a new 8' x 15' shed to accommodate equipment and goal storage. The shed will be purchased by WAYS. Mr. Warby noted that the Recreation Department has approved this proposal. Jeanne noted that the Middle School principal and assistant principal have also approved the proposal.

Upon a motion duly made by Ellen Grieco seconded by Nate Buffum, the School Committee voted unanimously (5-0) to approve the installation of the shed at the Middle School.

4. **Consent Agenda:**

(a) Approval of Accounts Payables & Payroll Warrants:

- Wayland Public Schools Accounts Payables Warrant, dated September 9, 2019, in the amount of \$515,111.16
- Wayland Public Schools Accounts Payables Student Activities Warrant, dated August 26, 2019, in the amount

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of \$3,830.11

- Wayland Public Schools Accounts Payables Student Activities Warrant, dated September 9, 2019, in the amount of \$1,552.09

(b) Approval of Middle School Trips:

- 8th Grade New York Geology Trip 2019
- 8th Grade Washington D.C. Trip 2020

(c) Approval of Minutes:

- August 12, 2019
- September 3, 2019

Jeanne asked Susan about invoices from the FY19 student activities accounts.

Upon a motion duly made by Kathie Steinberg, seconded by Ellen Grieco, the School Committee voted unanimously (5-0) to approve the Consent Agenda.

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

There were no public comments or written statements.

6. **Educational Matters:**

(a) Superintendent's Report:

- Opening of 2019-2020 School Year
- Administrative Retreat

Arthur thanked Susan Botton for her tireless efforts during the summer to work through many issues that will ensure many and improved services for the staff. Susan and Janet Delano did much work in the area of transportation and bus routes, as well as the ongoing work to ensure that buses arrive to school on time. Arthur thanked METCO Director Tony Laing for his efforts regarding the opening of school, particularly with the Boston bus routes to again ensure that the students arrive to school on time.

Administrative Retreat:

Arthur described the administrators' focus in developing a common goal together that concentrates on the group's growth and maintains a balance, all the while evaluating the progress moving forward. Another focus will be their work around Social Emotional Learning (SEL). Arthur described the work already done and the efforts moving forward in the school buildings in syncing the emotional piece and the academic piece of this effort based on the SEL Report presented by Richard at the end of the FY19 school year.

Richard Whitehead elaborated on the SEL work in the school buildings and noted that each principal will focus on one of the Core Competencies for SEL. For example, as the Middle School hones in on relationship building, the staff will work to make the connection between the curriculum and social emotional learning. The district applied for and received a DESE safe schools grant for the second year in a row, which is almost \$20,000, which will fund many efforts, including continuing sessions with McLean Hospital staff in September at the Middle School, November at the High School, January for Grades 3 to 5, and February for grades Kindergarten through second. They will focus on anxiety, how it manifests itself, and how to work through it and be responsive in the schools. In conjunction with the bi-annual Metrowest Health Survey, Panorama Education will develop a short anonymous survey to be administered to students for which baseline SEL information will be collected and disseminated. Richard explained the survey in more detail, and a discussion ensued regarding student privacy issues.

Parry Graham updated the School Committee about the professional development that teachers will embark upon during the four early release Wednesdays beginning September 18th. The middle and high school teachers will meet at department levels, the K-2 teachers will work on Science (FOSS), and Grades 3-5 teachers will look at conferring with students regarding independent reading. The Curriculum Directors have prepared for and will work with the elementary teachers. Parry also noted that specialists will also participate in professional development with the goal of making sure everyone's needs are met. Parry explained the professional development points (PDP's) that teachers will have access to after completing a total of ten hours of professional development. Additional PDP's will be offered which could result in salary increment credits.

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Opening of 2019-2020 School Year:

Arthur described his experiences at the schools on the first day of school.

School Start Times:

Without definitive data at this time, Arthur has been told that the students have responded well to the time change. The challenge, however, has been increased road traffic resulting in late bus arrivals for which adjustments are being made. Arthur explained further.

Jeanne commented that she has received positive feedback regarding the time changes. Ellen's personal experience has been very positive as well.

Triple EEE Threat:

The Town and School Department are taking steps to protect children in this regard. Arthur is working in conjunction with the Director of the Board of Health Julia Junghanns, Ruth Mori and Louise Miller.

7. Finance Subcommittee Update:

- 2021 Budget Calendar
- Coordination with FinCom

The Finance Subcommittee reviewed the FY2021 budget calendar and incorporated dates to sync with the Finance Committee's budget schedule. The Finance Subcommittee will confirm with the FinCom that the Superintendent's budget presentation will be December 9 and will invite them to attend the School Committee's budget work sessions in January.

The Finance Subcommittee also discussed implementing a deadline for raising new budget issues. Ellen explained the proposed process. It was also suggested that Susan categorize questions from the FinCom and from the public so that a summary response can be issued. Kathie will send a memo to Carol outlining the School Committee's budget calendar and process.

The School Committee discussed adding two tentative meetings in January – January 21 to vote the FY2021 budget and, if needed, January 23.

8. Financial Matters:

(a) Bus Parking Update:

Susan announced that the bus parking lease has been signed with Mass DOT allowing the school buses to be parked at the Sudbury location for the next two years at a cost of \$1.00/year. The site is being prepared, and the buses will begin to park there at the end of September or beginning of October. Jeanne thanked Louise Miller for her efforts with the lease.

Jeanne reminded the public about the transportation policy which mandates that students in Grades Kindergarten through 6th are bussed at no cost if they live two miles or more from their schools, and students in Grades 7 through 12 can be bussed for a fee. Bus fees have been in place for many years, cover about 35% of the transportation cost with the remainder funded by the school operating budget, and bus fees are in line with other districts.

(b) Review and Possible Vote to Approve and Authorize the Chair to Sign the Fiscal Sponsor Agreement with Team Wayland:

This agenda item was passed over.

(c) Discussion of FY2021 Budget Process:

Kathie expressed her concerns moving forward with the FY2021 budget process. For instance, the budget has provided level services for many years, and this year there are some committed costs. She anticipates there will be some additional costs to consider this time around, particularly since there are always some unmet needs at the end of the process. She feels it is important to make sure that the schools have all the resources needed and to be fiscally responsible, even though the costs increase could when the needs are not funded.

A discussion ensued in terms of those things that the schools would need this year and over the next few years from the operating and capital budgets. Arthur noted that the principals are thinking about their school/staff needs to achieve their annual goals. Arthur will present a budget with a tiered approach.

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(d) High School Athletic Complex Project:

- Project Status
- Opening Ceremony

Jeanne announced that the turf and bleachers are arriving on site this week, and the construction in the front of the property so far has largely been work done for the DPW. The construction continues to be on target.

Kathie will follow up with Linda of the Conservation Commission regarding the Order of Conditions.

9. **Policy Matters:**

(a) Update/Review of Policies to Put Out for Public Comment:

- BEDH – Public Comment at School Committee Meetings
- GBEBD – Online Fundraising and Solicitations – Crowdfunding
- IJOA – Field Trips
- ILD – Student Submission to Educational Surveys & Research

This agenda item was passed over until September 23rd.

10. **Executive Session:**

Upon a motion duly made by Jeanne Downs, seconded by Ellen Grieco, the School Committee voted unanimously (5-0) to enter Executive Session at 9:35 p.m. for the purposes of discussing strategy with respect and in preparation for negotiations with Non-Union Personnel as listed on the agenda, as permitted by M.G.L. c.30A, §21(a)(2), as conducting these discussions in open session would have a detrimental effect on the bargaining position of the Committee; 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 approving the following Executive Session minutes, as permitted by M.G.L. c.30A, §22: August 12, 2019. 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	X	
Kathie Steinberg	X	

The School Committee will reconvene in open session for adjournment purposes only.

11. **Adjournment:**

Upon a motion duly made by Jeanne Downs, seconded by Ellen Grieco, the School Committee voted unanimously (5-0) to adjourn at 10:48 p.m.

Respectfully submitted,

Arthur Unobskey, Clerk
Wayland School Committee

Corresponding Documentation:

1. Agenda & Backup Information
2. Accounts Payable & Payroll Warrants
3. 8th Grade New York Geology Trip Proposal 2019
4. 8th Grade Washington D.C. Trip Proposal 2020
5. Special Session Minutes of September 3, 2019
6. Regular Session Minutes of August 12, 2019
7. Executive Session Motion