

MINUTES – WAYLAND SCHOOL COMMITTEE  
Regular Session – September 26, 2011

A Regular Session of the Wayland School Committee was held on Monday, September 26, 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  
Dr. Shawn Kinney

Also:

Dr. Paul Stein  
Superintendent of Schools

Mr. Brad J. Crozier  
Assistant Superintendent

Dr. Marlene M. Dodyk  
Director of Student Services

Mr. Geoffrey S. MacDonald  
Business Administrator

Chair Barb Fletcher convened the regular meeting at 7:03 P.M.

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

Mr. Tom Sciacca commented on MCAS rankings from Boston.com and questioned why Wayland's scores are lower than Westford's scores, even though Wayland spends more per student than Westford. He also informed the School Committee that Palo Alto, CA is using Khan Academy.

Louis Jurist commented on using Khan Academy in the district and referred to an article in the New York Times.

Sheila Carel thanked Dr. Stein for creating an action plan to improve MCAS test scores.

2. **Discussion re: School Committee Website:**

Leisha Simon reviewed the district's new website, including features for the School Committee site. Committee members will review the School Committee pages and make suggested edits.

3. **Continued Discussion of Technology Issues re: the School Committee Information Packets:**

Dr. Astley summarized his meeting with Leisha Simon to assist with the distribution of School Committee information packets. Leisha proposed using "It's Learning" for providing access for meeting documents. The School Committee plans to pilot using the "It's Learning" interface.

4. **FY12 Superintendent's Goals:**

Dr. Stein presented a draft of his FY12 district goals to the School Committee. The Committee discussed next steps for approving the goals at a public forum on October 11. Dr. Stein answered questions posed by Committee members.

5. **Discussion of Concerns re: Elementary Schools:**

Dr. Kinney began the discussion and process to determine if the elementary school configuration is the best arrangement for the district. The School Committee consensus was to have the Superintendent investigate if there is a problem with overcrowding at the elementary school level by considering a space utilization study. The Committee agreed to look at information that was gathered a few years ago regarding different elementary school configuration models.

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6. **Review Draft of School Committee Report re: Part 1 of the Abrahams Report:**  
The School Committee members discussed the steps for drafting the School Committee response for Part 1 of the Abrahams Report.
7. **Discussion re: Bus Transportation Late Fee Charge:**  
The School Committee discussed a draft letter in response to a request to waive a late fee. The School Committee also discussed the transportation revolving account. The administration will review the amount of the offset during the budget process.
8. **Preparation for October 11<sup>th</sup> Fall Public Forum:**  
The School Committee reviewed a draft of the presentation for the scheduled October 11<sup>th</sup> fall forum, including a proposed format and topics of discussion. Several changes were made based on School Committee members' suggestions.
9. **Energy Efficiency Initiative Update:**  
Ellen Tohn and Anne Harris, members of the Wayland Energy Initiatives Advisory Committee, updated the School Committee on its work with NStar and National Grid on projects within the schools. They also updated the Committee on the Efficiency Forward Project and next steps for planning energy efficiency upgrades and ESCO services.
10. **Wayland-Weston Crew Trip Request:**  
The School Committee reviewed the Wayland-Weston Crew trip request to travel out of state for two state regattas: The Head of the Housatonic, Derby, CT and the New Hampshire Championships, Hooksett, NH.  
  
Upon a motion duly made by Dr. Kinney, seconded by Ms. Butler, the School Committee voted unanimously (5-0) to approve the Wayland-Weston Crew trips to Connecticut and New Hampshire.
11. **Middle School 8<sup>th</sup> Grade Washington, D.C. Trip Request:**  
Mrs. Betsy Gavron, Principal, and Ms. Karen Brennan, Asst. Principal, requested approval of the Middle School 8<sup>th</sup> Grade Washington, D.C. trip April 24 – 27, 2012.  
  
Upon a motion duly made by Dr. Kinney, seconded by Ms. Butler, the School Committee voted unanimously (5-0) to approve the Middle School 8<sup>th</sup> Grade Washington, D.C. trip.
12. **Approval of Accounts Payable and Payroll Warrants:**  
Upon a motion duly made by Dr. Astley, seconded by Dr. Kinney, the School Committee voted unanimously (5-0) to approve payment of the following:
  - Wayland Public Schools Accounts Payable warrant, dated 9/26/2011, in the amount of \$427,907.54
  - Wayland Public Schools Payroll warrant, dated 9/22/2011, in the amount of \$1,198,595.28
13. **Acceptance of Gifts:**  
Upon a motion duly made by Mrs. Grieco, seconded by Dr. Astley, the School Committee voted unanimously (5-0) in accord with Policy KHE to accept the following gifts with gratitude to the Wayland Public Schools:
  - Four Apple iPad2s received by Sullivan & McLaughlin Company, Inc., Boston, MA
  - A \$25,000 voucher for any online or print materials related to elementary, middle school, and special education needs received from Curriculum Associates, N. Billerica, MA
14. **Approval of Minutes:**  
Upon a motion duly made by Dr. Kinney, seconded by Mrs. Grieco, the School Committee voted unanimously (5-0) to approve the following minutes as written:
  - Regular Session of September 12, 2011

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15. **Superintendent's Report:**

(a) School News:

Dr. Stein described his experiences in each of the schools and highlighted one lesson he observed at the Middle School. He was impressed with the pedagogy and the evidence of collaboration.

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

(a) Final Review of FY11 Annual Report:

The School Committee reviewed a final draft of the Annual Report. Several suggestions were made to the draft document.

(b) Continued Review of the WayCAM Lease:

The School Committee reviewed a letter from Ken Isaacson responding to questions related to the WayCAM lease at the high school. The Committee agreed that it was comfortable with the response to its concerns that were raised and that this letter should be attached to the lease agreement.

(c) Continued Discussion of FY11 End-of-Year Financial Report:

The School Committee discussed the need to understand the FY11 End-of-Year Financial Report. Dr. Kinney suggested seeking outside resources to help provide Geoff MacDonald with support analyzing the revolving accounts.

Mrs. Grieco volunteered to assist with the analysis on the revolving accounts because of her concern for needing the information to establish the FY13 budget.

Dr. Stein discussed establishing a business plan for each of the accounts. He agreed to work with the Mr. MacDonald to establish a timeline and the required resources to complete this work.

(d) Safety Summit:

Dr. Astley reported on the Safety Summit and the Wayland team that attended.

(e) Alumni Association Efforts:

Dr. Astley updated the School Committee on the planning of the Thanksgiving alumni event. He informed the Committee on a number of possible events that may be organized.

17. **Comments from the Public:**

Kim Cook expressed concerns regarding the amounts currently in the revolving accounts. She would like to have a greater understanding of the balances in each of the accounts.

Annette Lewis asked about a legal notice for management of the waste water treatment that was issued by the Selectmen. She also asked to whom the Business Manager reports and advised the School Committee to improve their knowledge and application of the Open Meeting Law.

Tom Sciacca commented on Dr. Stein's draft goals. He specifically cited output measures for measuring goals, the nurturing of improving student understanding by the use of technology and connecting goals across the district.

Louis Jurist commented on the waste water treatment. He also commented on the revolving accounts and fee-based programs. He also described end-of-year balances and how the School Committee should work with the FinCom to establish improvements to the district.

18. **Executive Session:**

Upon a motion duly made by Mrs. Grieco, seconded by Dr. Kinney, the School Committee voted unanimously (5-0) by roll call vote to convene in Executive Session at 10:25P.M. to discuss matters pertaining to a parental request regarding school attendance as set forth in M.G.L. Chapter 30A, Section 21(a) (7) to comply with a general or specific law, specifically FERPA and M.G.L. Chapter 71. A roll call vote was taken as follows:

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

19. **Adjournment:**

Upon a motion duly made by Ms. Butler, seconded by Mrs. Grieco, the School Committee voted unanimously (5-0) to adjourn the Regular Session at 11:11P.M.

Respectfully submitted,

Paul Stein, Clerk  
Wayland School Committee

Observers:

Amy Simmons, 221 Main Street  
Tom Sciacca, WVN  
Tracy Scheidemantel, 242 Old Connecticut Path  
Cynthia Lavenson, 70 Mitchell Street  
Betsey Brigham, 78 Rice Road  
Peter Holland, M.A.S.S.  
Stacey Adelman, 9 Linn Lane  
Nancy Funkhouser, 36 Rice Spring Lane  
Annette Lewis, Claypit Hill Road  
Louis Jurist, 86 Sears Road

Corresponding Documentation:

1. September 12, 2011 Regular Session Minutes
2. September 12, 2011 Executive Session Minutes
3. Memo re: Bus Transportation Late Fee Charge
4. Handout from Wayland Energy Initiatives Committee
5. FY12 Superintendents' District Goals
6. Draft Presentation for October 11<sup>th</sup> Fall Forum
7. Wayland-Weston Crew Trip Proposal
8. Middle School 8<sup>th</sup> Grade Washington, D.C. Trip Proposal
9. Gifts Received from Sullivan & McLaughlin Cos., Inc. & Curriculum Associates
10. Draft FY11 Annual Report
11. Technology Review Summary