

MINUTES – WAYLAND SCHOOL COMMITTEE  
Regular Meeting – October 7, 2019

A Regular Meeting of the Wayland School Committee was held on Monday, October 7, 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  
Nate Buffum  
Kathie Steinberg

*Absent:*

Kim Reichelt

*Also:*

Arthur Unobskey  
Superintendent

Parry Graham  
Assistant Superintendent

Richard Whitehead  
Director of Student Services

Susan Bottan  
Director of Finance & Operations

*Also:*

Allyson Mizoguchi, WHS Principal  
Barbara Coughlin, WHS Math Dept. Head & Teacher  
Ben Keefe, Public Buildings Director

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

**1. Introduction of Tricia O'Reilly, Happy Hollow Interim Principal:**

Arthur and the School Committee welcomed Tricia O'Reilly as the new interim principal of Happy Hollow for the remainder of this school year. She is a well-known teacher and leader in the district. The Committee and Arthur thanked the Happy Hollow community and staff for their patience and diligence working through the month of September and expressed their appreciation to Parry for stepping in temporarily.

Tricia expressed her excitement for this opportunity and appreciates the support and enthusiasm from teachers and parents.

The hiring process for a Happy Hollow principal for the 2020-2021 school year will begin in December.

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

WHS junior Jenna Brandaleone commented that high school students are experiencing stress for many reasons, but pointed out that the decisions made not to return math tests is adding to the stress level. To alleviate misunderstandings and miscommunications, she requested a documented outline for the return process and a reasonable timeline, as she has asked for her tests but they have not been returned. In Jenna's opinion, this decision is not beneficial to the student body.

Mike Hopps noted that Wayland High School was third in a Boston Magazine school ranking. As a father of two children at Claypit Hill, he is continuously impressed by the level of skill and dedication by classroom teachers, adding that the partnerships between the community, administration and the teachers are crucial to the children's success. Given recent comments in the community, Mr. Hopps expressed his dismay in learning that some in the community continue to question the motivation of the Math Department. He urged everyone to trust the efforts of the professionals who know what they know what they are doing, as it could decrease the teachers' ability to improve upon their craft, have a negative impact on the children, and drive away talented teachers whose motivation is to teach.

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As a resident and member of the School Committee, Ellen Grieco noted that she initially questioned the math department's decision not to return students' tests. However, after much thought and discussions with the school administrators, she understands that the teachers' want to build better relationships with their students by spending more time with those who are struggling with math and to encourage students to self-advocate for themselves when they need extra help. Ellen commented that given the success of this endeavor will prepare students for the world outside of high school.

Jeanne read an email submitted for public comment from Beth Martens and Omar White. They shared their positive experiences with the school start times, while acknowledging the struggles that some families are going through. Their hope is that community and administrators will continue to find ways to tweak the new schedule in an effort to address some of the ongoing challenges.

Stephanie Brandaleone commented that her daughter has tried to communicate the needs of every high school student. Given that a member of the School Committee outlined ways in which students can receive their tests, she reiterated that although her daughter has tried to get her tests back, but she has not been successful. Ms. Brandaleone asked for an outline that will help the students with this process.

3. **Special Matter:**

(a) Presentation/Update regarding High School Math Assessments:

Allyson Mizoguchi introduced Barbara Coughlin and commented that the presentation, "Assessments and Learning" will reflect on this well-founded, thoughtful practice and why this practice is in place. She added that substantive change takes time to realize the changes that will occur as a result. Culturally, this practice will encourage students to have a better understanding of themselves as learners and come to realize which skills and concepts with which they are struggling.

Barbara presented an update and a quick review of this new practice. There is not much data up to this point, but the department is receiving a lot of positive feedback regarding this district-wide effort to teach students to be reflective learners. For teachers, creating a good assessment takes time, particularly revising and improving the tests from year to year which can result in a better learning experience for students. Some teachers are choosing to keep the assessments for various reasons. Test security is also an important factor.

Barbara reviewed what is happening in the math classrooms now, including the return of summative assessments which are used to study for future tests, as well as the process by which teachers and students review the tests. Teachers also use reflection sheets and/or journals in class which helps students, with the help of the teachers, to self-assess based on the information presented. Some students may struggle more than others, in which case, the teachers will provide individual feedback. Barbara described the purpose of the forms/sheets that were displayed and reviewed.

Positive results includes students asking questions about concepts rather than identifying their test mistakes, teachers enjoying an increased dialogue between students and teachers about how students are doing, and both students and teachers are encouraged to organize ideas in more productive ways. There are additional benefits to this process for department teachers, such as deeper discussions of how to create meaningful and purposeful assessments leading to the ability of crafting new assessments using a variety of assessment tools. Students have also learned how to better self-assess and adjust their practice.

The School Committee asked questions in terms of differences amongst different grade levels, the ability to schedule enough time for teachers and students given the time change, and the difference between formative and summative assessments. Barbara and Allyson addressed Jenna Brandaleone's public comment in terms of requesting to receive the tests back. A formal student records request will be given to Principal Mizoguchi to ensure that this process is meaningful and reiterates the goals behind the process.

4. **Educational Matters:**

(a) Superintendent's Report:

- Preview of School Improvement Plan Presentations
- School Start Times

Arthur and Ellen Grieco are creating a newsletter that will feature what is going on in the district. It should be ready within the next week.

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The School Improvement Plans will highlight areas in which the staff is working to “engage every student every day.” Arthur described that which will be included in the reports.

In terms of school start times, buses are arriving at the schools more consistently. However, efficiencies continue to be looked at in an effort to improve the challenges of transportation. Susan described how they will approach this effort, including taking headcounts, combining and consolidating ridership, and researching the cost of additional resources that may be needed. The Wayland police are also assisting in this effort.

Arthur reported that he will put out a message describing his efforts to form a group of staff and parents for the purpose of evaluating the impact of school start times. The first meeting is October 30, and a report will be presented to the School Committee in May 2020.

5. **Financial Matters:**

(a) Review and Possible Vote to Approve FY21 Capital Budget (taken out of order):

An original draft and an adjusted draft of the Capital Improvement Plan FY21 to FY25 were provided to the School Committee. Susan described each draft, adding that the SelectBoard shared the new capital funding model and threshold. The Finance Committee asked that the schools shift projects to come within capital funds available which resulted in an adjusted draft. The projects were prioritized in such a way that the most important are crucial to the health and safety of students and staff. In addition, there are a small number of projects projected to be done next year that have an impact of the students’ educational experience. Arthur added that some important and necessary projects were postponed given that they would not affect the health and safety of the students and staff.

The Committee and administrators reviewed the revised list of projects at each school that are projected to be done in FY21. As the list was reviewed, there were some questions posed by the School Committee regarding some projects. Ben Keefe pointed out that some projects will be funded by excluded debt and not included in the adjustments, such as the third phase of the high school athletic project and the audio visual and sound system in the high school auditorium. Susan described the rationale behind replacing 20 classroom voice enhancement systems. Richard explained the importance of this replacement project for some students. Middle School projects, such as the fire alarm panel, the stage in the lunchroom, and the science lab cabinets were also discussed in terms of safety issues. A demographic study will be available mid-November to determine where additional modular classrooms will be placed. Ben Keefe explained the delay in replacing the Happy Hollow walk-in refrigerator and suggested an alternative plan for the time being. Loker School air handler units will be done in conjunction with the MSBA rooftop process.

Given the risks of further delaying some projects, such as the middle school rooftop units, a discussion ensued in terms of the repair/replacement timeline, the possible risk of the breakdown of the units, the sustainability of the capital project schedule, and the capital funds available moving forward five years for the town and schools based on a financial model created by the Town Administrator. The capital projects are approximately \$94,000 above the recommended amount.

To move the process forward, the School Committee will prioritize the capital projects, vote the capital budget, and draft a memo explicit with risks and prioritizations to the Town Administrator. The Finance Subcommittee will review the prioritization of the capital projects and draft the memo.

Upon a motion duly made by Ellen Grieco, seconded by Nate Buffum, the School Committee voted unanimously (4-0) to approve the capital budget as written with a statement from the Committee prioritizing the extra risks that we are planning to identify from the five-year plan in the amount of \$1,823,100.

(b) High School Athletic Complex Project:

- Project Status

Ben Keefe provided an update of the high school athletic complex project status. The visitor and home stands are in, and the press box is done. The tennis courts and the road will be paved this week. Tower Construction will install the bathrooms.

(c) Approval of High School Athletic Project Invoices from Leftfield, Weston & Sampson, Sudbury Park & Rec, and Heimlich Landscaping & Construction:

Upon a motion duly made by Ellen Grieco, seconded by Jeanne Downs, the School Committee voted unanimously

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(4-0) to approve the invoices from Leftfield, Weston & Sampson, Sudbury Park & Rec, and Heimlich Landscaping & Construction.

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

Susan raised the question of whether or not it should be a requirement for Team Wayland to be audited annually based on the fact that the sports teams will be fundraising and turning over the funds to the sponsor Team Wayland. Jeanne will consult with Team Wayland in this regard. A possible vote will be taken at the October 21 meeting.

(e) Discuss Upcoming Bus Contract Strategy:

There was no update.

### 6. **Administrative/Procedural Matters:**

(a) Discussion and Possible Vote to Appoint Chris Ryan to the Audit Committee:

Chris Ryan's appointment expired June 30, 2019.

Upon a motion duly made by Ellen Grieco, seconded by Nate Buffum, the School Committee voted unanimously (4-0) to appoint Chris Ryan to the Audit Committee for the next three years.

(b) Review of Meeting Agenda for Boston Meeting on November 5, 2019:

Arthur informed the School Committee that he will meet with principals regarding the Boston meeting agenda. He will share the agenda at the October 21 meeting.

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

None.

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

None.

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

Arthur and Jeanne appeared on The Buzz.

### 7. **Policy Matters:**

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

- IJNDC – Internet Publication
- IJNDD – Policy on Social Media
- IJOA – Field Trips

This agenda item was passed over.

### 8. **Consent Agenda:**

(a) Approval of Accounts Payables & Payroll Warrants:

- Wayland Public Schools Accounts Payables Warrant, dated October 7, 2019, in the amount of \$365,550.13
- Wayland Public Schools Accounts Payables Student Activities Warrant, dated October 7, 2019, in the amount of \$41,614.43

(b) Approval of Minutes:

- September 23, 2019

Upon a motion duly made by Ellen Grieco, seconded by Kathie Steinberg, the School Committee voted unanimously (4-0) to approve the Consent Agenda.

### 9. **Matters not Reasonably Anticipated by the Chair:**

Jeanne informed the School Committee that she forwarded to them an email prior to this meeting regarding the budget guideline.

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10. **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 the purposes of discussing strategy with respect to collective bargaining with the Wayland Teachers Association, Wayland Educational Secretaries Association, Wayland Food Services Association, Custodians and Maintenance Local 116 regarding health insurance payroll deductions, as permitted by M.G.L. c.30A, §21(a)(2), conducting a strategy session in preparation for negotiations with Non-Union Personnel, the Happy Hollow principal, 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: September 23, 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             | absent     |           |
| Kathie Steinberg         | X          |           |

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

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 (4-0) to adjourn at 9:50 p.m.

Respectfully submitted,

Arthur Unobskey, Clerk  
Wayland School Committee

**Observers:**

See attached sheet.

**Corresponding Documentation:**

1. Agenda & Backup Information
2. Email Public Comment
3. FY21 Capital Improvement Plans (original and adjusted)
4. WHS Project Invoices
5. Accounts Payable & Payroll Warrants
6. Regular Session Minutes of September 23, 2019
7. Executive Session Motion