

MINUTES – WAYLAND SCHOOL COMMITTEE
Regular Meeting – May 20, 2019

A Regular Meeting of the Wayland School Committee was held on Monday, May 20, 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

Chair Jeanne Downs convened the regular session at 7:02 p.m.; the meeting was recorded by WayCAM.

1. **Special Matters:**

(a) Introduction of Jenna Cramer, incoming Principal of Happy Hollow:

Arthur introduced Jenna Cramer, previously from the Boston Public Schools and a current principal in the Somerville Public Schools. As of July 1, Ms. Cramer will join the Wayland Public Schools as principal of Happy Hollow School.

(b) Conduct School Choice Hearing and Vote to Adopt a Resolution to Participate or Withdraw from School Choice for the 2019-2020 School Year:

Chair Jeanne Downs opened the School Choice hearing at 7:08 p.m.

The School Committee conducted a public hearing on School Choice at which time the Chair read the School Choice Resolution. There was no public input.

Kathie noted that even though Wayland does not participate in School Choice, funds are received from the State for the out-of-district children of staff members.

Upon a motion duly made by Ellen Grieco, seconded by Kathie Steinberg, the School Committee voted unanimously (4-0) to approve the resolution as ready by Jeanne to withdraw from School Choice for the 2019-2020 school year.

Upon a motion duly made by Ellen Grieco, seconded by Nate Buffum, the School Committee voted unanimously (4-0) to close the hearing at 7:11 p.m.

(c) Continued Discussion regarding Wireless Monopole, 264 Old Connecticut Path:

The School Committee discussed the possibility of a balloon test conducted and funded by Verizon. If a balloon test is done at the proposed high school location, the next step would be to discuss any possible health issues. The proposed height of the monopole is 150 feet that would be attached to an 80 foot light pole. Dates and times were discussed keeping in mind that a four-hour window is needed. Jeanne will follow up with the Town Planner.

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

There were no comments or written statements from the public.

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3. **Financial Matters (taken out of order):**

(a) Review and Possible Vote to Approve Three-Year Lease for Audio Visual Equipment:

Leisha Simon is requesting School Committee approval for the first audio visual three-year lease to replace equipment in the classrooms, such as interactive touch flat panels and interactive projectors. There has been much research done on this equipment. The plan is to put five at Claypit Hill and five at Happy Hollow. Leisha described the mounting of the panels so they are at the students' level.

Susan described the procurement process if there is a fall town meeting in an effort to approve longer leases, i.e five years. There is funding for classroom iPad replacements, and Leisha hopes to establish five-year leases for the iPads as well. Moving into spring 2020 town meeting, Leisha would like to establish five-year leases for teacher computers. Leisha and Susan added that the agreement is part of a budget appropriation for one year with the intent of an extended lease.

The School Committee reviewed the lease won by Ontario. Leisha and Susan answered questions from the Committee regarding the purchases of hardware and leases to the Wayland Public Schools and the warranty on the hardware. Susan will research the warranty.

Upon a motion duly made by Ellen Grieco, seconded by Kathie Steinberg, the School Committee voted unanimously (4-0) to approve the lease for the AV equipment presented tonight, subject to the warranty being confirmed by Jeanne and Susan.

4. **Educational Matters:**

(a) Superintendent's Report:

• *School Visits:*

Within the past two weeks, Dr. Unobskey attended the Lincoln Sudbury/Wayland girls' lacrosse game, a performance by Happy Hollow kindergartners of the Dr. Seuss classic, The Lorax, the Wayland Film Festival, and the Junior Prom.

• *School Start Times Update, including Communication:*

Childcare: WSCP is working in close partnership with the YMCA for BASE staffing. The YMCA staff will work under the BASE umbrella to accommodate the rising need for childcare, particularly the current waiting list of 80 families. Seventeen new staff have been hired, and the goal is to have all hiring done by the beginning of June.

Boston Programming: All Boston elementary students will hopefully integrate into the first hour of BASE until 3:30 p.m., at which time they will be bussed home. This accommodation will retain this year's schedule of when the students arrive in Boston at the end of the day. A meeting will be held with the Boston families in this regard.

Professional Development: Parry described the proposed planning and topics for "Priority Wednesdays" in terms of professional development. Parry, the elementary curriculum coordinators, and principals are currently working on a five-year plan largely driven by teacher feedback, whereby one curriculum area could be the focus for multiple years. Writing has been identified as a priority, as well as social emotional learning.

The Middle Schools continues its work within and across departments in terms of standards based grading. The High School is focusing on getting to know students better by focusing on jagged learning profiles, etc.

Arthur commented on teachers' schedules by building level and extra-curricular offerings for next year, which will not be known until September.

• *Transportation:*

Susan updated the School Committee regarding bus routes. Elementary routes are done and have been forwarded to Transfinder. High and middle school routes will be done tomorrow, May 21, and will also be forwarded to Transfinder upon completion. Susan will be meeting with First Student to review expectations for bus drivers, as well as with our dispatcher, Janet Delano, and one of the Boston bus drivers to review the Boston routes. The expectation is to have the bus routes published by June 7.

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On June 3, Richard will present the SEL Report and speak to the work of the SEL Committee and parent subcommittee meetings. A Vision and Mission Statement will also be presented.

Jeanne distributed a draft communication about School Start Times. The Committee reviewed the communication for content which included information regarding the BASE program, school clubs, untimed testing, athletics, before school programming, staff schedules, and transportation. A discussion ensued in terms of the timeline of when most decisions related to school start times will be made. Jeanne and Ellen will work on the final draft.

5. **Financial Matters (cont'd):**

(a) High School Master Athletic Plan – Next Steps:

The procurement process for the High School project is underway. The School Committee discussed the field needs for the Wayland community going forward, including a suggestion that the School Committee work collaboratively with the Recreation Commission and Town Boards. Kathie will follow up with the appropriate Boards.

6. **Policy Matters:**

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

- BEDH – Public Comment at School Committee Meetings
- DIF – Anti-Fraud and Whistleblower Policy

This agenda topic was passed over.

7. **Administrative/Procedural Matters:**

(a) Discussion of School Committee Appointment to the Youth Advisory Committee:

Jeanne informed the School Committee that Pam Cerne expressed her interest in taking Corrie Dretler's place on the Youth Advisory Committee at the time of Ms. Dretler's resignation in June. A discussion ensued in this regard, and the School Committee will follow a formal process for this and other appointments that will expire at the end of June.

(b) Review and Discussion of any Outstanding Document and/or Minutes Request:

There have been no outstanding document and/or minutes requests since the last meeting.

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

There are no outstanding Open Meeting Law matters at this time.

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

Kim will follow up on providing an article regarding School Start Times.

(e) Discussion regarding Superintendent Annual Performance Evaluation Process, with a Focus on District-wide Goals 3 and 4, including Feedback on All Aspects of the Superintendent's Performance:

Goal 3 – Social and Emotional Learning: This goal focuses on working to elevate achievement and social emotional learning, and this work will continue over the next two years. Arthur described the work being done in this regard, adding that social and emotional issues are more prevalent now than ever before. Action steps will be developed and planned at the administrative retreat in August.

Arthur provided an example of the inside of a classroom when social emotional learning is incorporated into the daily routine. A discussion ensued in this regard and in terms of the teachers' roles and the expectations of the students. Richard explained how SEL originated and how the kids and their needs have changed over the years. The discussion continued between the School Committee and administrators regarding social emotional learning.

Goal 4 – Budget Issues: This goal focuses on how to support the biggest budget priorities over time at the building level and how best to support them, such as staffing long term, re-assignment of staff, facilities/maintenance, and re-purposing of resources. Data is gathered in terms of learning what is working and what is not working. Arthur commented on what has been learned since the culmination of two budget cycles. The administrators have been discussing this area of focus and will again at its August retreat. Action steps will be developed for the FY2021 school budget process. Arthur addressed how flexibility can be applied to the budget and how the district responds if priorities were to change.

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Last year's financial summit was productive and useful, but the administrators would like to expand the summit to include the capital budget. Arthur noted that the schools' and towns' collaborative working relationship is important to this process.

8. **Consent Agenda:**

(a) Approval of Accounts Payables & Payroll Warrants:

- Wayland Public Schools Accounts Payables Warrant, dated May 20, 2019, in the amount of \$589,469.19
- Wayland Public Schools Accounts Payables Student Activities Warrant, dated May 20, 2019, in the amount of \$61,413.97
- Wayland Public Schools Payroll Warrant, dated May 23, 2019, in the amount of \$1,627,547.60

(b) WHS International Trip to France in April 2020

(c) WHS Camp Caribou Football Training in August 2019

(d) Approval of Minutes:

- Regular Session of April 22, 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:**

None.

10. **Executive Session:**

Upon a motion duly made by Jeanne Downs, seconded by Kathie Steinberg, 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 Memorandum of Agreement (MOA) with Wayland Teachers' Association (WTA), as permitted by M.G.L. c.30A, §21(a)(3); and voting to approve the following Executive Session minutes: May 6, 2019, as permitted by M.G.L. c.30A, §22. 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, and Diane Marobella, recording secretary.

The School Committee will reconvene in open session to disclose any votes in Executive Session and for adjournment purposes.

11. **Adjournment:**

Upon a motion duly made by Jeanne Downs, seconded by Kathie Steinberg, the School Committee voted unanimously (4-0) to adjourn at 9:52 p.m.

Respectfully submitted,

Arthur Unobskey, Clerk
Wayland School Committee

Corresponding Documentation:

1. Agenda & Backup Information
2. Memo from Leisha Simon re: AV Equipment Leases and the Proposed Lease from Ockers Co.

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3. Draft School Committee Communication
4. WHS Field Trip Approval for Camp Caribou Football Training
5. WHS Field Trip Approval for 2020 France Trip
6. Accounts Payable & Payroll Warrants
7. Regular Session Minutes of April 22, 2019
8. Executive Session Motion