

MINUTES – WAYLAND SCHOOL COMMITTEE  
Budget Hearing/Regular Meeting – March 6, 2017

A Budget Hearing/Regular Meeting of the Wayland School Committee was held on Monday, March 6, 2017, at 7:00 P.M. in the School Committee Room of the Wayland Town Building.

Present were:

Ellen Grieco, Chair  
Barb Fletcher, Vice Chair  
Jeanne Downs  
Kim Reichelt  
Kathie Steinberg

Also:

Paul Stein  
Superintendent

Brad Crozier  
Assistant Superintendent

Susan Bottan  
Business Administrator

Chair Ellen Grieco convened the Budget Hearing/regular session at 7:03 p.m.; the meeting is being recorded by WayCAM.

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

Molly Upton commented that she cannot find information related to the Superintendent Search Committee on the website, including minutes of the Search Committee's meetings. In her opinion, the process is a closed one that should require more publicity and outreach. Jeanne responded to this public comment.

**2. Special Matters – School Budget Hearing:**

(a) Presentation of School Committee Recommended FY18 Budget:

Ellen presented the School Committee's recommended FY18 budget that included a summary of the major budget drivers, additional information regarding benefits and costs, a comparison to peer communities, and FY18 capital requests. Ellen recited the vision of the district and reviewed the system-wide long-term plan/vision that began two years ago during the school summits at which the key topics were raising the bar, enhancing the curriculum, promoting health and wellness, employing technology, and exploring early childhood education, all of which helped to inform the district-wide UNITED goals for the current year.

- Using Data Wisely
- Nurturing Early Childhood Development
- Infusing Technology and Design
- Training Global Citizens
- Elevating Achievement
- Deepening Wellness Skills and Insights

The over-arching goal of this budget is to “fully support the academic and social/emotional growth of our students, while respecting the fiscal restraints facing Wayland residents.”

Ellen reviewed the budget process beginning with the Finance Committee's budget guideline of 2.5% and including enrollment projections, FTE staffing over time, and administrative meetings that included evaluating the stepping stones and unmet needs of the district. Ellen commented on the ongoing WTA negotiations that will impact the school expenditures and is not reflected in the recommended FY18 budget.

In response to questions from the residents, Ellen reviewed the FY18 FTE staffing in terms of how it is driven by enrollment, special education, and the stepping stones included in the budget.

In summary, the FY18 budget that was recommended totaled \$38,644,028 for a total percentage increase of 2.44%. However, late in the budget process, Ellen explained the FinCom's request to reduce the recommended budget by almost \$315,000 and the process by which the School Committee followed to reach a compromised reduction of \$157,566. Ellen reviewed those items that will not be funded in FY18, such as Chromebooks/IPADS, elementary

MINUTES – WAYLAND SCHOOL COMMITTEE  
Budget Hearing/Regular Meeting – March 6, 2017

stipends, an interdisciplinary teacher, a technology assistant, and an Academic Center teacher assistant. Those items funded are an elementary world language immersion program, a middle school writing lab, elementary guidance, and an evening custodial supervisor.

The total revenue and expenditures for the School Department were noted, as well as the value of benefits for staff, the demographic profile, and the FY18 capital requests. The capital requests included carpet replacement with a vinyl floor at the Middle School, food service equipment upgrade, phone system upgrade at Claypit Hill, and custodial equipment.

(b) Open Discussion regarding School Committee Recommended FY18 Budget:

An open discussion between the School Committee and residents attending the meeting followed the budget presentation. The following topics were discussed:

- Overcrowding in the current Grade 4 at Claypit Hill
- Funding for an additional Grade 5 at Claypit Hill in FY18
- Class ratios and class guidelines
- Current FTEs regarding support staff
- Per pupil spending
- Union salaries vs. non-union salaries
- SPED pre-pay costs and regulations
- Ongoing grants related to the budget and fringe benefits
- Enrollment of METCO children
- Enrollment of staff children

3. **Educational Matters:**

(a) Hear Superintendent's Report:

Paul reported that he attended the Boston parents' meeting recently and it was evident that there was a good sense of community. He also attended White Ribbon Day in Boston at which men pledged to oppose domestic violence. There is a ceremony scheduled in Wayland on March 14<sup>th</sup> at the Public Safety Building. Lastly, Paul mentioned that the annual Mary Johnson Travelship award ceremony will be March 7<sup>th</sup> to honor a deserving Wayland teacher.

4. **Financial Matters:**

(a) Discussion and Possible Vote to Approve Three Invoices related to the Loker School Windows and Door Project, including Discussion and Possible Vote to Authorize the Chair and Superintendent to Sign an MSBA Form Acknowledging the Rate of Reimbursement for the Loker School Windows and Door Project:

Jeanne confirmed that the MSBA reimbursement rate for the Loker School Windows and Door Project is 35.24%, the same rate applied to the Claypit Hill project. The School Committee reviewed two invoices for the schematic designs as explained by Jeanne.

Upon a motion duly made by Barb Fletcher, seconded by Ellen Grieco, the School Committee voted unanimously (5-0) to authorize the Chair and the Superintendent to sign the MSBA form acknowledging the rate of reimbursement for the Loker Windows and Door Project and to approve the three invoices related to the Loker School Windows and Door Project as presented tonight.

(b) Continued Discussion of the FY18 School Operating and Capital Budgets and Possible Vote to Approve the FY18 School Operating Budget and Possible Vote to Approve any Changes to Fees for FY18:

Before approving its FY18 budget, the School Committee expressed its concerns regarding the Finance Committee's recent request to reduce the FY18 school operating budget late in the budget process and the need to communicate better and earlier in the process, as it is preferred that the School Committee and Finance Committee both approve the budget presented.

There were no recommended changes to fees for FY18.

Upon a motion duly made by Barb Fletcher, seconded by Ellen Grieco, the School Committee voted (4-1) (Kathie opposed) to approve and recommend at Town Meeting the FY18 school budget of \$38,486,417.

MINUTES – WAYLAND SCHOOL COMMITTEE  
Budget Hearing/Regular Meeting – March 6, 2017

(c) Review of and Possible Vote fo Approve Addendum to Budget Booklet related to Finance Committee's Reduction of and Request to Identify Alternative Funding for Portions of the School Budget:

The School Committee reviewed the addendum to the budget booklet relating to the FinCom's request to reduce the FY18 school operating budget.

Upon a motion duly made by Barb Fletcher, seconded by Ellen Grieco, the School Committee voted unanimously (5-0) to approve the addendum as revised.

(d) Discussion of Proposed Bid Process to Obtain Space for School Bus Parking and Possible Vote on related Next Steps:

Susan noted that she had no updates at this time. Given the decision by the School Committee to begin the RFP process for parking outside of Wayland, Susan commented that it would take the attorney about 6 to 7 weeks to draft an RFP. Susan described the RFP process, including advertising and the acceptance of bids.

5. **Administrative/Procedural Matters:**

(a) Continued Discussion regarding Superintendent Search Process:

Jeanne updated the School Committee regarding the superintendent search process. The Screening Committee will choose the finalists at their meeting this evening, and the School Committee will receive those selections at its March 9<sup>th</sup> meeting. Jeanne reviewed the tentative dates for each candidates' all day visits, including the interviews by the School Committee. The principals, PTO, Administrative Council and Central Office staff have been contacted regarding the school visits and the brief interviews with each group of parents and staff. The School Committee discussed the tentative schedule.

The School Committee reviewed the interview questions from each member regarding the important aspects of the job of the superintendent and to avoid duplication. The questions will be discussed and developed further on March 9<sup>th</sup>. A discussion ensued about the interview process, the process of acquiring feedback from each group of interviewers, and a follow up communication to announce the finalists.

(b) Review of March 13, 2017 Proposed Agenda:

The School Committee reviewed the proposed agenda for its meeting on March 13<sup>th</sup>. The agenda will include bus parking and school start times.

6. **Consent Agenda:**

(a) Approval of Accounts Payables & Payroll Warrants

- Wayland Public Schools Payroll Warrant, dated March 2, 2017, in the amount of \$1,422,274.36

(b) Approval of Minutes

- Regular Session of January 17, 2017
- Special Session of January 19, 2017

Upon a motion duly made by Barb Fletcher, seconded by Ellen Grieco, the School Committee voted unanimously (5-0) to approve the Consent Agenda with the January 17, 2017 minutes as amended and January 19, 2017 as written.

7. **Matters not Reasonably Anticipated by the Chair:**

None.

8. **Executive Session:**

Upon a motion duly made by Ellen Grieco, seconded by Barb Fletcher, the School Committee voted unanimously (5-0) to enter Executive Session at 9:31 p.m. for the purposes of discussing strategy with respect to and in preparation for collective bargaining with the Wayland Teachers Association, Wayland Educational Secretarial Association, Custodians Union and Food Service Association, as permitted by M.G.L. c.30A, §21(a)(3), as such discussion in open meeting may have a detrimental effect on the bargaining position of the School Committee and an Executive Session is necessary to protect the bargaining position of the School Committee, and approving minutes from prior Executive Sessions, as permitted by M.G.L. c.30A, §22 for the following meetings: February 27, 2017. A roll call vote was taken as follows:

MINUTES – WAYLAND SCHOOL COMMITTEE  
Budget Hearing/Regular Meeting – March 6, 2017

<u>Roll Call</u>	<u>Yes</u>	<u>No</u>
Ellen Grieco, Chair	X	
Barb Fletcher, Vice Chair	X	
Jeanne Downs	X	
Kim Reichelt	X	
Kathie Steinberg	X	

**12. Adjournment:**

Upon a motion duly made by Barb Fletcher, seconded by Ellen Grieco, the School Committee voted unanimously (5-0) to adjourn at 9:56 p.m.

Respectfully submitted,

Paul Stein, Clerk  
Wayland School Committee

**Observers:**

Molly Upton, Wayland  
Carol Plumb, Wayland  
Anette Lewis, Wayland

**Corresponding Documentation:**

1. Agenda & Backup Information
2. Addendum to Report on School Committee's FY18 Recommended Budget
3. Invoices related to the Loker School MSBA Accelerated Repair Project
4. Proposed Interview Questions (B. Fletcher)
5. Regular Session Minutes of January 17, 2017
6. Regular Session Minutes of January 19, 2017
7. Executive Session Motion