

MINUTES – WAYLAND SCHOOL COMMITTEE

Special Meeting – February 18, 2016

A Special Meeting of the Wayland School Committee was held on Thursday, February 18, 2016, 9:00 A.M. in the School Committee Room of the Wayland Town Building.

Present were:

Ellen Grieco, Chair

Barb Fletcher, Vice Chair

Donna Bouchard

Jeanne Downs (arrived at 9:03 a.m.)

Kathie Steinberg

Also:

Paul Stein

Superintendent

Chair Ellen Grieco convened the Special Session at 9:00 A.M. and noted that the meeting is being recorded by WayCAM.

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

There were no comments and written statements from the public.

2. **Administrative/Procedural Matters:**

(a) Discussion of and Possible Vote to Approve Warrant Article related to OPEB Parity and Expense Payments for FY17:

This agenda item was postponed until the February 22nd meeting.

(b) Discussion of and Possible Vote to Approve Contents of School Committee Budget Booklet and Budget Forum Presentation:

The School Committee reviewed the Budget Message and Budget Booklet for content and accuracy. A discussion ensued regarding what information, including charts, to incorporate in both the message and booklet. Appropriate changes and recommendations were made by the Committee members, including a summary and the decision to provide links to additional information on the website. The Committee discussed its effort to come as close to the 2.5% FinCom Guideline as possible based on public input and the needs of the district. The Committee also discussed the possible addition of a 0.5 FTE assistant principal at Claypit Hill vs. the reduction of a 0.2 FTE teacher at both the middle school and high school, as well as the findings of the Special Education Assessment Report and the Edvocate Custodial Assessment in terms of recommendations made to address administrative understaffing in these two departments.

Barb explained the process of noting significant savings based on Errata and how and why the School Committee considers this savings when proposing a final budget. Paul added his view on how Errata can affect a budget. The Committee reviewed the capital expenses that will be included in the budget. Barb noted that those capital projects that are in the process will be completed and some new capital projects will be deferred for one year. A question was raised regarding the cost of \$100,000 to reconstruct the Happy Hollow playground, \$10,000 of which will be covered by the Recreation Department. Barb will look into whether the cost should be noted as such, and then the School Committee will address this matter at its Budget Hearing.

Donna asked the School Committee to include an explanation in terms of what she supported in the FY17 recommended budget, even though she voted “no” when the Committee took a vote to approve the FY17 recommended budget because the 0.5 FTE Assistant Principal was included. The Committee agreed to do so.

The Committee reviewed the PowerPoint presentation for the public hearing, including the goals, enrollment projections, FTEs from 2011 to the present, per pupil expenditures, and the five-year capital plan. Recommended changes and additions were discussed for implementation into the presentation.

Kathie recommended that the Committee define its goal for the budget before beginning the budget process next year. As a takeaway from the budget process relative to school spending, Ellen stated that the availability of funds is contracting, but the need for broader education is expanding due to the age of information and technology. For instance, more money is required to address technology issues, i.e. security, when several years ago this was not the case. Other members described their takeaways derived during the budget process. A discussion ensued regarding the language, the number of slides, and slide content for the PowerPoint

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presentation.

The Committee discussed The Children's Way increasing out-of-district tuition costs in terms of the school budget and including some language to address that. Barb will research this matter further.

Donna left the meeting at 11:01 a.m.; returned at 11:03 a.m.

The Committee reviewed agenda topics for future School Committee meetings. Jeanne requested that the Committee invite TEC Director Liz McGonagle to make a presentation about the TEC program offerings.

(c) Report and Discussion of Outstanding OML Public Record Matters:

Ellen updated the School Committee regarding her conversation with Attorney Adam Simms concerning Philip Cohen's public records request. Mr. Simms will reproduce the records for the School Committee at a cost of \$450.00. Upon receipt of the records, the School Committee will give them to Mr. Cohen for which Mr. Cohen has agreed to pay the full cost. Ellen will confirm with Mr. Simms that these records are only available in paper form. Ellen will send a follow-up communication to the Supervisor of Public Records in this regard. A discussion ensued in terms of whether the School Committee should keep a copy of these records for future reference and possible public records requests.

Ellen read George Harris's public records request of January 31, 2016 to which Donna was delegated to respond. Paul prepared the response and documents for Mr. Harris and reviewed them with the Committee. A discussion ensued regarding internal and external inquiries in terms of what to include in the public records request. Ellen responded to Mr. Harris via email regarding the timing of the Committee's response. The Committee will discuss this matter again on February 22nd.

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

(a) Property Located at 193 and 195 Main Street:

Kathie will email out the Finance Committee's comments to the School Committee regarding the warrant article related to property at 193 and 195 Main Street. The Committee will review the comments at its February 22nd meeting.

4. **Comments from the Public:**

There were no public comments.

5. **Adjournment:**

Upon a motion duly made by Ellen Grieco, seconded by Barb Fletcher, the School Committee voted unanimously (5-0) to adjourn at 11:36 a.m.

Respectfully submitted,

Paul Stein, Clerk
Wayland School Committee

Corresponding Documentation:

1. Agenda
2. FY17 Recommended Budget
3. Budget Forum Presentation
4. School Committee Spring 2016 Meeting Agenda Topics