

MINUTES – WAYLAND SCHOOL COMMITTEE
Regular Meeting – November 30, 2015

A Regular Meeting of the Wayland School Committee was held on Monday, November 30, 2015, at 7:00 P.M. in the School Committee Room of the Wayland Town Building.

Present were:

Ellen Grieco, Chair
Barb Fletcher, Vice Chair
Donna Bouchard
Jeanne Downs
Kathie Steinberg

Also:

Paul Stein
Superintendent

Brad Crozier
Assistant Superintendent

Marlene Dodyk
Director of Student Services

Susan Bottan
Business Administrator

Chair Ellen Grieco convened the Regular Session at 7:03 p.m. and announced that the meeting is being recorded by WayCAM. Ellen also noted that she will be ending the meeting at 10:30 p.m.

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

George Harris responded to a letter read by Jeanne Downs at a previous meeting in response to a Town Crier article regarding an alleged accusation toward Ben Downs. Mr. Harris reiterated what was in the Town Crier article and commented on what he believed to be the issue at hand. Ellen interrupted Mr. Harris and commented that Mr. Downs is not a public figure and asked him to make only factual comments. Mr. Harris described chain of events, according to the report in the Town Crier, and blog comments made on different websites by Oscar Delahunt as far back as 2012 up to the present. It is Mr. Harris's opinion that Oscar Delahunt is Mr. Down's alter ego, and noted in his opinion Mr. Downs' lack of responsiveness and denial to the alleged accusations.

Alice Boelter read a letter regarding Stephen Cass's arrest, titled "No Cause for Thanksgiving in Wayland." She suggested that the police, School Committee, and the Superintendent drop the charges against Mr. Cass. Ms. Boelter also suggested that the town's leaders are not role models for the students.

Margo Melnicove supported the remarks read by the former speaker. Ms. Melnicove believes that the arrest ruined Mr. Cass's reputation and his life and was an overreaction by the police. She asked the School Committee to direct the Superintendent to drop the charges against Mr. Cass. If the charges aren't dropped, it is her hope that everyone involved will be sued.

Ellen Grieco read an excerpt from the recent Town Crier article titled "Arrest" and commented on the lack of factual information in the article. Contrary to what was written in the article, Ellen informed the public that the School Committee and the Superintendent did not "push" the police to arrest Mr. Cass. In support of the First Amendment, she cautioned everyone about making statements that are not true.

In response, Donna Bouchard stated that because the School Committee does not provide enough information to the public, the public speculates because they don't know the truth. In Donna's opinion, the Committee needs to be more forthcoming. Donna noted that the School Committee did not know about a missing laptop until Dr. Stein forwarded a press release from the Wayland Police Department to the Committee. She also informed the Committee that upon receiving the press release, she emailed Paul to ask when he became aware that the laptop was missing. In her opinion, the School Committee should have been informed about the School Administration's plan to address the missing laptop since there was a School Committee meeting planned for the same night of the arrest.

MINUTES – WAYLAND SCHOOL COMMITTEE

Regular Meeting – November 30, 2015

In the interest of all involved, George Harris commented that the School Committee should help Mr. Cass find another job, which may help to avoid a lawsuit filed by Mr. Cass.

2. **Special Matter:**

(a) Discuss and Possible Vote to Approve Gift of Services by WayCAM for Wayland High School Theater:

Director of WayCAM Jim Mullane distributed a synopsis of a gift of services by WayCAM to install a three camera HD robotic system in the WHS Theater. Jim asked for the School Committee's support in approving this gift of services. He described in detail where the cameras and boom mikes will be placed in the theater. He also noted that most of the system would be brought in at the time of filming and then removed until the next time. This system would allow a live feed to the studio should no one be available to film and in case of an overflow of other events that would need to be filmed. Staff and students can learn to use the system as well.

Upon a motion duly made by Barb Fletcher, seconded by Jeanne Downs , the School Committee voted unanimously (5-0) to support the installation of the three camera HD robotic system in the High School Theater by WayCAM with gratitude.

3. **Financial Matters:**

(a) Review and Possible Vote to Approve Wayland School Community Programs (WSCP) FY17 Budget and Potential Uses of Surplus Funds, including Discussion of Utility and Custodial Services Cost Allocation:

Barb commented that Pat Keefe, Director of WSCP, presented the information that the School Committee has been provided to the Finance Subcommittee. The information contains changes to WSCP's budget considerations for custodian and built-in utilities costs. Susan gave a brief overview of the recalculations of WSCP's operating expenses, using a similar formula that is used for full day kindergarten. This involves calculating the number of classrooms that WSCP uses for its programs. As a result, this calculates a savings of about \$50,000 to the BASE program, only to be covered by the school operating budget.

Pat Keefe made three different recommendations for the extended day Kindergarten Program that include bussing all extended day Kindergarten students to one elementary school, limit the program to two days, or eliminate the program altogether.

Pat also recommended an increase in wages for her staff and to hire a part-time nurse.

The Committee asked questions and discussions followed about the comparison of cost allocation in all three elementary schools, the taxpayers' based responsibility vs. the fee-payers' based responsibility of the programs, the capital obligation of the WSCP, and the recommended options for the extended day Kindergarten program.

Paul noted that when the elementary schools reconfiguration was put into place, parents were assured that the extended day Kindergarten program would be available to them. Paul requested that the School Committee postpone its vote of support for the change in the WSCP budget, so that he has additional time to work on the impact to his proposed FY17 budget. A timeline for the School Committee's approval was discussed.

Upon a motion duly made by Barb Fletcher, seconded by Ellen Grieco, the School Committee voted unanimously (5-0) to approve moving to the proposed two-day extended day Kindergarten option for FY17 as presented tonight.

Barb commented that the possible use of surplus funds to cover the cost of a custodial assessment and some capital requests will be discussed by the Finance Subcommittee before bringing it to the School Committee.

(b) Discuss and Possible Vote to Approve Amended Tuition Schedule for The Children's Way for FY17:

Although The Children's Way budget and fee increase was recently approved by the School Committee, the Director Katy Merrell made some adjustments to the fee increase for the families who pay for five days. The yearly fee was originally set at \$3,100 and has been adjusted to \$2,700, resulting in a 50 cent per hour decrease for the lunch bunch program. Katy also proposed a registration fee, similar to other programs who charge a refundable or a non-refundable registration fee. Susan will report back to the Committee regarding how many families are turned away due to lack of slots. In terms of OPEB parity payments, TCW can still make the payments despite the decrease in the yearly fee for the five-day program. Susan related the program deficits for the last three years.

MINUTES – WAYLAND SCHOOL COMMITTEE
Regular Meeting – November 30, 2015

Upon a motion duly made by Jeanne Downs, seconded by Barb Fletcher, the School Committee voted (4-1) to approve the change in the tuition schedule for The Children's Way for FY17.

Donna voted no, as it is her opinion that TCW should stand on its own without relying on the surplus funds. Kathie asked about the mission of the program in terms of the tuition, keeping it in mind that it is a required service and after school program to the community.

4. **Educational Matters:**

(a) Superintendent's Report, including Curriculum Spotlight #5:

Paul informed the School Committee that the School Improvement Plans have been completed by the principals and vetted by the School Councils. The Committee will receive copies very soon. Paul attended the impressive Veterans' Day Program and noted that two WHS students in Kevin Delaney's class presented a documentary.

Curriculum Spotlight #5 – Proficiency Based Learning (10th Grade):

Paul noted that this spotlight focuses on teaching and learning of world languages. When learning a world language in the past, textbooks were used and was often grammar focused, thus, taking on a linear approach. This type of approach inhibited the students' ability to learn a given language.

The alternative approach is focused more on speaking using content of high interest to the students, rarely using textbooks. Teachers pull their resources from primarily online. During class, the lessons are taught almost entirely in the world language – using French, Spanish, or Chinese.

Paul summarized the four characteristics of Proficiency Based Learning:

- Use (of the language to communicate)
- Integration in learning to communicate (using listening, speaking, reading, grammar, writing, and the study of culture)
- Authenticity (using authentic materials found online and incorporating authentic assessments of student performance)
- Organization of Language Learning

Paul elaborated on the use of assessments – natural extensions of class activities. Paul showed an example of one high school French class and the themes that are explored, including sample assignments for the students, one being the Postcard Project. An example of how technology links are used for assignments was also shown. Paul provided the Committee with an end-of-unit survey that the students in the French class were asked to fill out in terms of how they liked this method of teaching. Finally, a film demonstrating the use of technology in which the students set up voice overs for the purpose of narration was shown.

The next Curriculum Spotlight on December 14 is the second part of this presentation – Organic World Language (OWL).

(b) Receive and Discuss the 2015 Staff Deployment and Class Size Report:

Brad presented the 2015 Staff Deployment and Class Size Report to the School Committee. He noted that this report is a snapshot in time in terms of FTE's and is used to assess how the budget is developed from year to year and is based on enrollment and other changes that are projected for the next year's budget. Brad noted that the overall increase in FTE's from last year to this year is attributable to the fee-based programs. Also, adjustments have been made in categorizing job classifications for which Brad explained.

Brad addressed a question regarding the high enrollment in Grade 3. He commented that the principals are monitoring the enrollment in terms of possibly needing more staff. Also, the Title I Grant was higher than in the past few years. Thus, the Grant was approved to include two 19-hour TA's to support 3rd grade and RTI at Happy Hollow and Loker Schools.

(c) Discuss and Potentially Vote to Approve Proposal regarding Remote Learning Days:

Paul shared his proposal with the School Committee to implement remote learning days during "no school" days. He noted that the concept came about when staff began conversations surrounding Blizzard Bag days taking place in other states. Paul commented that this is a unique proposal, given Wayland's access to technology, and addresses the discontinuity of learning when snow days occur. Teachers will post

MINUTES – WAYLAND SCHOOL COMMITTEE
Regular Meeting – November 30, 2015

assignments on line by 10:00 a.m. on snow days making it possible to count the days as school days, and the expectation is that students will spend 30 minutes per subject. However, the first snow day will be exempt from this proposal. Paul noted that this proposal will require state approval.

A discussion ensued regarding the possibility that assignments do not get posted by 10:00 a.m. due to power outages and other storm-related problems. Discretion will be applied based on an assessment of the storm.

Ellen commented that parents with whom she has discussed this proposal are enthusiastic about it.

Upon a motion duly made by Barb Fletcher, seconded by Ellen Grieco, the School Committee voted (4-1) to approve the Memorandum of Agreement with the WTA for a pilot of up to two days of remote learning days and authorize the Chair to sign the MOA. (Donna opposed, as she would only support one day of remote learning.)

- (d) Discuss Possible Topics for School Staff Members to Present at Future School Committee Meetings:
The School Committee discussed possible topics to be presented at future meetings by school staff. The following topics were proposed:
- Assessments and Testing
 - Chinese Language
 - English Writing and Pilot Program for the Ramp-up Courses

- (e) Review of and Potential Vote to Approve to Send Draft Article regarding Instructional Rounds by Barb Fletcher to the Town Crier:
The School Committee reviewed the draft article regarding Instructional Rounds written by Barb Fletcher.

Upon a motion duly made by Barb Fletcher, seconded by Jeanne Downs, the School Committee voted unanimously (5-0) to approve the article related to Instructional Rounds to be distributed to the Town Crier.

Jeanne noted that based on her conversation with Mary Barber at the High School, students in the journalism class will write future articles by interviewing the administrators.

5. **Financial Matters (continued):**

- (a) Presentation of Preliminary FY17 Budget, including Budget Drivers:
Paul presented “Building the FY17 Budget” to the School Committee. Limited to and according to the Finance Committee’s Guideline of a 2.5% increase over the FY16 budget, the increase would be equivalent to \$918,000. Paul will seek the School Committee’s input regarding the prioritization of last year’s unmet needs.

Paul noted the level services budget drivers that make it possible to offer students the same services that were offered last year:

- Contractual Obligations - \$767,000
 - Cost of Living
 - Steps, Lanes, Longevity Retirement
 - Utilities - \$179,000
 - Transportation - \$16,000
 - The Education Cooperative Tuition Cost - \$6,000
- Enrollment (General and Special Education):
 - Special Education Staffing and ELL Translators - \$239,000
 - A New .65 FTE Kindergarten Teacher, a .65 FTE Aide, and Materials/Equipment - \$70,000
 - Special Education Contracted Services - \$78,000

The above budget drivers total \$1,355,000.

Paul reviewed the budget adjustments being considered that could result in potential savings to the budget of approximately \$238,000 in both Personnel and Non-Personnel.

An overview of the budget development process indicates a potential budget gap of \$199,000 between the FinCom Budget Guidelines and a level services budget, which comes in at .5% over the guidelines. This creates a challenge in order to meet the guideline and the second challenge is what to do in the areas of

MINUTES – WAYLAND SCHOOL COMMITTEE
Regular Meeting – November 30, 2015

identified need, such as an Assistant Principal (.6 FTE at Claypit Hill and .4 FTE at Happy Hollow), a K-12 Health and Wellness Department Chair, elementary extra-curricular stipends, athletics facility costs and uniforms, administrative restructuring in Student Services, and Technology issues.

On the other hand, if Paul was asked to reduce the budget by \$199,000 to meet the FinCom Guideline, there would be a decrease in middle school and high school staff, the elementary summer office support would be eliminated, as well as instrumental music retained earnings from participation increase.

The School Committee asked Paul to prioritize the areas of identified need. A discussion ensued in terms of the town-wide 2.5% increase guideline by the Finance Committee. Because there is a different approach by the FinCom this year, Barb described the School Committee's budget process going forward. Barb will consult with Carol Martin in this regard and inform her that as part of the budget presentation to the FinCom, the School Committee would like to have a conversation with them specifically about the FinCom guideline.

(b) Review and Possible Vote to Approve Prioritization of FY17 School Capital Requests Submitted to Finance Committee:

As a result of Barb's and Ben Keefe's presentation of the School Department's FY17 capital requests to the Finance Committee, they were asked to prioritize the capital requests. Ben's prioritized recommendations include the high school security cameras and the food service capital request based on need. Barb noted that the remaining funds from the High School Building Project could be used toward the security cameras. Additional work is required for the phone upgrade at Happy Hollow and the Loker windows and doors project in terms of whether to move forward with or without MSBA funding.

Upon a motion duly made by Barb Fletcher, seconded by Ellen Grieco, the School Committee voted unanimously (5-0) to approve the recommended prioritization of the FY17 School Committee capital requests as presented tonight.

(c) Receive Recommendation and Implementation Plan/Schedule and Possible Vote to Approve Student Activity Account Online Payments:

Susan recommended an expansion of online payments from 10 fee-based programs to include 10 fee-based programs and the student activity accounts. Susan, the business office accountant, and the Town Treasurer met with UniBank and MCC – two of the largest online paying systems. After reviewing each company's options, the recommendation to the School Committee is to engage MCC as the provider for the school department. The plan is to move the fee-based programs to the new system and then slowly expand some of the high school student activity accounts with a completion date for all other student activity accounts by April 2016. Susan noted that the startup cost for the software is \$1,000 with an annual cost of \$2,000. Town Counsel has reviewed the contract, but since the contract was not available to the School Committee at this time, Susan will send it to them for review. A vote for the School Committee's approval will be on the December 14th agenda.

(d) Review and Possible Vote to Approve Program Descriptions for Certain Revolving Accounts to be Submitted to DESE and Board of Selectmen, per Attorney Toomey's Recommendation:

Susan noted that Attorney Toomey's recommendation is to complete a form for each of the six programs that are governed by M.G.L. c.71, §26 A,B,C for submission to DESE for approval. However, according to DESE's Early Learning Team, The Children's Way and the Full Day Kindergarten Programs do not require approval. BASE, Global Language, Tutoring and Enrichment are included in the programs to be approved. A discussion ensued in this regard.

Susan noted the email she received from DESE regarding these six programs; Donna asked for the email for the purpose of clarification.

Upon a motion duly made by Barb Fletcher, seconded by Ellen Grieco, the School Committee voted unanimously (5-0) to submit the forms as provided tonight for BASE, Global Language, Enrichment and Tutoring to the Department of Elementary and Secondary Education and the Board of Selectmen as amended.

Donna noted the Enrichment form regarding the drama offering. It was deleted from the form because it was duplicated on the form. Susan will confirm with Jim Toomey whether the School Committee should still submit the forms for TCW and FDK.

MINUTES – WAYLAND SCHOOL COMMITTEE

Regular Meeting – November 30, 2015

(e) Review FY17 Budget for School Committee Expenses:

The School Committee reviewed three years of budget actuals, including the FY16 budget. Barb recommended the elimination of the Catering account and maintaining level funding for FY17. Barb will work with Susan regarding the legal fees associated with negotiations.

(f) Receive FY16 Q1 Financial Report:

Susan reported on the highlights of the financial status of the school district from July 1 to September 30. All financial obligations are being met and a year-end balance of \$87,000 is projected. This year-end balance does not assume a \$200,000 SPED prepay. Utilities and electricity delivery charges are higher than anticipated, SPED staffing has shifted as a result of new student needs, and the contract with Whitewater is higher than projected from about \$20,000 to as much as \$40,000.

A discussion ensued regarding the remaining balance in some accounts and the encumbrance of funds for some anticipated expenses, such as staffing and legal expenses.

(g) Provide Finance Subcommittee Update:

Barb noted that the Finance Subcommittee met with Ben Keefe about the high cost of electricity delivery charges. The Finance Subcommittee anticipates meeting with the Energy Committee to help to control some of the costs related to the delivery charges. The Subcommittee received an update on the outstanding capital projects, particularly those that are scheduled to begin the summer of 2016. Ben Keefe will approach the Permanent Municipal Building Committee to ask if they would become involved in the Loker Windows and Doors Project. In terms of support staff for the Finance Subcommittee, Rose Dunn will delegate 2-3 hours from her schedule for each meeting's prep work. Finally, the Custodial Assessment will begin the second week of December and will continue for about four weeks.

6. **School Policy Matters:**

(a) Policies/Procedures for Review and Possible Acceptance:

The School Committee reviewed the following policies:

- DGA (Authorized Signatures)
- JKAA (Physical Restraint)

Jeanne noted that the Authorized Signatures Policy was expanded to allow the signing of documents by the Chair of the School Committee after School Committee approval, including documents related to court-settled lawsuit agreements. Town Counsel and the MASC have reviewed the changes to Policy DGA. A discussion ensued to clarify the types of settlements and related documents that can be signed by the School Committee Chair. This language was added by Town Counsel. Jeanne will refer to Mark Lanza and Gini Tate in this regard and this topic will be added to the December 14th agenda.

Upon a motion duly made by Barb Fletcher, seconded by Donna Bouchard, the School Committee voted to put Policy DGA (Authorized Signatures) out for public comment as presented tonight.

Jeanne stated that the MASC's version of the Physical Restraint Policy must be approved, as it needs to be in effect by January 2016. Marlene elaborated on the changes in the law regarding physical restraint of students. The new law gives more definition and puts more procedures in place. The procedures have been developed by Marlene and her staff; however, the policy must be changed to reflect what is stated in the law. As recommended by school counsel, the procedures will be kept in a procedural book separate from the policies, but next to the Policy Manual for cross-referencing purposes. Marlene and Paul described the procedures/process for time outs and physical restraints in the classroom.

Upon a motion duly made by Barb Fletcher, seconded by Ellen Grieco, the School Committee voted unanimously (5-0) to approve and put out for public comment Policy JKAA (Physical Restraint) as presented tonight.

(b) Provide Policy Subcommittee Update:

Jeanne noted that the Policy Subcommittee has received public comments regarding the Policy for Fee Based Revolving Funds and the Policy for Non-Resident Students. These policies will be reviewed again by the Policy Subcommittee. The Staff Ethics Policy did not receive any public comments. The Policy Subcommittee will be

MINUTES – WAYLAND SCHOOL COMMITTEE

Regular Meeting – November 30, 2015

meeting with the support organizations to review policies and procedures related to their work. The Policy Subcommittee also wrote an explanation for policies and procedures that will be posted on the website. The next meeting is December 11th.

7. **Administrative/Procedural Matters:**

(a) Discuss Possible Uses of School Property at Alpine and Holiday Roads:

Barb noted that this discussion is a result of the WRAP Committee's discussions in looking at the town's assets. The WRAP Committee is requesting that the School Committee discuss the properties located at Alpine and Holiday Roads in terms of future use and report back to them. Ellen would like to receive more information about the properties.

(b) Continued Discussion of Proposed Topics and Titles for School Communication Plan for the 2015-2016 School Year:

This agenda topic was passed over.

(c) Discussion of Meeting Schedule, Agenda and Future Agenda Items:

This agenda topic was passed over.

8. **School Committee's Report and Concerns:**

(a) Discuss and Potentially Vote to Approve Proposal Related to Time Management, Conduct of Meetings and Delegation of Matters:

This agenda topic was passed over.

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

Barb distributed to the Committee a document noting the Status of Outstanding Open Meeting Law Complaints.

Jeanne noted her preference in regard to public comments made about the allegations toward her husband Ben and her, such as the one made by George Harris earlier in the meeting. She would prefer that the public first contact her about any aspect of this matter.

10. **Consent Agenda:**

(a) Approval of Accounts Payables & Payroll Warrants:

- School Department Accounts Payables Warrant, dated November 30, 2015, in the amount of \$546,592.87
- School Department Accounts Payables Student Activities Account Warrant, dated November 30, 2015 in the amount of \$2,129.65
- School Department Payroll Warrant, dated November 25, 2015, in the amount of \$1,360,032.01

(b) Approval of WHS Trip:

- Model UN Club Overnight Trip to a Model UN Conference

(c) Acceptance of Gifts:

- Donation to WHS Robotics Club from BOSE Corporation
- Donation to WHS Robotics Club from Middlesex Savings Bank

(d) Approval of Minutes:

- Special Session of October 22, 2015
- Special Session of October 26, 2015

Upon a motion duly made by Barb Fletcher, seconded by Jeanne Downs, the School Committee voted (4-0-1) (Ellen abstained) to approve the Consent Agenda with the Special Session of October 22, 2015 and Special Session of October 26, 2015, both as amended.

11. **Comments from the Public:**

Tom Sciacca suggested to the School Committee that they refer to old minutes regarding Alpine and Holiday Roads in terms of the history of these school properties. Tom is excited about the Remote Learning Days proposal and is confident that if there are technical issues, they can be worked out. He offered his assistance in this regard. In terms

MINUTES – WAYLAND SCHOOL COMMITTEE
Regular Meeting – November 30, 2015

of the proposed FY17 budget, he feels that “the store” was given away during negotiations three years ago; however, those on Social Security will not be seeing an increase next year because there is no inflation. Lastly, Tom commented that the towns in which his grandchildren live have higher fees than Wayland for many things, including Full Day Kindergarten.

12. **Executive Session:**

Upon a motion duly made by Ellen Grieco, seconded by Barb Fletcher, the School Committee voted (5-0) to enter Executive Session at 10:04 p.m. for the purposes of discussing negotiations strategy with respect to healthcare with WTA, WESA, Custodial and Food Service Workers, 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, to discuss the investigation of criminal charges, as permitted by M.G.L. c.30A, §21(a)(3), to discuss strategy with respect to threatened litigation under Title IX anti-retaliation provisions and M.G.L. c. 30A, §185, by the former Athletic Director against the Wayland Public Schools and the School Committee, pursuant to M.G.L. c. 30A, §21(a)(3), as such discussion in open meeting may have a detrimental effect on the litigation position of the School Committee and an Executive Session is necessary to protect the litigation position of the School Committee, and to approve minutes from prior executive sessions, as permitted by M.G.L. c.30A, §22, for the following meetings: November 2, 2015 - #1 and #2 and November 16, 2015. A roll call vote was taken as follows:

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

The School Committee will be joined by Paul Stein, Superintendent of Schools, Brad Crozier, Assistant Superintendent of Schools, and Diane Marobella, recording secretary.

The School Committee will reconvene in open session for adjournment purposes only.

13. **Adjournment:**

Upon a motion duly made by Barb Fletcher, seconded by Ellen Grieco, the School Committee voted unanimously (5-0) to adjourn the Regular Session at 11:23 p.m.

Respectfully submitted,

Paul Stein, Clerk
Wayland School Committee

Observers:

Tom Sciacca, WVN & BUZZ
George Harris, Wayland
Margo Melnicove, Wayland
Alice Boelter, Wayland

Corresponding Documentation:

1. Agenda & Backup Information
2. WayCAM Gift to the High School Theater
3. “Building the Budget” Presentation
4. End of Unit Survey for a High School French Class
5. FY17 Budget Considerations for WSCP Programs
6. Comparison of Preschools’ Application Fees
7. “Remote Learning Days” Proposal
8. Recommended Prioritization for FY17 Capital Requests
9. DESE Registration Forms for Child Care Programs

MINUTES – WAYLAND SCHOOL COMMITTEE
Regular Meeting – November 30, 2015

10. School Committee 3-year Actuals, including the FY16 Budget and Projected FY17 Budget
11. FY15 to FY16 Legal Expenses
12. FY16 Q1 Financial Report
13. Staff Deployment and Class Size Report 2015-2016
14. Draft Policies – DGA (Authorized Signatures) and JKAA (Physical Restraint)
15. Status of Open Meeting Law Complaints
16. WHS Trip Request for Model UN Club
17. Request to Approve WHS Robotics Donation
18. Special Session Minutes of October 22, 2015
19. Regular Session Minutes of October 26, 2015