

**Sudbury Public Schools  
Sudbury, Massachusetts  
School Committee Regular Meeting  
Wednesday, November 19, 2008**

**Present:** Susan Iuliano, Chairperson; Jane Santinelli, Vice Chairperson (7:55 p.m.);  
Rich Robison, Jeff Beeler, Michele MacDonald

**Also Present:** Dr. John Brackett, Superintendent; Robert Milley, Assistant Superintendent; Mary Will, Director of Business and Finance; Mary Mahoney, SEA

**1. Open Session**

Susan Iuliano called the meeting to order at 7:35 p.m. at the Haynes Elementary School.

**2 Haynes Organization of Parents (HOP) Welcome Lisa Gutch and Sophia Kambanis**

HOP Co-chair Sophia Kambanis outlined the primary initiatives for this year: fundraising, curriculum enhancement, and enhanced communication. HOP is planning fewer, but more meaningful fundraisers. Its annual auction, held on November 1, exceeded the revenue goal. Funds are being applied to fewer, but higher quality curriculum-related programs. In an effort to communicate with the parent community more effectively, the website has been improved. Additionally, notice boards display current events at both car pick-up and drop-off. HOP funds have also gone toward completing Grades 3-5 with ActivBoards. Lisa Gutch provided details about changes to the website, noting that the demographic for Haynes has shifted to encompass more working parents. This necessitated improved outreach to net greater participation. The website includes single pages devoted to specific HOP-funded programs, for example, science enrichment and a craft center. Principal and parent coffees have also been scheduled to accommodate working parents.

**3. The State of the Haynes School with Principal Kimberly Swain**

Principal Kimberly Swain thanked HOP for its support of Haynes. She discussed three primary goals for this year: enhancing communication and sense of community, improving student learning outcomes, and creating a safe school environment. Ms. Swain noted that she is making herself visible and available to the entire community. Community-building also derives from learning-based celebrations (writing, math game day, etc.). A communications model emphasizing appropriate use of face-to-face, phone, and e-mail contact is being utilized.

Learning outcomes are overseen by curriculum leadership teams. HOP funds support teams focused on early childhood education, math, technology, and literacy. In the absence of kindergarten assistants, Haynes is making use of student teachers, interns, and community volunteers. The MAST program for METCO students continues; high school METCO students are also serving as mentors. The ELL program involves co-teaching and has undergone enhancements. MCAS analysis dictates continued work on open-response questions.

Emily Dolan, lead teacher, undertook an item analysis for each student scoring in the Warning or Needs Improvement categories on MCAS. In keeping with a movement toward a Response to Intervention model, Haynes is incorporating more frequent assessments.

Creating a safe environment arises in part by student participation. Grade 5 students serve on various committees such as the student council, core values committee, and food pantry. Fourth grade students head up paper, plastic, and aluminum can recycling, as well as playground safety. Haynes has developed a tiered behavioral intervention model. Emily Dolan described it as a problem solving, rather than punitive, approach.

Assistant Superintendent Bob Milley asked if anything unanticipated had arisen. Principal Swain indicated that the depth of the challenge in the absence of kindergarten assistants was not anticipated in terms of determining the best way to deploy staff to handle literacy needs at the early grade levels.

**5. FY10 Budget**

Superintendent Brackett highlighted the updates of the three budget scenarios presented at the November 12 meeting: a non-override budget, the FinCom recommended budget, and an SPS “needs” budget. The information will be available on the District website. Dr. Brackett noted that the timeline for adopting a budget is imperfect, given the unknowns for the current fiscal year. Changes to state aid dictate a less optimistic budget view. There was some discussion of requesting that the Board of Selectmen of Sudbury and Lincoln consider changing the timing of Town Meeting to make the budget considerations timeline more realistic. Susan Iuliano is currently reviewing the bylaws for possibly providing a budget timeline that keeps Town Meeting in April.

Rich Robison reported that state agencies are preparing 8% reduction budgets in addition to level budgets and those characterized as aspiration budgets. He also expressed some concern that the District continues to acknowledge its commitment to retaining the social worker position currently funded by a SERF grant.

Jeff Beeler reiterated his concerns about restoring the 0.5 Wellness CIT as it relates to Anti-bullying Programs. Mary Mahoney noted that larger class sizes at the middle school make it more difficult to detect and intervene in instances of bullying.

Dr. Brackett continues to query staff on budget impacts, but reiterated that effects of class size on performance cannot be quantified with information from a single year.

In preparation for the December 3 public hearing on the budget, the Committee recommended Dr. Brackett prepare a back-up slide of the rationale for recommended restorations.

The Committee agreed that the public hearing portion of the December 3 meeting be televised on the local cable access channel.

#### **4. FY09 Budget**

Mary Will provided an overview of the FY09 budget, indicating that at present, there are reserve funds in some categories to cover unexpected expenses or to be used if state aid is cut.

**VOTED:** On a motion by Jane Santinelli, seconded by Michele MacDonald, to approve the FY09 working budget as outlined and including the following transfers: (a) \$110,000 from the Regular Education salaries to the Health and Transportation salaries and (b) \$155,000 from Building Maintenance utilities to Building Maintenance expenses (\$50,000), District Administrative Services expenses (\$75,000), and Central Administration salaries (\$30,000). The vote was 5-0 in favor.

#### **6. Goals for Redistricting**

The Committee discussed the factors that impact timing of implementing a redistricting plan. Equity factors specific to class size, specialists, and space were cited. Jeff Beeler noted that targeting redistricting to FY11 should not interfere with mitigating inequities noted on November 12 for the Loring School. Concerns about the impact of possible staff cuts in the FY10 budget were also noted.

**VOTED:** On a motion by Rich Robison, seconded by Michele MacDonald to proceed with developing a redistricting plan to be made available by November 2009, with a September 2010 implementation goal. The vote was 5-0 in favor.

#### **7. FY10 Calendar**

The consensus of the Committee is to start the 2009-2010 school year sometime during the first week of September, with the hope of coordinating the K-8 calendar with the L-S calendar.

#### **8. 403b Third Party Administrator & 403b Plan Document**

**VOTED:** On a motion by Jane Santinelli, seconded by Jeff Beeler, to authorize the Administration to enter into a contract with Mid America Administrative and Retirement Solutions, Inc. for third party administrative services for the SPS District's 403b program and to authorize Susan Iuliano as Chair of the School Committee to sign the contract with Mid America. The vote was 5-0 in favor.

**VOTED:** On a motion by Susan Iuliano, seconded by Michele MacDonald to approve the Plan Document created with the assistance of Mid America Administrative and Retirement Solutions, Inc. for the SPS District's 403b program, and to authorize Susan Iuliano as Chair of the School Committee to sign the Plan Document. The vote was 5-0 in favor.

#### **9. School Committee Report**

None.

#### **11. Superintendent's Report**

##### **a) Bill Schedule**

A bill schedule was presented.

##### **b) Personnel Actions**

None presented.

**10. Open Forum**

Lisa Gutch, Silver Hill Road, sought some clarification of the budget scenarios. She asked about the possibility of SPS asking for an override independent of the other cost centers. The Committee recommended communicating interest in such a proposal to the Selectmen.

**12. Minutes**

None presented.

**13. Communications**

None presented.

**14. Members' Forum**

The Committee agreed by consensus to move its December 17 meeting to December 10 in order to meet the December 12 FinCom submission date.

Susan Iuliano will circulate by email possible December dates for an executive session.

Mary Mahoney announced that the 25-year milestone celebration will be held at Sky restaurant on December 4.

**12. Executive Session**

None.

**13. Adjourn**

On a motion by Susan Iuliano, seconded by Michele MacDonald, to adjourn the Regular Session. The time was 11:30 p.m. The vote was 5-0.

Yes Susan Iuliano  
Yes Jane Santinelli  
Yes Rich Robison  
Yes Jeff Beeler  
Yes Michele MacDonald

Submitted by Sheila Cusolito, Recording Secretary