

**Sudbury Public Schools
Sudbury, Massachusetts
School Committee Regular Meeting
Wednesday August 22, 2012
Fairbank Senior Center**

Present: Dr. Rich Robison, Lisa Gutch, Ellen Winer Joachim, Lucie St. George

Also Present: Dr. Anne Wilson, Superintendent; Dr. Todd Curtis, Assistant Superintendent; Mary Will, Director of Business and Finance; Dr. Robert Mealey, SEA

Open Session

Rich Robison called the Open Session to order at 7:33 p.m. The meeting was taped for public access broadcast.

1. Curtis Middle School Schedule Update

Superintendent Wilson introduced the Curtis administrative team and thanked them for undertaking the scheduling challenges in a collaborative and thoughtful way. Curtis Principal Stephen Lambert provided an outline of the new schedule, which moved from a six-day to a five-day cycle. Previously, the daily schedule required some split blocks. The new schedule provides more consistent daily blocks and longer in-class time. It also increases scheduling flexibility, for instance, for students requiring extra help, teachers who work in multiple schools, and parent meetings.

Principal Lambert also provided an overview of the Unified Arts offerings by grade and explained how those classes are scheduled through the week and through the trimester. World Language, part of the Unified Arts, required an increase in one FTE for Spanish. This represented the only change in staffing directly related to the scheduling change. Mr. Lambert noted that all Grade 6 teams are now comprised of four teachers, with each of the four possessing expertise in one of the four core curriculum areas. Grade-level administrators will monitor the new system and provide feedback as necessary.

Mr. Lambert ended by presenting the Committee with the “One Book, One School” six-book non-fiction series, *Captured History*.

2. Introduction: Shared Facilities Manager James Kelly

Superintendent Wilson introduced newly hired shared Facilities Manager James Kelly, noting that he has already met with her and all building administrators, as well as SPS Maintenance Director Joe Kupczewski. Mr. Kelly will be responsible for maintenance and repair of buildings, as well as developing and implementing a preventive maintenance schedule and work order request system. He will also supervise contractors, as well as the purchase of equipment and materials. Capital planning, developing a five-year plan, coordinating with Town boards, and pursuing grant opportunities all fall within the scope of the Facilities Manager’s duties. The District remains responsible for custodial services.

Mr. Kelly noted that he’s initiated discussions with administrators and will continue to query for long-term capital planning projects. He also referenced the Special Town Meeting on September 24, at which the funding for repair of the Nixon roof will be requested, as part of the requirement for acceptance into the MSBA Accelerated Repair Program. Mr. Kelly believes it is worthwhile to include a Warrant article for funding the repair of the Fairbank roof, but would like the Committee’s support. The Committee agreed by consensus to the inclusion of an article to address the Fairbank roof, which was installed and replaced on a

schedule comparable to that of Nixon, and was also identified as in need of work in a survey of Town buildings conducted two years ago.

3. MSBA/Nixon Roof Update

Special Town Meeting Article

Lisa Gutch presented an update on the status of the Nixon roof repair project. Mike Melnick, Co-Chair of the Permanent Building Committee (PBC), was in attendance and provided additional detail. In June, the MSBA accepted the project into its Accelerated Repair Program, which provides up to 37% of total project costs. The proposed work involves both repair and replacement, at an expected cost of \$750,000. The conditions of the MSBA program require use of an assigned architectural designer and owner's project manager. Mr. Melnick is negotiating the details of these contracts, along with PBC Co-Chair Elaine Jones.

Lisa Gutch reported that she is working with Jim Kelly on the Special Town Meeting presentation and that Elaine Jones has been developing the language for the Warrant articles. Following the Special Town Meeting on September 24, there will be a Special Election in December, provided the project funding is approved at the Special Town Meeting. The MSBA is expected to give final approval for the project at its November meeting.

VOTED: On a motion by Lisa Gutch, seconded by Ellen Joachim, to approve the language of the Nixon roof replacement and repair Special Town Meeting Warrant article as follows:

ARTICLE ROOF REPLACEMENT AND REPAIR – NIXON ELEMENTARY SCHOOL

To see if the Town will vote to appropriate, borrow or transfer from available funds, an amount of money to be expended under the direction of the Permanent Building Committee/School Building Committee for the purpose of partial roof repair/replacement at the General John Nixon Elementary School, 472 Concord Road,, and all expenses connected therewith, which proposed repair project would materially extend the useful life of the school and preserve an asset that otherwise is capable of supporting the required educational program and for which the Town has applied for a school construction grant from the Massachusetts School Building Authority ("MSBA"). The Town acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and if the MSBA's Board of Directors votes to invite the Town to collaborate with the MSBA on this proposed repair project, any project costs the Town incurs in excess of any grant that may be approved by and received from the MSBA shall be the sole responsibility of the Town.

Submitted by the School Committee, Sudbury Public Schools. (Two-thirds vote required)

The vote was 4–0 in favor.

VOTED: On a motion by Lisa Gutch, seconded by Ellen Joachim, to designate the Permanent Building Committee as the School Building Committee and authorize it to act in all matters relating to the Nixon School project including, but not limited to, preparation of budgets and entering into design and owner's project manager contracts. The vote was 4–0 in favor.

VOTED: On a motion by Ellen Joachim, seconded by Lucie St. George, to designate Lisa Gutch and Anne Wilson as liaisons to the School Building Committee for the Nixon Roof Repair Project. The vote was 4–0 in favor.

4. Enrollment Update

Superintendent Wilson stated that the last enrollment projection study was conducted eight years ago and praised Mary Will for tracking enrollment. At this time, the District is eight students over the projection. Dr. Wilson stated that Kindergarten is more full than expected, except at Noyes. She reported that assistant time in the half-day programs will be increased. In

Grades 1–5, there is one grade level in three of the schools that is over guideline by one student. In the fourth school, one grade level is over guideline by two students. Rich Robison emphasized that class size guidelines are self-imposed and that trends in class size are the focus for the District.

5. School Committee Report

Sewer Commission

Rich Robison noted that last year, he was appointed to the Sewer Commission, a steering committee arising from the Town's efforts to install a sewer line along the Route 20 business district. Ellen Joachim served on an advisory committee. The Town identified the Curtis playing field as the most viable site for the leeching field; it previously sought—and was granted—permission from the School Committee to test the site. Dr. Robison and Ms. Joachim both reported difficulty in attending meetings. Ms. Joachim also noted that responsibilities of the two committees were not clearly delineated. Town Manager Maureen Valente recently circulated a survey to solicit suggestions for moving forward. Lisa Gutch reported that she recalls from previous School Committee Meetings that the Committee only agreed to allow for testing the Curtis site and that it would vote on final approval following additional research. The Committee agreed that it should continue to be represented on the sewer committees.

6. Open Forum

Mary Michael Merhige, Pheasant Ave, expressed her appreciation to the School Committee for its efforts and stated that she does feel supported upon reflection. She also stated that it was nice to see the Committee in action tonight.

7. Superintendent's Report

Teaching and Learning

Dr. Wilson reported that new Assistant Superintendent, Todd Curtis, along with newly hired Curriculum Coordinators Maggie McGinty (Mathematics) and Jennifer Soalt (ELA) have hit the ground running with regard to preparations for Professional Development and the Implementation of the Common Core. One Elementary Mathematics Coach, Stephanie Rousseau, has been hired and efforts to hire a second coach continue. During the summer, Ms. McGinty and Ms. Soalt prepared Common Core guidance documents for teachers and met with teams of teachers to plan units of study aligned with the Common Core.

Dr. Wilson stated the Administration's desire for teachers to feel prepared and to be involved in the Common Core phase-in. She emphasized that although everyone will teach to the same standards, there is no expectation that teachers "instruct" in the same manner. Dr. Wilson also emphasized that although we are a Race to the Top district, we are not "in a race" or "racing" simply to meet a requirement in implementing the Common Core. The District's mission remains to "improve on excellence" and to implement the Common Core in a thoughtful, collaborative manner.

Superintendent Wilson noted that the most significant curriculum changes are in Algebra I; parent forums are planned for the school year to prepare for these changes, with a goal of preparing students to take as much math as possible during their preK–12 education.

Student Services

In an effort to provide improved services, Special Education Administrator Debbie Dixon is leading a reorganization effort to create a Student Services Department, which will include special education, guidance, and school psychology services. A major undertaking this year will be the reorganization of our 504 processes.

New Teachers

Twenty-eight new teachers have been hired for the upcoming school year. Sixteen teachers will receive Professional Teacher Status at the start of the year. Noyes teacher Florence Aldrich-Bennett is beginning her 49th year with the District.

Administrative Professional Development

The administrative team began its professional development this week. John D'Auria from Teachers21 led a training on effective implementation of the new Educator Evaluation System. Administrators were also trained on TeachPoint, the software that will be used with the new Educator Evaluation System.

Dr. Wilson acknowledged the collaborative efforts of the Joint Labor Management Committee in developing the evaluation system. Bob Mealey commented that a big part will be rolling in the student achievement component.

(a) Bill Schedule

A Bill Schedule was presented.

8. Minutes

Tabled.

9. Members' Forum

Sheila Cusolito asked if the TeachPoint software is provided by the State. Dr. Wilson responded that it is a commercially available product that the District identified for its purposes of data collection and sharing, as well as access.

Lucie St. George thanked the Superintendent for including the Committee in the welcoming luncheons with new teachers and SALT. She commented on how engaged and excited everyone was for the start of the school year.

Lisa Gutch also commented on the positive attitudes of the teachers and staff.

Todd Curtis commented on how inspiring it was to attend the new teacher orientation and see how ready to go the teachers are. He also called it a "treat" to be able to listen to the staff presentations. Dr. Curtis shared his view that it is better to say "whoa" than "giddiup", citing in particular the efforts of the two new Curriculum Coordinators, who are engaging teachers to put together plans.

Bob Mealey reported that the SEA will meet next Wednesday to discuss ratification of the new staff collective bargaining agreement and will move to the ESPA unit.

11. Executive Session

VOTED: On a motion by Rich Robison, seconded by Lisa Gutch, to adjourn to Executive Session for the purpose of discussing strategy with respect to collective bargaining with Union personnel and negotiations with non-Union personnel, as discussion in Open Meeting may have a detrimental effect on the bargaining position of the School Committee, not to return to Open Session. The vote was 4–0 in favor. The time was 9:27 p.m.

Yes Rich Robison
Yes Lisa Gutch
Yes Ellen Winer Joachim
Yes Lucie St. George

Submitted by Sheila Cusolito, Recording Secretary