

Sudbury Public Schools

SCHOOL COMMITTEE MEETING

Regular Session Meeting
Wednesday, March 26, 2014
7:30 PM

Location - Senior Center
40 Fairbank Road
Sudbury, MA 01776

Open Session

Chair Rich Robison called the Open Session to order at 7:31 PM. The meeting was taped for public access broadcast.

Agenda – Revised

1. Recognitions
2. Open Forum
3. School Safety Preparedness
4. Energy Services Company (ESCO) Update
5. FY15 Budget Update
6. Anti-Bullying Policy (Second Reading)
7. Superintendent Evaluation Process
8. FY15 School Committee Meeting Schedule
9. School Committee Report - Liaison/Subcommittee Reports
10. Open Forum
11. Superintendent's Report
 - a. Report Schedule
 - b. Bill Schedule
 - c. Personnel Actions
12. Communications
13. Minutes
14. Members Forum
15. Executive Session – TBD
16. Adjourn

Members Present: Dr. Richard J. Robison - Chair, Ms. Ellen Winer Joachim - Vice Chair, Mr. Bob Armour, Mr. Scott Nassa

Members Absent: Ms. Lucie St. George

Also Present: Dr. Anne Wilson - Superintendent of Schools
Todd Curtis - Assistant Superintendent
Martine Cummings - Sudbury Education Association (SEA) representative
Mary Will - Director of Business and Finance

1. Recognitions

Superintendent Wilson gave kudos to the Curtis Middle School cast and crew of *The Little Mermaid*. Over 100 Curtis Middle School students participated in the production. The production was made possible by the great efforts of the students, parents, staff, and high school student volunteers. The musical exemplified the wonderful extra-curricular activities made possible by the hard work of staff, parents, and students.

Congratulations to Curtis Middle School's Science Olympiad team. The team came in 2nd overall in the Science Olympiad State competition. Thank you to teacher and Science Olympiad coach Brent McDonald, parents, and student coaches from Lincoln-Sudbury High School.

2. Open Forum

No members of the community addressed the School Committee during this time.

3. School Safety Preparedness (Chief Scott Nix, Sudbury Police Department)

Chief Nix reported on NaviGate Prepared. NaviGate Prepared is a cloud-based emergency response system. A school's floor plans, maps, emergency procedures, AED locations, interior photographs, and other pertinent emergency information can be stored in the cloud. First responders are able to access the information before they arrive to an emergency situation. Safety and school personnel have access to the virtual binder of information at all times through the cloud-based system. Sudbury Public Schools decides who has access to the NaviGate Prepared information. This system is easily updated. When new information is obtained about a building, the information is placed in the cloud and all persons have access to the most recent information.

Sudbury is a possible beta site for NaviGate Prepared. Through work with Michele Gay, one of the founders of Safe and Sound: A Sandy Hook Initiative, Sudbury has the opportunity to implement NaviGate Prepared at no cost. In return the company is asking Chief Nix to give his opinion of the system. NaviGate Prepared does have the capability to offer live video feeds. The live video feed option will not be included in the NaviGate Prepared installation for SPS.

Discussion

Bob Armour asked about implementation of the program and testing the system. Chief Nix indicated that Sudbury would have the premium service that includes NaviGate Prepared specialists. The specialists would come in and work with Town personnel in order to gather information that will be placed in the cloud. Testing of the system can be incorporated into the biannual safety drills and fire drills that occur four times a year.

Scott Nassa and Ellen Winer Joachim asked about hidden costs and what the company wants in return. Chief Nix responded that NaviGate Prepared wants our input on the system. Bob Armour also asked about who would handle updating and upkeep of the system. Chief Nix said upkeep will be done by Sudbury and the company.

Ellen Winer Joachim asked if the program is being used in other schools. Chief Nix noted that schools in some other states are using this system currently.

Rich Robison asked about future obligations to NaviGate Prepared. Chief Nix said there is no obligation to continue.

Scott Nassa recommends going forward with the program.

Chief Nix noted other aspects of the company and system: Homeland Security Certification and safety personnel (rather than only the company) can update the program. Information can be loaded to computers and devices. In the case of the internet being down, the emergency information can still be accessed through the loaded documents. He also noted and thanked the work of Superintendent Wilson in reviewing NaviGate Prepared.

The Committee was asked for a vote to move forward with implementation of NaviGate Prepared.

MOTION and VOTE: Bob Armour made a motion to approve moving forward with NaviGate Prepared and to have an update report on the system in six months. Scott Nassa seconded the motion. The vote was 4–0 in favor.

4. Energy Services Company (ESCO) Update

Jim Kelly – Director of Facilities, Town of Sudbury; Steve Weisman – Consultant and Vice President of the Peregrine Energy Group; Joe Kupczewski - Maintenance Director, Sudbury Public Schools; Bill Braun – Chairman of the Energy and Sustainability Committee

An overview was given of the previously presented proposed energy savings project that includes infrastructure and efficiency upgrades within school and town buildings. Ameresco, Inc. was selected as the energy services company. After evaluating our buildings Ameresco presented projects that improve efficiency, reduce energy consumption, and increase savings. The school projects focus on energy management systems, improved systems for controlling ventilation, and lighting upgrades. The project budget is estimated at 1.1 million dollars with approximately \$946,371 towards school projects. The cost savings from the projects funds the upgrades.

Discussion

The School Committee asked questions answered by Jim Kelly, Steve Weisman, Joe Kupczewski, and Bill Braun.

Why use an ESCO versus the traditional way of funding projects? Energy savings fund the proposed project, and the project does not increase the tax rate. The traditional way of funding projects makes the project susceptible to losing funding through the budget.

What projects are priorities? The Curtis and Haynes projects are priorities. Through the great work of Joe Kupczewski and the maintenance staff, the systems are continuing to work. The upgrade of the systems will provide energy savings and also save staff time. There are additional infrastructure needs. The additional projects are not included in the \$1.1 million dollar estimate.

Are we looking to move towards LED lights and away from fluorescent lights for our schools? Have we taken advantage of Mass Save incentives? In some of the parking lots we have switched to LED lights. At this time LED lights are not a cost effective alternative to the upgraded, fluorescent lightbulbs. The cost to install LEDs includes bulbs, parts, new fixtures, and labor. Sudbury Public Schools has used Mass Save incentives.

Who is the loan holder? There would be a municipal lease through a bank with a low interest rate.

How do we pay for future software updates? Software updates are not included in the installation fees. The new system software will have easy to access upgrades or low cost upgrades. Software upgrades fall under maintenance cost.

What happens if energy rates go down? Based on data from past years prices have not dropped. Costs increase through the years. The variable of concern with energy cost is weather. The benefit of this process is that we gain infrastructure without having to increase the tax rate.

What happens if Ameresco goes out of business? It is extremely unlikely Ameresco will go out of business. The company is big. There is a one-year warranty on the upgrades.

The Committee was asked for a vote to support the Warrant Article for ESCO Project.

MOTION and VOTE: Bob Armour made a motion to support the ESCO Project. Ellen Winer Joachim seconded the motion. The vote was 4–0 in favor.

5. FY15 Budget Update

Ellen Winer Joachim – There is money from recalculations of benefits. The previous understanding was that the money would go to the schools. The School Committee planned on using the funds to hire instructional staff. The Finance Committee voted not to have the money go to the schools. The vote contradicted a previous understanding of what happens with the money. Rich Robison noted that the original agreement was made 2009/2010 and has been maintained since in good faith.

The committee members discussed what the plan for the money was. At this time plans to hire more staff are on hold. Moving forward the members would like to have an in-depth discussion on what to do with future funds if they become available. Saving money and funding additional resources for our schools are both important.

Open Forum

No members of the community addressed the School Committee during this time.

6. Anti-Bullying Policy (Second Reading)

Ellen Winer Joachim - The revisions of the Anti-Bullying Policy were made in order to be in line with current Massachusetts laws on bullying. The language of the policy was changed to include staff members (including educators, administrators, school nurses, cafeteria workers, custodians, bus drivers, athletic coaches, advisors to an extracurricular activity, or paraprofessionals) in the definition of bullying and in the section of the policy on prohibited behavior.

MOTION and VOTE: Bob Armour made a motion to change the Anti-Bullying Policy. Scott Nassa seconded the motion. The vote was 4-0 in favor.

7. Superintendent Evaluation Process

Bob Armour reported on the evaluation process. The School Committee is at the summative evaluation stage. The major aspects of evaluation are self-assessment; analysis, goals, and plan development; implementation of the plan; mid-cycle report; and summative evaluation. There is a Massachusetts department of Education Superintendent Rubric. The detailed Superintendent Rubric is on the Massachusetts DOE website. Superintendent Wilson's end of cycle report refers directly to the defined indicators of the Superintendent Rubric. Each committee member will submit an individual evaluation that Bob Armour and Rich Robison will utilize to make a final summative evaluation. Discussion of the summative evaluation report will occur. The rating system used in the rubric is unsatisfactory, needs improvement, proficient, and exemplary. If ratings are below proficient, then written evidence is necessary.

The time-line, target dates for the summative evaluation are as follows: Superintendent's end of cycle report – March 28, review of rubric at School Committee Meeting - April 9, individual evaluations – April 16, meet with Superintendent – April 28, open discussion at School Committee Meeting – April 30.

8. FY15 School Committee Meeting Schedule

The revisions on the School Committee Meeting Schedule were presented.

MOTION and VOTE: Scott Nassa made a motion to approve the FY15 School Committee Meeting Schedule. Ellen Winer Joachim seconded the motion. The vote was 4-0 in favor.

9. School Committee Report - Liaison/Subcommittee Reports

Rich Robison – Sewer Committee was not able to meet because there was not a quorum.

10. Open Forum

Mary Mahoney, Grindstone Lane

Ms. Mahoney stated that she is a teacher. She commented on the Finance Committee's decision on money to the schools. She noted that there was an agreement that any savings in benefits would go back to the schools. Teachers took less money the first year of the agreement. Ms. Mahoney would like to have teacher input on what is done with the money. The greatest need may not be additional teachers. She notes that more attention to current teachers needs should be met, and money should go towards current teachers. The schools are losing high-quality teachers because of lack of funding.

11. Superintendent's Report

Dr. Wilson will participate in a Panel Presentation at the State House on March 27 as part of the EDCO Legislative Forum. The focus of the presentation is the impact of laws and regulations on the classroom teacher.

Nixon Principal interviews began. The interview team includes SPS representation (Bobbi Benson, Joanne Bleiler, Gail Doster, Annette Doyle, Rebecca Goldthwaite, Ellen Joachim, Linda Karpeichik, Renee Kramer, Jo-Ann Schuster) and parent representation (Lauren Hochberg, Carrie Lucchese, Doreen Neale, and Peng Zhou).

The Assistant Superintendent interviews will begin on April 7.

12. Communications

The Center for School Leadership parent survey will be emailed out in April. The survey will be open for approximately three weeks.

13. Minutes

The Committee reviewed minutes from the Special Session Meeting on March 17, 2014.

MOTION and VOTE: Scott Nassa made a motion to approve the Special Session Meeting minutes. Ellen Winer Joachim seconded the motion. The vote was 4–0 in favor.

14. Members Forum

Bob Armour – Lincoln-Sudbury High School is reviewing their superintendent evaluation process. They are accumulating data and moving towards on-line management of the superintendent goals binder. Mr. Armour had by chance an opportunity to talk to the Associate Director of METCO. The Associate Director gave his perspective on challenges.

Scott Nassa thanked Ms. Mary Mahoney for speaking during Open Forum and appreciated the insight she gave into the needs of teachers. Scott Nassa spoke of an email communication. The email is confidential and cannot be read or discussed.

Dr. Robert Mealey – SEA President, Wellesley Road, Framingham
SEA sends emails to its members. The emails are confidential.

15. Executive Session – None

16. Adjourn

MOTION and VOTE: Bob Armour made a motion to adjourn the session. Scott Nassa seconded the motion. The vote was 4–0 in favor. The time was 9:50.

Yes Rich Robison

Yes Ellen Winer Joachim

Yes Bob Armour

Yes Scott Nassa

Meeting Documents

Revised Agenda

NaviGate Prepared

Proposed Energy Services

Anti-Bullying Policy Draft

Superintendent Evaluation Information and Rubric

School Committee Meeting Schedule FY15 Draft
Personnel Actions through March 5, 2014
Sudbury School Committee March 17, 2014 Special Meeting Minutes

Recorded by Emily Cullen