

## **Sudbury Public Schools**

### **SCHOOL COMMITTEE MEETING**

Regular Session Meeting  
Wednesday August 20, 2014  
7:30 PM

Location - Senior Center  
40 Fairbank Road  
Sudbury, MA 01776

#### **Open Session**

Chair Ellen Winer Joachim called the Open Session to order at 7:31 PM. SudburyTV taped the meeting and streamed the meeting live.

Members Present: Ms. Ellen Winer Joachim - Chair, Mr. Bob Armour – Vice Chair, Mr. Scott Nassa, Ms. Christine Hogan

Also Present: Dr. Anne Wilson - Superintendent of Schools  
Kim Swain - Assistant Superintendent of Schools  
Dr. Robert Mealey - Sudbury Education Association (SEA) President

#### **Agenda**

1. Recognitions
2. OPEN FORUM
3. FY15 School Committee Calendar Review and Meeting Planning
4. Fingerprinting Policy
5. Enrollment Update
6. Minuteman Discussion
7. Approval of EDCO Collaborative Articles of Agreement and Establishment of Capital Reserve Fund
8. Appointment of School Committee Representative on ACCEPT Board of Directors
9. Appointment of School Committee Representative on CASE Board of Directors
10. Appointment of School Committee Representative on EDCO Board of Directors
11. School Committee Report
  - A. Liaison/Subcommittee Reports
12. OPEN FORUM
13. SUPERINTENDENT'S REPORT
  - A. Report
  - B. Bill Schedule
  - C. Personnel Actions
14. Communications
15. Minutes – Regular Session Minutes
16. Member's Forum
17. Executive Session – TBD
18. Adjourn

#### **1. Recognitions**

Dr. Wilson recognized all involved with preparing the buildings for the new school year. Thank you to the Joe Kupczewski and the facilities and maintenance department for all the work put in to prepare our schools for opening day. Thank you to Heather Hennessey, Michele Horan, and Karen Walsh of the Central Office for making our new families and hires feel welcome while processing registrations and forms for the new school year. Thank you to Kim Swain, Debbie Dixon, Linda Karpeichik, Kathy Doyle-Arena, and Maggie McGinty for the planning and leading the new teacher training. Thank you to Michael O'Brien and the tech team for preparing all of the Chromebooks for our one-to-one program.

Thank you to Kathy Doyle-Arena, Mary Will, and Laurajane Taylor for the work they have done with the new hires. Thank you to Kim Swain and Angela Spirito and many other educators for the work they did for the new staff members' orientation.

## **2. OPEN FORUM**

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

## **3. FY15 School Committee Calendar Review and Meeting Planning**

The School Committee discussed the calendar. Loring School will be the first State of the School presentation in October instead of Haynes. Haynes School will present their State of the School in January. Haynes School has a new principal and the decision was made to swap the dates for the presentations. The Committee requested updates on the one-to-one program, BOKS program, enrollment numbers, math program, ELA, and school safety. The members discussed ways to have more opportunities for the public to participate in discussion through forums. Len Simon of the Board of Selectmen talked about the Board's forum. There was discussion on changing the December 17 meeting date to earlier in the week of December 15. A vote will be made at the next meeting on the change of date to allow members to check school and town calendars for any meeting conflicts.

## **4. Fingerprinting Policy**

The Committee reviewed the revisions in section 3.4.2 and 3.4.7 of the Fingerprinting Policy.

**MOTION AND VOTE:** Scott Nassa made a motion to accept the policy as presented with the revisions. Christine Hogan seconded the motion. The vote was 4-0 in favor.

## **5. Enrollment Update**

Superintendent Wilson presented on enrollment numbers as of August 19, 2014. She noted the projections for this year and how the numbers compare to actual enrollment. Dr. Wilson also presented projected enrollment data through 2023. The projections show an overall decrease in enrollment. Class size is based on how many students are in the classroom on a full time basis. A first grade class will be added at Nixon due to a recent increase in enrollment. A teacher will be hired, and the hiring of a new teacher is within the budget.

The Committee noted that it will need to discuss future kindergarten options this fall. One issue it may want to consider is the availability of after school care for kindergarteners. There was discussion on the accuracy of the projections and how changes in enrollment will affect the District.

## **6. Minuteman Discussion**

Superintendent Wilson introduced the discussion. About three to six students per year enter Minuteman Regional High School, and there are about twenty Sudbury students attending Minuteman. Dr. Wilson presented the Town's assessment of cost for FY15 as a member Town. She also presented the non-member tuition. There is tension around the difference in cost for members versus non-members. Selectmen Pat Brown spoke about the committee, which includes members from the School Committee, Board of Selectmen, and others, that will meet to look at options for our students and benefits of being a member or non-member of Minuteman. Scott Nassa will be part of that committee.

## **7. Approval of EDCO Collaborative Articles of Agreement and Establishment of Capital Reserve Fund**

**MOTION AND VOTE:** Scott Nassa made a motion to approve the EDCO collaborative articles of agreement. Bob Armour seconded the motion. The vote was 4-0 in favor.

**MOTION AND VOTE:** Scott Nassa made a motion to approve EDCO's establishment of a Capital Reserve Fund. Bob Armour seconded the motion. The vote was 4-0 in favor.

**MOTION AND VOTE:** Scott Nassa made a motion to authorize Chairman Ellen Winer Joachim to sign the EDCO articles of agreement for SPS School Committee. Bob Armour seconded the motion. The vote was 4-0 in favor.

**8. Appointment of School Committee Representative on ACCEPT Board of Directors**

The ACCEPT and CASE Boards are made up of only superintendents, but the EDCO Board has both Superintendent and School Committee members.

**MOTION AND VOTE:** Scott Nassa made a motion to appoint Dr. Wilson as the School Committee representative on ACCEPT Board of Directors. Bob Armour seconded the motion. The vote was 4-0 in favor.

**9. Appointment of School Committee Representative on CASE Board of Directors**

**MOTION AND VOTE:** Scott Nassa made a motion to appoint Dr. Wilson as the School Committee representative on CASE Board of Directors. Bob Armour seconded the motion. The vote was 4-0 in favor.

**10. Appointment of School Committee Representative on EDCO Board of Directors**

**MOTION AND VOTE:** Scott Nassa made a motion to appoint Dr. Wilson as the School Committee representative on EDCO Board of Directors. Bob Armour seconded the motion. The vote was 4-0 in favor.

**11. School Committee Report**

**A. Liaison/Subcommittee Reports**

Scott Nassa reported on the MSBA - Nixon Roof Project meeting. Craig Blake is the representative from the Permanent Building Committee on the project. The project will start July 1, 2015 or earlier depending on the last day of school. A special election may occur for taxpayer approval. The project entails roof and window work. There was discussion on options for windows and window treatments.

**12. OPEN FORUM**

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

**13. SUPERINTENDENT'S REPORT**

There will be an announcement on the METCO director position end of this week or early next week. Thank you to Kim Swain for providing support to the summer METCO program. Personnel Actions as outlined in packet.

**14. Communications**

**None**

**15. Minutes – Regular Session Minutes**

The Committee reviewed the June 25, 2014 meeting minutes. Christine Hogan requested the inclusion of her concern for the implementation dip for the PARCC test.

**MOTION AND VOTE:** Scott Nassa made a motion to approve the June 25, 2014 meeting minutes with the addition of Ms. Hogan's concerns. The following will be included. Christine Hogan expressed a concern about the implementation dip that Dr. Wilson said we should expect especially since we were early adopters to Common Core. Christine Hogan seconded the motion. The vote was 4-0 in favor.

#### **16. Member's Forum**

Kim Swain spoke on the new teacher orientation and the teachers' enthusiasm. There are about twenty-five new teachers. The teachers delved into goals, curriculum, and technology.

Christine Hogan spoke on concern for hiring qualified staff close to the beginning of the school year and the plan if a person is not hired by the start of the school year. She also asked about the exit interview process. Anne Wilson stated that all exiting personnel are offered both a written and in-person exit interview.

Dr. Wilson and Dr. Mealey spoke on staffing. There was discussion on hiring including finding a qualified person who is a good match for a school. They feel confident a qualified, good match for the school will be hired before school starts. If they do not find the right person, a qualified substitute would start the year off. Exit interviews are primarily by paper and the Committee is not involved in the exit interviews. Anne Wilson stated that all exiting personnel are offered both a written and in-person exit interview.

Scott Nassa spoke on attending the new teachers luncheon. Many teachers thanked the Committee for their presence and support.

Ellen Winer Joachim appreciated the opportunity to attend the administration luncheon and the new teachers luncheon.

The Committee discussed the purpose of the meeting after SEA meets on August 27, 2014.

#### **17. Executive Session – none**

#### **18. Adjourn**

**MOTION AND VOTE:** Christine Hogan made a motion to adjourn the session. Scott Nassa seconded the motion. The vote was 4-0 in favor. The time was 9:12 PM.

#### **Meeting Documents**

Agenda

FY15 School Committee Calendar and Meeting Planning - Draft

Fingerprinting Policy – Draft

Enrollment documents

Minuteman documents – Draft

EDCO Articles of Agreement and Capital Reserve Fund

Personnel Actions through August 13, 2014

School Committee Meeting Minutes June 25, 2015

*Recorded by Emily Cullen*