

## **Sudbury Public Schools**

### **SCHOOL COMMITTEE MEETING**

Regular Session Meeting  
Wednesday September 17, 2014  
7:30 PM

Location - Senior Center  
40 Fairbank Road  
Sudbury, MA 01776

#### **Open Session**

After an executive session Chair Ellen Winer Joachim opened the session at 7:39 PM. SudburyTV taped the meeting and broadcast the meeting live.

Members Present: Ms. Ellen Winer Joachim - Chair, Mr. Bob Armour – Vice Chair, Ms. Lucie St. George, Mr. Scott Nassa, Ms. Christine Hogan  
Also Present: Dr. Anne Wilson - Superintendent of Schools  
Ms. Kim Swain - Assistant Superintendent of Schools  
Nicole Lamoureaux - Sudbury Education Association (SEA) representative  
Ms. Mary Will - Director of Business & Finance

#### **Agenda**

1. Recognitions
2. OPEN FORUM
3. Update of the Build Our Kids' Success (BOKS) Program and Approval to Move From Pilot Status (Cindy Simon, Noyes Parent)
4. Capital Projects Update (Jim Kelly, Director of Facilities, Town of Sudbury; Joe Kupczewski, Supervisor of Facilities, Sudbury Public Schools)
5. Worldstrides Heritage Performance Festival 2015 / Montréal, QC, Canada
6. Review of School Committee Communication
7. Preliminary MCAS Report
8. Superintendent's Goals FY15
9. Enrollment Update
10. School Committee Report
  - a. Liaison/Subcommittee Reports
11. OPEN FORUM
12. SUPERINTENDENT'S REPORT
  - a. Report
  - b. Bill Schedule
  - c. Personnel Actions
13. Communications
14. Minutes – Regular Session Minutes
15. Member's Forum
16. Executive Session – To discuss strategy with respect to negotiations with non-union personnel as to do so in an Open Meeting may have a detrimental effect on the negotiating position of the School Committee.
17. Adjourn

#### **1. Recognitions**

Dr. Wilson recognized and thanked:

1. Joe Kupczewski and Jim Kelly for handling multiple capital and maintenance projects that have enhanced safety and provided a positive environment for our students and staff.

2. New METCO Director, Steve Deroziers, who held the first Back to School Night in Boston for families of the METCO program along with Assistant Superintendent Swain and the SPS METCO staff who were also part of the program. Seventy parents from Boston attended the event.
3. Curriculum coordinators Jen Soalt and Maggie McGinty for designing this year's professional development program.
4. Staff and parents of Haynes, Noyes, and Loring for attending Back to School Night Open Houses. The events were a great success.

## **2. OPEN FORUM**

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

### **3. Update of the Build Our Kids' Success (BOKS) Program and Approval to Move From Pilot Status (Cindy Simon, Noyes Parent)**

Parent Cindy Simon of Noyes School spoke on the BOKS pilot program

One hundred eleven students signed up for BOKS. There were forty spots available for the program, and a lottery was held for the spots. There were a mix of ages and boys and girls attended. The program ran ten of twelve scheduled times. Two times the program was canceled due to weather. The students enjoyed the program, and comments from parents were positive. Noyes would like to continue the program this year and would like to have access to indoor space in times of inclement weather. Currently, the program is held in fall and spring. It would be great to include BOKS in the winter, but there is an issue of lack of access to indoor space. Haynes plans to continue the program, and Nixon is in the process of setting BOKS up this year.

Discussion - The School Committee and Ms. Simon discussed BOKS and the future of the program.

The Committee noted that the program has been a positive for the students involved. Can all schools be part of BOKS? Can more students participate? Is this program sustainable with volunteers? What effect does exercise have on the students' schoolwork? Are all volunteers and substitute volunteers CORI checked?

The number of students that can participate depends on the number of volunteers and the space. The sustainability of the program is based on volunteers. All volunteers and substitute volunteers are CORI checked. Loring's school day begins earlier, so it may be a challenge to run BOKS as a before school program at Loring. Reebok has research and supporting evidence that morning exercise does have a positive effect on a student's success in school.

There was discussion on use and access to indoor space. Mary Will indicated that school cafeterias are needed for breakfast and that Sudbury Extended Day (SED) uses some of the space. Ms. Simons is hopeful that space can be shared if needed during inclement weather. Ms. Will will talk to Barbara Cole, Director of SED, about school space use and update the Committee at a future meeting.

**MOTION AND VOTE:** Christine Hogan made a motion to allow the BOKS program to move from pilot status to a permanent program status utilizing an outdoor setting. Scott Nassa seconded the motion. The vote was 5-0 in favor.

### **4. Capital Projects Update (Jim Kelly, Director of Facilities, Town of Sudbury; Joe Kupczewski, Supervisor of Facilities, Sudbury Public Schools)**

Jim Kelly and Joe Kupczewski presented on recent capital projects.

At Noyes School the main switch gear from the 70's was replaced. This involved switching out the system, maintaining the building use with a generator, and installing the new system. The new system is more efficient, easier to maintain, and will last for many years. The school was available for use during this process. Carpet in some classrooms at Noyes and Nixon was replaced with vinyl composition tiles (VCT). The replacement of carpet continues as time and funds allow.

At Curtis Middle School the parking lot was paved and updated. Drainage and several parking places were added. The double doors at Curtis will be installed in late fall. Facilities would like to be able to replace more doors in the future, because many of the doors are literally used thousands of times a day.

At Nixon School there were pavement and walkway improvements. The driveway was done, concrete sidewalks with granite curbs put in, and the gravel path was made into a concrete walkway. There was an issue at Nixon when an electrical pipe was hit while digging a trench, but with the coordination and hard work of the crews the project was completed before the start of the school year.

At Loring School the replacement of the water heaters is a current project.

All the crews worked together to complete annual maintenance and the major projects by the start of the school year.

Discussion – The Committee asked questions and Jim Kelley and Joe Kupczewski answered the questions.

The Committee is impressed with how much Facilities does with a small core of people. Scott Nassa asked is there a way to start a capital fund for schools? The state law prohibits certain ways of funding projects. Is there a list of top project needs in case we do have money become available? There is a prioritized list of projects and a ten-year plan. Christine asked about cost of projects and where funds come from for projects. Each project needs to be formally assessed in order to figure out costs. The way in which money became available last year rarely occurs. Bob Armour asked about Fairbanks repairs. Capeway roofing company will be working on the project, and the building will remain open.

#### **5. Worldstrides Heritage Performance Festival 2015 / Montréal, QC, Canada**

Nat Erde, Curtis Middle School Music Teacher, presented the out-of-state music fieldtrip for 2015. The music trip is to Montréal. The students will participate and be judged at the festival. The students will tour Montréal. The students will miss one day of school. The projected cost is \$495.00. About 240 students went on a previous trip. Staff and chaperones will accompany the students.

**MOTION AND VOTE:** Bob Armour made a motion to approve an out-of-state fieldtrip as presented. Christine Hogan seconded the motion. The vote was 5-0 in favor.

#### **6. Review of School Committee Communication**

The Committee discussed a communication to go out to all families. The Committee noted a majority of the meetings are live, kindergarten forum, and to emphasize the need of families' input. The communication will be updated and sent out before the next meeting.

#### **7. Preliminary MCAS**

The embargo on MCAS results has not been lifted as of today.. There will be an update when we are notified that the embargo has been lifted.

#### **8. Superintendent's Goals FY15**

Dr. Wilson read her revised goals. The committee will vote on the goals at a future meeting after the subcommittee has had the opportunity to discuss the goals.

#### **9. Enrollment Update**

Dr. Wilson noted enrollment continues to fluctuate slightly, as expected. None of the enrollment changes have caused classrooms to exceed the class size guidelines.

#### Discussion

Christine Hogan asked about students leaving SPS for private schools. The Committee discussed finding out more about why students leave and/or return to our schools. Data is collected on the numbers of students who move in and out of the system, but more information about why families move into or out of the schools would be helpful. Dr. Wilson will follow up on the data we currently collect and report back at future meeting.

### **10. School Committee Report**

#### Liaison/Subcommittee Reports

Scott Nassa attended the Nixon Roof meeting. There is a lot of discussion as the project is in its analysis phase.

Bob Armour – Fairbank Roof Project has a report to the Sudbury Foundation for the grant. Mr. Armour asked about the meeting to be held in Boston. The Committee discussed the meeting date and joining with Lincoln-Sudbury. The tentative date of the meeting is March.

### **11. OPEN FORUM**

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

### **12. SUPERINTENDENT'S REPORT**

Nixon's back to school night is tomorrow. Dr. Wilson is excited about the energy and community support for the back to school night and open houses at all the schools.

### **13. Communications**

### **14. Minutes – Regular Session Minutes**

**MOTION AND VOTE:** Scott Nassa made a motion to approve the August 20, 2014 meeting minutes with the addition of wording from Christine Hogan in section 16, Member's Forum. Christine Hogan seconded the motion. The vote was 5-0 in.

Christine Hogan had additions to the September 3, 2014 meeting minutes. The Committee discussed the additions. The edits will be made and the minutes will be up for approval at a future meeting.

### **15. Member's Forum**

Nicole Lamoureaux - Wally Bell 5K Run/Walk & Kids Mile will be held October 5, 2014.

Kim Swain - Ms. Swain commended the Curtis Middle School 6<sup>th</sup> and 7<sup>th</sup> graders for their enthusiasm and serious work during Chromebook orientation. Thank you to the families for the quick turn around on papers associated with the use of the Chromebooks. There was a 100% return rate

Scott Nassa asked about preparations for the forum. Dr. Wilson noted Mary Will is preparing financial information needed for the next meeting, and the Committee will have time to discuss planning of the forum at the next meeting.

Bob Armour – The Committee discussed meeting minutes and the addition of action items to the end of the meeting minutes will be helpful.

Christine Hogan wants to be sure that parents are fully aware of where their child's images are displayed. It should be clear in the release form the different arenas the release form covers. Parents have spoken to her about specific instances that they are uncomfortable with their children being on Twitter and other social media. We should be open and transparent about exactly where kids pictures are posted. The

procedure should be clear for teachers and parents. Clear information will help ensure the needs of parents are met and teachers are protected. Changes are needed now as pictures are out there now.

Discussion – The Committee discussed the topic of the release form and acceptable use policy as it pertains to social media.

Dr. Wilson noted that permission was granted for Twitter use by parents at the 375<sup>th</sup> Celebration. Use of social media is covered in our acceptable use policy. Dr. Wilson urges parents to come to her with their concerns and to discuss specific instances in order to make sure all families' wishes are met, and they are comfortable with the situation. The Committee noted a family can revoke permissions at anytime. The Committee noted re-visiting the release form and acceptable use document is and should be done regularly. The Committee can discuss this more at a future time. Ms. Hogan will send links of good examples of acceptable use policies/release forms to the Committee.

16. **Second Executive Session** – To discuss strategy with respect to negotiations with non-union personnel as to do so in an Open Meeting may have a detrimental effect on the negotiating position of the School Committee. None.

**MOTION AND VOTE:** Scott Nassa made a motion to adjourn the session. Lucie St. George seconded the motion. The vote was 5–0 in favor. The time was 10:13 PM.

### **Meeting Documents**

Agenda – Revised

Results of BOKS pilot program at Noyes

Capital Projects Update presentation slides

Worldstrides Heritage Performance Festival 2015/Montreal QC, Canada

Enrollment Update

Personnel Actions through September 10, 2014

School Committee Meeting Minutes August 20, 2014 and September 3, 2014

### **Action Items**

- Mary Will will follow up on space utilization at the schools for BOKS.
- Christine and Ellen Winer Joachim will continue working on communications and meet to discuss the superintendent goals.
- Anne Wilson will look into data around students moving in and out of the schools.