

Sudbury School Committee (SSC)
Meeting Minutes
School Committee Meeting
March 18, 2019
Sudbury Senior Center

Members Present:

Lisa Kouchakdjian, Chair
Margaret Helon, Vice Chair
Christine Hogan
Silvia Nersessian
Richard Tinsley

Also Present:

Brad Crozier, Superintendent of Schools
Kimberly Swain, Assistant Superintendent of schools
Donald Sawyer, Director of Business and Finance
Martine Cummings, SEA Representative

Regular Session Meeting

Ms. Kouchakdjian called the regular session meeting to order at 7:08 PM and welcomed Martine Cummings, SEA Representative, to tonight's meeting.

1. Open Forum - None.
2. Special Matters

- a. School Start Time Subcommittee Presentation

Ms. Hogan thanked Members of the School Start Time Subcommittee and all who have been working with the Subcommittee to explore the implementation of a later School Start Time for Ephraim Curtis Middle School.

Ms. Swain began the powerpoint presentation by noting that evaluating school start time options was an initiative tied to District Educational Improvement Goal #1c, Wellness.

The Presentation overviewed the timeline of the work conducted by the Subcommittee, which included: surveys, newsletters, website updates, research of nearby school districts, interviews, collaboration with LS, and the forum held with guest speaker Dr. Chun Lim.

The Presentation outlined the possible adverse outcomes associated with chronic sleep deprivation during adolescence, as well as the key benefactors of adequate sleep and later starts, including improved school performance. Research showed adolescents are biologically programmed for later bedtimes, while elementary school children are programmed to wake earlier.

The Presentation overviewed the results of the surveys which included responses from students, many of whom revealed that they had difficulty focusing during early morning classes. There were approximately 900 responses received from parents and approximately 300 responses received from staff.

90% of households that responded to the survey reported support for, or neutrality about, implementation of developmentally-appropriate start times in a non-override scenario; 6% of all respondents are against a change in start times. Transportation and before/after school care are areas of concern for parents who work outside of the home.

Ms. Hogan overviewed the next steps, which include the formation of a working group with the Lincoln-Sudbury High School Subcommittee to evaluate transportation options and other implementation details such as coordination of sports and extracurricular activities, childcare, and transportation.

School Committee Members discussed observing other districts and reviewing their data, as well as potential budget impacts. The Committee discussed transitioning oversight responsibility to the Administration to keep the process moving forward.

b. Independent Transportation Review

Mr. Sawyer discussed the Professional Services Agreement proposal with Transfinder and recommended that the School Committee enter into the Agreement, with the suggestion that the proposal be updated to cap the cost at \$8,000. Lincoln-Sudbury Administration personnel, who were in attendance at the meeting, confirmed that Lincoln-Sudbury has agreed to pay 50% of the cost and it was also agreed they should be added as a signatory to the contract.

Motion: Mr. Tinsley made a motion to approve the Transfinder contract and authorize our Finance Director to sign a contract, subject to an expansion of \$8,000 total expenditure, giving four scenarios with co-signatories of Lincoln-Sudbury. Ms. Hogan seconded the motion.

Vote: 5-0. Motion carries.

3. Educational Matters

a. District Reports

i. SEA Report - Ms. Cummings noted that the Haynes Elementary School Library celebrated Women's History Month, focusing on women who have made a difference in the world. They also celebrated Read Across America. Ms. Cummings discussed Project Based Learning. A current project students and teachers are engaged in is the production of a bridge that must expand over water and be able to withstand an earthquake. Students must determine budget and cost, work on the engineering process, and present to the class. Third grade students held a living history museum based on a biography they read. Students in grades 1-5 wrote essays on what it means to be an athlete after the completion of the Schools' winter olympics.

ii. Business and Finance Director's Report - Mr. Sawyer reported that School Committee Members have been provided the budget report from the cancelled

meeting and will receive a March report at the next meeting. The budget is on track for the year. It was suggested that the budget book be on a future agenda.

- iii. Assistant Superintendent's Report - Ms. Swain thanked SERF for funding the initial School Start Time Presentation by Judith Owen, and noted that there will be a community forum with the Boston families on Wednesday, March 20, 2019 at 6:30 PM in Dorchester. Ms. Swain noted the March Teaching and Learning Newsletter went out via email and Twitter.

Ms. Swain proposed two days for the Equity Workshop, April 8th or April 22nd. The Committee agreed to April 8th; Ms. Swain will inquire if the facilitator could begin at 5:00 PM.

- iv. Superintendent's Report -

Mr. Crozier thanked the School Committee Members who participated in the Read Across America Program. Mr. Crozier then thanked Ms. Hogan for her contribution as Musical Director of the musical, and other School Committee Members who supported the musical, as well.

Mr. Crozier thanked SERF for the college fundraiser event, they do excellent work and many colleges were represented.

1. Report of Entry Findings

2. Mid-Cycle Report on Goals

Mr. Crozier presented his Mid-Cycle Goals Report after exploring various aspects of the District, including core values, vision, practices and norms. Through classroom visits and interviews with stakeholders, Mr. Crozier noted he was able to gather valuable information. He noted that Sudbury is fortunate to have highly dedicated teachers and staff committed to meeting the needs of all learners, and a community that understands the value of education. Mr. Crozier discussed areas that should be looked at such as facility improvements and transportation efficiencies. Mr. Crozier noted the challenges when it comes to enrollment, as well as consistency in programming amongst the schools. Mr. Crozier discussed next steps, which include refining these ideas with the SALT leadership team. Mr. Crozier will continue to engage with stakeholders and adjust strategic objectives as necessary.

4. Business and Policy Matters

a. Subcommittee Reports

- i. Strategic Planning - An outline as to the Strategic Planning Subcommittee's plan moving forward was reviewed. A discussion ensued regarding global macro trends and the District's preparedness for future globalization. School Committee Members discussed the importance of tapping into the expertise of professional resources as well as having in place an integrated plan to build skills

progressively. Ms. Swain discussed the many professional workshops for families and teachers that have been funded by grant awards.

ii. Policy Subcommittee

- b. SPS Administrative Space - Ms. Hogan and Mr. Tinsley discussed Subcommittee meetings they recently attended to discuss the options for future office space for Sudbury Public Schools. The office space matter will not be on the May warrant, but will be submitted for the October Town Meeting as part of the Fairbank proposal. \$50,000 has been set aside by the Town for a space needs assessment, though these funds have not yet been utilized. During the Subcommittee meeting it was communicated to the Town Manager that SPS will need high quality office space for approximately 22 employees; 125-225 square feet per person was presented as the industry standard, meaning approximately 5,000 total square feet of space. The Subcommittee Members suggested that the allocated funds not be utilized until a location/building has been determined, to which the School Committee Members agreed; the Committee noted it will also need to be determined whether the space will be used for professional development or other activities. During this discussion Ms. Hogan requested that she be removed as a Member of the SPS Administrative Space Subcommittee. Due to the fact that her request was not listed as an action item on the agenda, it could not be voted upon, and will be placed on the next agenda.

Committee members were reminded of previous options that were: build new on property at Curtis and Nixon; purchase additional property in Sudbury; or lease commercial property. School Committee Members discussed the importance of identifying secondary options and having space needs established prior to the Fall Town Meeting.

- c. Feedback Regarding Tri-District Meeting - School Committee Members discussed the recent Tri-District meeting and complimented the good working relationship SPS has with LS and LPS. Mr. Crozier recognized the Student Services Directors for a great job; Dr. Potter, Abby Stark and Stan Davis were also recognized. This discussion will be put on a future agenda.
- d. Legislative Forum Planning - Legislators will be available to attend the April 29th regular scheduled School Committee meeting, the same format as previously planned will be followed.
- e. Update on Equity Workshop
- f. Acceptance of Donations -
- i. Exxon Mobil Corporation -
- Motion: Ms. Hogan made a motion to approve the Exxon Mobil donation. Ms. Helon seconded the motion.
- Vote: 5-0. Motion carries.

g. Llaison Reports

h. Minutes Regular Session Minutes, Feb. 4, 2019 and Feb. 25, 2019

5. Adjournment-

Motion: Ms. Nerssessian made a motion to adjourn. Ms. Helon seconded the motion.

Vote: 5-0. Motion carries.

The meeting adjourned at 10:33 PM.

Respectfully submitted.

Laura Clifford

Sudbury School Committee
Documents Reviewed during the 3/18/2019 meeting

1. Sudbury Public Schools Committee School Start Time Subcommittee Template
2. Weston School Start Times Report
3. Sudbury Public Schools Start Times Subcommittee Presentation
4. Scenarios Email, Christine Hogan to Donald Sawyer
5. School Start Time Scenarios
6. SPS Start Time Staff and Parent Surveys Overview
7. Transfinder Professional Services Agreement
8. Mid-Cycle Goals Progress Report-Brad Crozier
9. Sudbury Public Schools Year-to-Date Budget 2/28/2019
10. School Committee Strategic Planning Subcommittee Report
11. Exxon Mobil Grant Award Letter
12. Check from Alliance Energy to the Town of Sudbury/Ephraim Curtis Middle School
13. Draft Meeting Minutes for February 4, 2019
14. Draft Meeting Minutes for February 25, 2019