

Sudbury School Committee
Meeting Minutes
August 26, 2019
Community Room, Goodnow Library

Members Present:

Lisa Kouchakdjian, Chair
Silvia Nerssessian, Vice Chair
Maggie Helon
Meredith Gerson
Christine Hogan

Also Present:

Brad Crozier, Superintendent
Don Sawyer, Director of Business and Finance
Kim Swain, Assistant Superintendent

Regular Session Meeting

Chair Lisa Kouchakdjian opened the meeting at 7:00 PM.

1. Public Comment
 - a. Barbara Gogan, of 27 Concord Road and the Librarian at Peter Noyes Elementary School, spoke to the School Committee about the Super Librarian Award she won this past spring and effects of the budget cuts made to the school library program.
2. Educational Matters
 - a. District Reports
 - i. SEA Report
 1. None
 - ii. Business and Finance Report
 1. Business and Finance Director Don Sawyer reported to the School Committee on progress made by building custodians in regards to facilities maintenance during the summer months. Mr. Sawyer also discussed the development of bus routes, passes, and the state of the transportation contract with First Student, Inc. Mr. Sawyer also reported on the close of FY19.
 - iii. Assistant Superintendent's Report
 1. Assistant Superintendent Kim Swain informed the Committee that 105 SPS educators participated in one or more professional development opportunities over the summer. This included a half-day workshop for administrators centered on "The Google Infused Classroom."

2. Ms. Swain reported to the Committee that 2018-19 was a DESE monitoring year for several areas of the district, and no corrective actions were issued.
 3. Ms. Swain updated the Committee on the development of the new District website, noting the priority being placed on ADA accessibility and compatibility, as well as its enhanced search capability.
 4. Ms. Swain informed the Committee that, following a revision to the Policy Manual allowing for the enrollment of kindergarteners in the METCO program, five such students from Boston will be joining SPS this fall.
- iv. Superintendent's Report
1. SALT Administrative Workshop Update
 - a. Superintendent Brad Crozier informed the Committee about the subjects covered by the Sudbury Administrative Leadership Team (SALT) during its two-day August Workshop. These included mandatory legal trainings, discussions on equity, and the concept of "deeper learning."
 2. Noyes Playground Update
 - a. Mr. Crozier updated the Committee on the latest developments in the construction of the new Noyes playground. The current estimate for its completion is September 9th. Mr. Crozier cited poor weather and the difficulty in coordinating subcontractors for the delay in its completion.
3. Business and Policy Matters
- a. Approve 7th and 8th Grade Trip to Quebec
 - i. (This topic was discussed immediately after the close of the public comment item.) Ephraim Curtis Middle School House Administrator Angela Menke informed the Committee about the trip to Quebec she would like to offer 7th and 8th Grade students enrolled in French classes.
 1. Christine Hogan motioned to accept the 7th and 8th grade overnight trip to Quebec, Maggie Helon seconded.
VOTE: 5-0. Motion carries.
 - b. Non-Union Contracts (Director of Student Services, Principal)
 - i. Following previous discussion and votes in Executive Session, the Committee considered the contracts for the Director of Student Services (Stephanie Juriansz) and the Principal of Ephraim Curtis Middle School (Jeff Mela).
 1. Silvia Nerssessian motioned to approve the contract for the Director of Student Services for the years of FY20-FY22, Maggie Helon seconded.
VOTE: 4-1, Christine Hogan opposed. Motion carries.

2. Silvia Nersessian motioned to approve the contract for the Principal of Ephraim Curtis Middle School for the years of FY20-FY22, Christine Hogan seconded.

VOTE: 5-0. Motion carries.

- c. School Committee Goals for 2019-2020
 - i. The Committee reviewed and discussed its proposed goals for the 2019-2020 school year. The goals under consideration include aligning the PTO by-laws for consistency; continuing work on finding new offices for central administration; and creating consistent learning opportunities for students across the district; alignment of individual school handbooks to the district policy manual.
- d. Before and After School Child Care Contract Considerations
 - i. Superintendent Crozier and Mr. Sawyer reminded the Committee that the district's contract with its before-and-after school care provider, Sudbury Extended Day, is due to expire in June 2020, the end of a three year base contract with two one year options. The administrators recommended either exercising both option years or putting out an RFP immediately. A formal vote will be taken during a subsequent meeting.
- e. Action Plan Template for School Start Time Transition
 - i. The Committee members used the action plan templates provided at the table to lead a discussion about how the district will transition to the new school start times. Superintendent Brad Crozier informed the Committee about efforts he has made to reach out to other districts that have already enacted similar start time changes, specifically attending an MASC workshop on the subject. The Committee would like to see clear and consistent communication through a variety of channels to the community in the months and weeks ahead of the change.
- f. Strategic Plan Draft School Committee Letter
 - i. The Committee reviewed a draft letter to the community addressing its strategic plan. The Committee discussed whether such a letter should be sent from the Committee, from the Committee and Superintendent Crozier jointly, or if each party should draft independent communications. This topic will be discussed further at the September 9th School Committee meeting.
- g. Acceptance of Gifts
 - i. Christine Hogan motioned to accept the gift of \$50,000.00 from the Jack and Mae Rosenberg Charitable Trust, Maggie Helon seconded.
VOTE: 5-0. Motion carries.
 - ii. Christine Hogan motioned to accept the gift of cleaning supplies from ThreeMain, Inc., Maggie Helon seconded.
VOTE: 5-0. Motion carries.
- h. Future Agenda Topics
 - i. A joint meeting with the School Committee for Lincoln-Sudbury Regional High School; results of the Metrowest Regional Health Survey, with Betsy

Grams; planning the annual Legislative Forum; a review of the new SPS website; having the Committee form a more formal orientation process for new members; Dorothy Presser on the Superintendent evaluation process; capital projects and warrant articles for the May 2020 Town Meeting.

i. Liaison Reports

- i. Silvia Nerssessian reported that the Finance Committee will be meeting in September; the School Committee will be required to update the Finance Committee on its FY20 budget and outlook for FY21 on December 9, 2019. Ms. Nerssessian also welcomed the new Haynes Assistant Principal, Cara Blanchette; provided an update on the relocation of central office; and spoke to the Board of Selectmen's purchase of the Camp Sewataro property.
- ii. Lisa Kouchakdjian reported that the Transportation Committee will soon launch a pilot of on-demand Uber and Lyft services for which low-income families in Sudbury could derive a benefit. Ms. Kouchakdjian also reminded the Committee that Back to School nights will be held throughout September, and that each school's liaison is expected to attend their school's event.
- iii. Ms. Hogan thanked Kim Swain for her invitation to the entire Committee to attend the METCO Welcome Back night. Ms. Hogan enjoyed it very much and praised Ms. Swain and METCO Director Sandra Walters.

j. School Committee Minutes

- i. The Committee reviewed the meeting minutes from June 26, 2019.
 1. Silvia Nerssessian motioned to accept the minutes from June 26, 2019, Maggie Helon seconded.
VOTE: 4-0-1, Christine Hogan abstaining. Motion carries.
- ii. The Committee reviewed the meeting minutes from July 15, 2019.
 1. The Committee postponed action on the minutes from July 15, 2019, pending further review of the documents distributed during that meeting.

4. Adjournment

- a. Christine Hogan motioned to adjourn the meeting, Maggie Helon seconded.
VOTE: 5-0. Motion carries. Meeting adjourned at 9:10 P.M.

Respectfully Submitted,

Justin Dulak

Documents Reviewed During the August 26, 2019 School Committee Meeting

1. SALT Beginning of the Year Workshop Agendas
2. Late Night or Overnight Travel Proposal Memo
3. Education First "Explore America, Bonjour Quebec" Packet
 4. Certificate of Liability Insurance
5. Sudbury School Committee 2019-2020 Smart Goals
 6. "Creating the Action Plan" Template
7. Sudbury School Committee Strategic Plan Draft Letter
8. Herbert Stoller Letter to Superintendent Brad Crozier
9. Check to Sudbury Public Schools for \$50,000.00
10. Regular Session Minutes Draft for June 26, 2019
11. Regular Session Minutes Draft for July 15, 2019
12. SED LEASE