

Sudbury School Committee  
Meeting Minutes  
December 16, 2019  
Goodnow Library  
21 Concord Road  
Sudbury, MA 01776

**Members Present:**

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

**Also Present:**

Brad Crozier, Superintendent  
Don Sawyer, Director of Business and Finance  
Kim Swain, Assistant Superintendent  
Barbara Gogan, SEA Representative

**Regular Session Meeting**

Chair Lisa Kouchakdjian opened the meeting at 7:01 PM.

1. Public Comment
  - a. None
2. Special Matters
  - a. Budget 2020-2021
    - i. Review District Budget Presentations
      1. Information and Technology Director Michael O'Brien, Director of Student Services Stephanie Juriansz, and Assistant Director of Student Services Jeff Lappin joined the Committee to present on their respective cost centers in the FY21 budget, currently in development.
      2. Mr. O'Brien, along with Assistant Superintendent Kim Swain, presented to the Committee on the proposed budget for the Curriculum and Instruction Department. Major drivers in the CIT budget include professional learning costs, such as the tuition reimbursement benefit and professional development staff stipends; curriculum supplies and instructional software, including new materials and texts to support the redeveloped curricula in science and social studies that are being implemented across the district; and new technology equipment, which would support the purchase of new Chromebooks for the middle school 1:1 program,

as well as equipment insurance and computers for staff. Ms. Swain also reviewed grant funding the district has received that will impact the FY21 budget. Supplemental needs cited by Ms. Swain included 1.0 FTE Network Specialist, 0.4 FTE ESPA Science Materials Manager, and 0.5 FTE District Interventionist.

a. Following the presentation, the Committee and Administration discussed the potential cost and benefit of adding a network specialist to the district; grants received by the district and how they are reflected in the budget documents provided; and additional details on the line item related to the purchase of Chromebooks.

3. Ms. Juriansz and Mr. Lappin presented to the Committee on the proposed budget for the Student Services Department. Slides included in their presentation covered how the Department reaches out to all students; a review of district goals and initiatives related to nursing, mental health support, the Partners and Bridges programs, and the Safe and Supportive Schools Working Group, as well as professional development; district comparison data for support staff; and information on the Department's funding sources.

a. Upon the conclusion of the presentation, the Committee and Administration discussed the value of specialized in-district programming; the impact of state funding of Tier I and Tier II programs; how comparable district data factors into the Department's decision-making processes; the Department's FTEs dedicated to technical and clerical support; and whether there were any supplemental needs not included in the Department's budget.

ii. Fees Considerations

1. Superintendent Brad Crozier and Business and Finance Manager Don Sawyer informed the Committee that a conversation regarding fees will be scheduled for one of the Committee's February meetings. The Committee considered the propriety of members disclosing which fees that they may be subject to paying. Chair Lisa Kouchkadjian will seek the advice of the state Department of Open Government.

3. Educational Matters

a. Districts Reports

i. SEA Report

1. SEA Representative Barbara Gogan informed the Committee that, over the summer, teachers from across SPS took part in a "No Fear Coding" class. Other projects occurring across the district include fifth graders organizing a Book Swap; third graders

wrote letters of gratitude to staff members prior to Thanksgiving; kindergartners sent letters to service members overseas for the holidays; Toys for Tots gathered over 850 toys; and all the elementary schools combined to send over 20,000 items to the Sudbury food pantry.

ii. Business and Finance Director's Report

1. Business and Finance Director Don Sawyer had no update for the Committee at this time.

iii. Assistant Superintendent's Report

1. Assistant Superintendent Kim Swain reported to the Committee on the first round of student SERF grants. SERF received over 100 applications from students, and from those the following recipients were selected: Kaitlin Ares from Haynes, Benjamin Donnelly from Loring, Kenny Devin from Nixon, Tim Abraham at Noyes, and Graham Anderson, Bryce Gillman, and Ryan Baretta at Curtis.

iv. Superintendent's Report

1. Superintendent Brad Crozier reminded the Committee that their next meeting will be held at Noyes Elementary School.

4. Business and Policy Matters

a. Vote on Special Town Meeting Citizens Petition Regarding Fairbanks

- i. The Committee reviewed Article III from the upcoming Special Town Meeting, regarding the design, construction, and furnishing of a new Fairbanks Community Center.

1. Silvia Nersessian motioned to support Article III, Meredith Gerson seconded. Subsequently, the Committee discussed how such a large capital expenditure should follow the proper channels and be generated by the Board of Selectmen, not a citizen's petition.

- a. **VOTE: 0-5**, Motion does not carry.

b. Legislative Forum Update

- i. Chair Lisa Kouchakdjian provided the Committee an update on the planning of the Committee's annual Legislative Forum. After meeting with the chairs of the School Committees for LS and Lincoln Public Schools, a proposal was put forth that the Forum occur during the Committees' next Tri-District Meeting. A Doodle surveying members' availabilities is now being circulated.

c. Liaison Reports

- i. Meredith Gerson reported that the Playground Committee is finalizing the selection of equipment. The Committee's goal is to have an order in place by the end of the calendar year, in order to take advantage of the prices currently on offer.
- ii. Christine Hogan reported that the Select Ensemble continued its tradition of playing at the Massachusetts State House.

d. PBMC Appointment

- i. At the Town's request, the Committee considered the reappointment of John Porter to the position of Permanent Building Committee representative. Mr. Porter has served in this role since 2013, having been reappointed once before, in 2016. The Committee discussed the process that would be involved in opening this position up for other applications.
- 5. Adjournment
  - a. Christine Hogan motioned to adjourn the meeting, Silvia Nersessian seconded.  
**VOTE: 5-0.** Motion carries. Meeting adjourned at 9:18 P.M.

Respectfully Submitted,

Justin Dulak

**Documents Reviewed During the December 16, 2019 School Committee Meeting**

1. Curriculum and Instruction FY21 Budget Planning Presentation
2. Student Services FY21 Budget Planning Presentation
3. Special Town Meeting Official Warrant