

Sudbury School Committee  
Meeting Minutes  
October 21, 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  
Sonia Fortin, SEA Representative

**Regular Session Meeting**

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

1. Public Comment
  - a. None
2. Business and Policy Matters
  - a. Acceptance of Gifts
    - i. Peter Noyes Elementary School PTO
      1. Suzanne Vlahos and Jennifer Jackson presented to the School Committee on the Noyes PTO's donation of six Cleartouch Screens, worth a cash value of approximately \$27,000.00. These new units will be placed in classrooms that either do not currently have an Active Board, or had one that broke.
        - a. Christine Hogan motioned to accept a gift of \$27,000.00 from the Noyes Elementary School PTO, Silvia Nerssessian seconded.
          - i. **VOTE: 5-0.** Motion carries.
3. Special Matters
  - a. Washington D.C. Trip Proposal
    - i. Humanities Coordinator Lauren Egizio, Eighth Grade History Teacher Gary Grasse, and Curtis Middle School Principal Jeff Mela presented to the Committee on their proposal for adding an overnight trip to Washington, D.C. to the eighth grade curriculum. This trip has been in the planning stages for more than a year, and is designed to compliment the civics-focus of the new learning standards for eighth grade history.

ii. School Committee questions centered on the availability of certain sites in D.C.; how administration will balance the logistics of this proposed trip with others already approved by the School Committee; and the effect of this trip on the operating budget of SPS.

1. Silvia Nerssessian motioned to approve the overnight trip to Washington, D.C. for the 2020-2021 school year, Maggie Helon seconded.

a. **VOTE: 5-0.** Motion carries.

b. CASE By-Laws

i. The Concord Area Special Education Collaborative (CASE), of which SPS is a member, adjusted its by-laws in two ways. First, two-years' notice is now required for a district to withdraw from the Collaborative. Second, the anti-discrimination clause has been broadened to protect additional groups. The School Committee has been asked to approve the by-laws with these changes.

1. Silvia Nerssessian motioned to approve the CASE By-Laws as presented and authorize the chair to sign, Christine Hogan seconded.

a. **VOTE: 5-0.** Motion carries.

4. Educational Matters

a. Districts Reports

i. SEA Report

1. Sonia Fortin shared information on the lessons learned by educational support staff during a recent workshop. Ms. Fortin also recognized the hard work of Curtis administrative assistants Ms. Dellicker and Ms. Pallone, as well as Mr. Gilbert, the Head Custodian at Curtis. Ms. Fortin further discussed the efforts of the Gay Straight Alliance to make Curtis a more inclusive environment for the LGBTQ+ community.

ii. Business and Finance Director's Report

1. Business and Finance Director Don Sawyer reported to the Committee on the balancing of the FY20 budget. While Mr. Sawyer and other administrators manage the FY20 budget, forecasting has already begun on the FY21 budget. Mr. Sawyer also described the long-range budget he has developed.

iii. Assistant Superintendent's Report

1. Metco Event Update

a. Assistant Superintendent Kim Swain shared with the Committee information on the recent place-based learning experience, which allowed students from Boston and their families to visit an orchard to go apple-picking. This will be followed-up with a curriculum expo for Boston families.

iv. Superintendent's Report

1. School Start time
  - a. Superintendent Brad Crozier informed the Committee that working groups have been formed within SALT to address implementation challenges related to the upcoming change in school start times. Coordination meetings have also been held with LS Principal Bella Wong and SED Director Suzie Kornblum. An FAQ document is being developed and will soon be released.
2. State of the Schools Format and Timeline
  - a. Superintendent Crozier discussed the timing and format of the State of the Schools presentation with the Committee. Ideas considered included returning to the school-by-school format used in previous years; having one presentation on elementary education and a separate presentation on the middle school; and transitioning the State of the Schools from a formal School Committee meeting to a public forum. The Committee also discussed how best to advertise the event. All the ideas developed by the Committee will be brought back to the SALT for further discussion.

5. Business and Policy Matters

- a. First Student Contract Extension
  - i. As discussed in previous School Committee meetings, the transportation contract with First Student, Inc., is due to expire at the end of the 2019-2020 school year, but the School Committee has two one-year extension options available. Superintendent Crozier explained that, since the terms of the current contract are more favorable than what could be obtained by going back out to bid, administration's recommendation is to exercise both of those options.
  - ii. The Committee discussed community concerns regarding the performance of First Student, Inc., including bus tardiness issues and the latest on the development of an app parents may use to track a bus' progress.
    1. Silvia Nersessian motioned to extend the agreement between Sudbury Public Schools and First Student, Inc. for two years, as permitted by the current contract, and pending approval by the Lincoln-Sudbury School Committee, Meredith Gerson seconded.
      - a. **VOTE: 4-1**, Christine Hogan opposed. Motion carries.
- b. Approve Assistant Superintendent Contract
  - i. Superintendent Crozier informed the Committee that he and Assistant Superintendent Swain have negotiated a new three-year contract for Ms. Swain. Chair Lisa Kouchakdjian explained to the Committee that this is

the second part of the contract approval process, following a previous vote in Executive Session.

1. Christine Hogan motioned to approve the contract for Assistant Superintendent Kimberly Swain, Maggie Helon seconded.

**a. VOTE: 5-0.** Motion carries.

c. Appoint School Committee Member to Town Manager Search Subcommittee

- i. Ms. Kouchakdjian informed the Committee that the Committee has been requested by the Town Manager's office to appoint on member to the Town Manager Search Subcommittee.

1. Christine Hogan motioned to appoint Silvia Nerssessionian as the School Committee Member to the Town Manager Search Subcommittee, Maggie Helon seconded.

**a. VOTE: 5-0.** Motion carries.

d. Legislative Forum Update

- i. Ms. Kouchakdjian informed the Committee that she recently met with the chairs of the LS and Lincoln School Committees to discuss the possibility of holding a joint legislative forum. Those chairs agreed to bring the idea back to their respective Committees. The Committee also discussed potential topics for the forum, including the transportation bidding process, vaping, depression and suicide rates, METCO funding, and having the legislators brief the Committee on education bills under consideration.

e. Tri-District Meeting Topics

- i. The Committee discussed potential topics for its joint meeting with the LS and Lincoln School Committees, including student physical health and wellness, work occurring within the three districts regarding STEM education, the districts' work on equity, a topic related to the new history standards, and changes in the METCO program.

f. Liaison Reports

- i. Silvia Nerssessionian reported to the Committee on the community forums hosted by Community Paradigms, the consulting firm hired by the Town of Sudbury to conduct the town manager search process. Ms. Nerssessionian also described how that process will progress.

g. Future Agenda Topics

- i. SEPAC Survey Results, the Student Services presentation.

h. School Committee Minutes

- i. October 7, 2019

1. The Committee reviewed the meeting minutes from October 7, 2019.

- a. Silvia Nerssessionian motioned to approve the meeting minutes from October 7, 2019, Maggie Helon seconded.

**i. VOTE: 4-1,** Christine Hogan opposed. Motion carries.

6. Adjournment

- a. Silvia Nersessian motioned to adjourn the meeting, Maggie Helon seconded.  
**VOTE: 5-0.** Motion carries. Meeting adjourned at 8:42 P.M.

Respectfully Submitted,

Justin Dulak

**Documents Reviewed During the October 21, 2019 School Committee Meeting**

1. Peter Noyes Elementary School PTO Letter
2. Peter Noyes Elementary School PTO Gift Detail
3. Concord Area Special Education (CASE Collaborative) Agreement
4. Washington, D.C. Trip Proposal
5. 8th Grade Trip to Washington, D.C.: School Committee Presentation
6. Regular Session Meeting Minutes Draft for October 7, 2019
7. FY20 Final Budget Balance