

Sudbury School Committee  
Meeting Minutes  
January 27, 2020  
Goodnow Library  
21 Concord Road  
Sudbury, MA 01776

**Members Present:**

Lisa Kouchakdjian, Chair  
Silvia Nersessian, Vice Chair  
Meredith Gerson  
Maggie Helon

**Members Absent:**

Christine Hogan

**Also Present:**

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

**Regular Session Meeting**

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

1. Public Comment
  - a. None
2. Special Matters
  - a. SEPAC Presentation on Policy Request and Seat at School Committee Table
    - i. SEPAC Co-Chairs Maia Proujansky-Bell and Chris Everett presented to the School Committee on a policy proposal they would like the School Committee to consider. Ms. Proujansky-Bell informed the Committee that the current policy manual lacks a policy formally establishing the SEPAC, a state requirement. The presentation given by Ms. Proujansky-Bell and Mr. Everett covered a definition of what SEPAC is and some of the work it has done, who SEPAC serves in the District, a review of Massachusetts law regarding SEPACs, and their proposed policy.
    - ii. Subsequent discussions from the School Committee concerned how adding a non-voting seat for SEPAC at Committee meetings would bolster relationships with parents; SEPAC's ability to conduct outreach to families; the proper flow of information and decision making; and the nature of SEPAC's relationship with the School Committee.

### 3. Educational Matters

#### a. Superintendent Mid-Year Report on Goals and Focus Indicators

- i. Superintendent Brad Crozier provided a mid-year update to the Committee on the progress made toward meeting his goals for FY20. Superintendent Crozier stated that all of his goals are on track for completion. Questions from the Committee centered on what Superintendent Crozier is learning in the second year of his New Superintendent Induction Program; and how the District can improve communications regarding the upcoming change in school start times.

1. Silvia Nersessian motioned to approve the Superintendent's Mid-Cycle Goals Progress Report, Meredith Gerson seconded.

**a. VOTE: 4-0.** Motion carries.

#### b. Districts Reports

##### i. SEA Report

1. SEA Representative Ben DeMott informed the Committee that sixth grade students recently completed a hominid fossil investigation to learn about evolution; the materials for which were provided by a SERF grant. In fifth grade, students just completed a unit on where water is located and how to design water filtration systems. Mr. DeMott also reminded the Committee of how successful the co-teaching model has been in the District.

##### ii. Business and Finance Director's Report

1. Business and Finance Director Don Sawyer reminded the Committee that the year-to-date budget through December 31, 2019 was included in the agenda packet. Roughly 50% of the budget had been spent to that point, which roughly matches the progress of the school year calendar.
2. Mr. Sawyer also informed the Committee that the Business Department has been preparing for early bus registrations in light of the upcoming change in school start times.
3. Mr. Sawyer completed his report by stating SPS has its Finance Committee Meeting scheduled for the following evening.

##### iii. Assistant Superintendent's Report

1. Assistant Superintendent Kim Swain reported to the Committee on the success of the family engagement at King Pin Bowling in Dedham. Over one hundred families attended.
2. Ms. Swain also informed the Committee that winter meeting of the METCO Parent Advisory Group occurred on January 16, and discussed school start times, the new METCO enrollment process, and how to extend learning for students when they're in the summer learning program.

3. Ms. Swain reported that Band Director Kevin Donegan was recently awarded a SERF grant, which he used to purchase a new tuba.
  4. Ms. Swain's final note was an update on equity work within the District.
- iv. Superintendent's Report
1. Superintendent Brad Crozier informed the Committee that SPS is working with the SEA to create a make-up plan for the professional development day that was canceled in December.
  2. Superintendent Crozier also informed the Committee that the District's Kick-off to K event, welcoming kindergartners and their families to SPS, will be held the following day. Mr. Crozier described the new way kindergartners will start the school year, which includes one-on-one meetings with their new teachers for a brief introduction and assessment. This change will take effect in Fall 2020.
  3. Superintendent Crozier also told the Committee about the Student Opportunities Act, which will bring new funds to SPS. Mr. Crozier will update the Committee when he has more information on how the money will be spent. The Committee will approve all plans, most likely during one of its March meetings.
  4. Superintendent Crozier's final note was on the recent student concerts that occurred across the district.
4. Business and Policy Matters
- a. Policy Subcommittee Update
    - i. Maggie Helon, on behalf of the Policy Subcommittee, updated the Committee on a pair of policies the Subcommittee recently approved. The policies considered were the new policy *JFABA: Nonresident Tuition Charges*, and revisions to *BEDB: Agenda Format*.
      1. Silvia Nerssessionian motioned to approve revised policy BEDB, as presented, Maggie Helon seconded.
        - a. **VOTE: 4-0.** Motion carries.
      2. Silvia Nerssessionian motioned to approve policy JFABA, as presented, Meredith Gerson seconded.
        - a. **VOTE: 4-0.** Motion carries.
  - b. Annual Town Report
    - i. The Committee reviewed the SPS contribution to the Annual Town Report. The section drafted by the administration is, in accordance with instructions from the Board of Selectmen, a narrative of what occurred in 2019 across SPS. Upon approval by the School Committee, this document will be combined with those from other departments and committees to create the full Annual Town Report. Per the Committee's

request, this document will be added to the School Committee's portion of the SPS website.

1. Silvia Nerssessian motioned to approve the Annual Town Report as presented, Meredith Gerson seconded.

**a. VOTE: 4-0.** Motion carries.

c. FY21 Budget Book

- i. The Committee reviewed the Budget Book for FY21, which will also be posted online shortly. Superintendent Crozier informed the Committee that hard copies will be available in the Council on Aging and in several other locations around Sudbury, a list the Committee requested the Goodnow Library be added to. The Budget Book will be reconsidered in September, ahead of the development of the FY22 budget.

1. Silvia Nerssessian motioned to approve the FY21 Budget Book, Meredith Gerson seconded.

**a. VOTE: 4-0.** Motion carries.

d. Warrants for Annual Town Meeting

- i. The Committee considered an additional warrant article for submission to Annual Town Meeting. Mr. Sawyer explained that this new warrant article, if approved, would create a revolving fund allowing SPS to collect tuition payments for nonresident students, as well as state reimbursements for children in foster care.

1. Silvia Nerssessian motioned to approve the Sudbury Public Schools Nonresident Tuition Fund warrant article and allow the Director of Business and Finance to submit it, Maggie Helon seconded.

**a. VOTE: 4-0.** Motion carries.

e. Future Agenda Items

- i. Policy, Permanent Building Committee Appointment, handbooks, School Committee professional development

f. Liaison Reports

- i. Silvia Nerssessian reminded the Committee that Budget Hearing will be on Thursday evening, and the Selectboard meeting scheduled for Tuesday the 28th will include discussion of the upcoming warrant articles.
- ii. Lisa Kouchakdjian informed that she is now the Vice Chair of MASC Division II, and explained her responsibilities in this new role.
- iii. Meredith Gerson shared that the Student Advisory Council recently presented on panel options for the Nixon Playground, and that the order has been placed.

g. Minutes

- i. December 18, 2019

1. The School Committee reviewed and revised the minutes from the Committee's December 18, 2019 meeting.

- a. Silvia Nerssessian motioned to approve the minutes from December 18, 2019, as edited, Meredith Gerson seconded.
      - i. **VOTE: 4-0.** Motion carries.
  - ii. January 6, 2020
    1. The School Committee reviewed and revised the minutes from the Committee's January 6, 2020 meeting.
      - a. Silvia Nerssessian motioned to approve the minutes from January 6, 2020, as edited, Maggie Helon seconded.
        - i. **VOTE: 4-0.** Motion carries.
5. Adjournment
  - a. Silvia Nerssessian motioned to adjourn the meeting, Maggie Helon seconded.  
**VOTE: 4-0.** Motion carries. Meeting adjourned at 8:51 P.M.

Respectfully Submitted,

Justin Dulak

**Documents Reviewed During the January 27, 2020 School Committee Meeting**

1. Letter from SEAPC to Sudbury School Committee Regarding Request for Policy and Special Education Parent Advisory Council
2. SEPAC Policy Proposal Regarding the District's Special Education Parent Advisory Council Presentation
3. Mid-Cycle Goals Progress Report
4. Sudbury Public Schools Year-to-Date Budget, December 31, 2019
5. Policy JFABA: Non-Resident Tuition Charges
6. Policy BEDB: Agenda Format
7. Annual Town Report 2020
8. Sudbury Public Schools Budget Book: Superintendent's Recommended Budget FY21
9. Sudbury Public Schools Nonresident Tuition Fund Warrant Article
10. School Committee Meeting Minutes, December 18, 2019
11. School Committee Meeting Minutes, January 6, 2020