

Sudbury School Committee
Meeting Minutes
July 10, 2020
Virtual Meeting

Members Present:

Lisa Kouchakdjian, Chair
Silvia Nerssessian, Vice Chair
Maggie Helon
Meredith Gerson
Sarah Troiano, Member-Elect

Members Absent:

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 9:33 AM.

1. Welcome School Committee Member-Elect Sarah Troiano
 - a. The School Committee welcomed Member-Elect Sarah Troiano. Ms. Troiano will be officially sworn-in following the Fall Town Meeting in October.
2. Public Comment
 - a. Laura Gamel of 166 Marlboro Road spoke to the Committee about the difficulty experienced by working parents who would like to attend a daytime Committee meeting. Ms. Gamel also discussed the recent family survey and how its results should be disseminated, reviewed, and acted upon.
 - b. Monica Rogan of 80 Goodnow Road spoke to the Committee about ensuring that survey results are disseminated in a timely fashion. Ms. Rogan also spoke to the Committee about the challenges parents are facing acquiring childcare, especially in light of the coming change in school start times. Ms. Rogan requested that the Committee consider a postponement of the new start times.
 - c. Suzie Kornblum of 22 Virginia Ridge Road spoke to the Committee about what Sudbury Extended Day is doing to prepare for the reopening of schools and explained changes in standards set by the EEC.
 - d. Ashwini Dongre of 183 Greystone Lane spoke to the Committee about parents' ability to choose to keep their children home and educate them remotely,

regardless of the reopening model chosen by the District. Ms. Dongre also asked about parents' ability to homeschool for one semester before re-enrolling the next.

- e. Kay Bell of 348 Old Lancaster Road spoke to the Committee about the necessity of posting its agendas more visibly online. Ms. Bell also spoke about the reopening guidance from DESE and challenges she foresees regarding how it can be enacted.
 - f. Noah Goodman of 86 Thunder Road spoke to the Committee about transportation issues at the end of the 2019-2020 school year as well as what it will look like in the 2020-2021 school year.
 - g. Nicole Ahern of 149 Pantry Road spoke to the Committee about her desire to learn more about what plans are being made for students in grades Pre-K to 2.
3. Superintendent's Reopening Task Force Update
- a. Superintendent Brad Crozier provided the Committee an update on the progress of the Reopening Taskforce. The Taskforce has formed working groups with specific foci: teaching and learning, special populations, building and district operations, Human Resources and business, and behavioral and mental health.
 - i. The first working group to present was the teaching and learning team, who informed the Committee that they are focused on structure and instructional guidelines for each of the three possible reopening scenarios: in-person, hybrid, or fully remote; they're staying current with guidance from DESE in regards to assessment and content standards; they're reviewing feedback from stakeholders; and they're in the process of identifying professional development needs.
 - 1. Questions for the teaching and learning team from the Committee centered on: what science lessons will look like in the fall; what the district is doing to ensure staff is prepared technologically for remote pedagogy, be it hybrid or 100% offsite; what platforms are being considered for lower grade lessons; what forms of instruction are being prepared for students unable to return to school; what form the district's submitted plan to DESE is going to take; how the middle school student cohorts will be created; how the district is and will be handling assessments and the skills they're intended to measure; what the working group is doing to strengthen synchronous remote learning, particularly for students with disabilities and special needs.
 - ii. The behavioral and mental health working informed the Committee that the group is focused on the fact that students cannot learn unless they feel safe and secure. The group is also considering the needs of family and staff. Actions being taken include planning back-to-school social events, preparing talking points for teachers to ensure consistency in messaging, creating school routines to help welcome students and meet

new health requirements, developing a referral process for mental health, and engaging families with an invite for collaboration.

1. Questions from the Committee to the behavioral mental health working group centered on: if slide decks or other messaging materials will be sent home prior to the school year to help students and families prepare; what efforts the group is taking to ensure consistency across schools and grade levels; what the group is planning to help welcome students back in the fall; and if a translation plan is being developed for students and if so, who is working on it.
- iii. The working group on building and district operations informed the Committee that they've been focusing on support and operationalizing teaching and learning. This means considering facility capacities, furniture and equipment needs, cleaning and sanitation protocols, extended day care, food service, and transportation. Actions being taken include drafting district operational guidelines to support in-person learning, supporting home/school communications, consulting with outside vendors, and exploring feasibility of various options for visitors, dismissals, lunch, hallway usage, and usage.
1. Questions from the Committee for the building and district operations group centered on: how the needs of special populations are being considered by this working group; how food service will work; if and how the district plans to conduct contact tracing; what work has been done to ensure quality air ventilation; and what food delivery and waste pickup methods may look like.
- iv. The Human Resources and business working group informed the Committee that they're looking into staffing implications of the various reopening methods, they've researched the age of staff to seek information on the number of high risk member, discussed possible funding sources outside of the school budget, created an equipment and furniture inventory in each school, communicated with food service and transportation vendors, and created a class size study.
1. Questions from the Committee to the HR and business group centered on: what social distancing standards will be set for bus rides; how the district will handle substitute teachers; if staff have been surveyed to find if any members would prefer to deliver remote or at-home services; and what analysis has been done to ensure staff technology needs are met in a remote learning environment.
 2. During this portion of the discussion, the Committee discussed how it should proceed with regard to waiting on guidance from DESE; a desire to ensure the district meets CDC guidelines; that the Committee needs to decide for itself and the its community

which method (remote, hybrid, in person) to pursue; the necessity of developing plans for all three outcomes no matter which path is taken. No official action was taken, but the Committee expressed its preference for the working groups to focus on developing hybrid and 100% remote learning models.

4. Sudbury Learns from Home Survey Data
 - a. Consideration of this topic was postponed until a subsequent School Committee meeting.
5. FY20 Budget Savings/Expenditure Detail Report
 - a. Consideration of this topic was postponed until a subsequent School Committee meeting.
6. FY20 Bus and Activity Fees
 - a. This item was considered after the FY21 District calendar.
 - i. Silvia Nersessian motioned to have the District refund 25% of the FY20 bus fees to families, Meredith Gerson seconded.
 1. In discussion after the motion, Business and Finance Director Don Sawyer cautioned the Committee that there will be a significant delay in his office's ability to reach out to families and process due refunds. A timetable on when checks will be mailed will be included in an initial message to impacted families. The Committee also discussed what, if any, other fees exist that should be refunded.
 2. ROLL CALL VOTE
 - a. Meredith Gerson: Aye
 - b. Maggie Helon: Aye
 - c. Lisa Kouchakdjian: Aye
 - d. Silvia Nersessian: Aye
 - i. **VOTE: 4-0.** Motion carries.
7. FY21 School Committee Goals
 - a. The Committee discussed its desire to have goals for the coming school year that align with the superintendent's, similar to how Chelmsford Public Schools sets their goals. This topic will be discussed in further detail at a subsequent School Committee meeting.
8. FY21 Superintendent Goals
 - a. Consideration of this topic was postponed until a subsequent School Committee meeting.
9. FY21 District Calendar
 - a. This item was considered immediately after the Reopening Taskforce Update. The Committee reviewed and revised the school year 2020-21 calendar, to correct the previous omission of the holidays Diwali, Chinese New Year, and Ramadan.
 - i. Silvia Nersessian motioned to approve the FY21 District calendar as presented and edited, Meredith Gerson seconded.

1. ROLL CALL VOTE
 - a. Meredith Gerson: Aye
 - b. Maggie Helon: Aye
 - c. Lisa Kouchakdjian: Aye
 - d. Silvia Nerssessian: Aye
 - i. **VOTE: 4-0.** Motion carries.

10. Adjournment

- a. Silvia Nerssessian motioned to adjourn at 1:02 PM., Meredith Gerson seconded.

- i. ROLL CALL VOTE
 1. Meredith Gerson: Aye
 2. Maggie Helon: Aye
 3. Lisa Kouchakdjian: Aye
 4. Silvia Nerssessian: Aye
 - a. **VOTE:4-0.** Motion carries.

Respectfully Submitted,
Justin Dulak

Documents Reviewed During the July 10, 2020 School Committee Meeting

1. Superintendent's Reopening Task Force Update, July 10, 2020 Presentation
2. Comprehensive Special Education Guidance for the 2020-21 School Year Cover Letter
3. Guidance on Fall 2020 Special Education Services
4. SPS Remote Learning Survey Results: Family and Student Surveys, Spring 2020
DRAFT
5. FY21 Preliminary Update (Budget)
6. FY20 SPS Year-to-Date Budget, June 30, 2020
7. 2019-2020 School Year Bus Registration Fees (Summary by Registration Type)
8. 2019-2020 School Committee Goals
9. Chelmsford School Committee and Superintendent Goals 2019-2020
10. Chelmsford School Committee Goals 2019-2020 Mid-year Review
11. SPS 2020-21 School Year Calendar 07/08/20