

Sudbury School Committee  
Meeting Minutes  
June 29, 2020  
Virtual Meeting

**Members Present:**

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

**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 6:35 PM.

Special Matters

a. COVID-19

i. State and DESE Updates

1. Superintendent Brad Crozier discussed the initial DESE guidance, which prioritizes full time in-person learning. He noted that DESE's minimum threshold for physical distancing was reduced to 3 feet when wearing a mask, and that 'mask free breaks' may have an impact on student learning time.
2. Superintendent Crozier discussed the requirements for three plans: in person learning, remote learning, and hybrid learning. He anticipates receiving a checklist from DESE that will provide guidelines for in-person learning and spacing.
3. Students will likely be in "cohorts" where they will stay in specific spaces and limit cross exposure. Medical information provided indicated that SPS students would likely not be high spreaders and would have milder symptoms, if they were to have COVID. Accommodations for students and staff with health concerns were discussed.

4. Superintendent Crozier noted that there was either no or minimal guidance on specialists, transportation, athletics, students activities, band/chorus, and academic calendar policies.
  5. Committee questions centered on face covering guidance timing, what constitutes a face covering, summer PD, space assessment timing, special needs summer programming, DESE approval of summer programming, distancing of lower grades and potential for hybrid requirements, students who were negatively impacted by remote learning outside of the special needs population, in-person learning for high needs students, teacher training for summer programming, potential for in-home programming, student exemptions from masks and how families can qualify, provision of specialty facial coverings, and administrative backlog for special needs assessments.
- ii. Update on Superintendent's Taskforce
    1. Superintendent Crozier indicated that the teaching and learning team was split into two subgroups: one for all students, and another for special populations. This will add additional members to the taskforce for the special populations subgroup. The next task force meeting is July 13th, but subgroups have been meeting separately.
    2. Committee questions centered on whether the task force would manage the modeling for scenarios, what special populations encompasses, collaboration with LS for hybrid learning scenarios, survey results, and purpose of staff surveys.

#### Public Comment

- b. Kay Bell of Old Lancaster Road spoke to the committee regarding accessibility for the special needs community.
- c. Monica Rogan of Goodnow Road spoke to the committee regarding agility of transitions between learning methods, strategies for e-learning, and communication.

#### Educational Matters

- d. District Reports
  - i. Business and Finance Director's Report
    1. Business and Finance Director Don Sawyer discussed the close of the FY20 fiscal year and opening of the FY21 year.
    2. Committee questions centered on FY20 reallocations, how savings will be reflected, and the Corona Virus Relief Fund.
  - ii. Assistant Superintendent's Report
    1. Assistant Superintendent Kim Swain updated the committee on the Sudbury Students resource availability, which includes access to device loaners for summer. She also indicated that her team is

working on 38 different projects with 72 staffers, and over 100 staff enrolled in summer learning.

2. METCO allocations of chromebooks have been approved, which will allow 1:1 devices for all METCO students to the kindergarten level.
- iii. Superintendent's Report
1. Superintendent Crozier participated in a panel on race and discussed what Sudbury is doing on an elementary and middle school level around race.
  2. Superintendent Draft Area Goals FY21
    - a. Superintendent Brad Crozier led the Committee in an introductory discussion of his goals for FY21. Areas where Superintendent Crozier intends to focus in the coming year include:
      - i. District Improvement: specifically looking at the curriculum is addressing equity and racism
      - ii. Professional Practice: to continue to getting more comfortable talking about race and racism, with a focus on the effects of privilege
      - iii. Student Learning: examining multi-tiered systems to support and benchmark students through the remote learning period, with special attention paid to to helping students with learning gaps meet state and district desired outcomes
    - b. Reflecting on the Committee's evaluations of his FY20 performance, Superintendent Crozier also expressed a desire to maintain goals on communications, business and operations, and community engagement, respectively, but he has yet to set a specific target for each of those areas.
    - c. Superintendent Crozier's goals will be finalized at the upcoming July meeting, and he invites School Committee feedback on these draft goals between now and then.
    - d. In subsequent discussion, the Committee expressed appreciation for the recent forum on race and safety.

#### Business and Policy Matters

- e. Superintendent Evaluation FY20
  - i. The School Committee presented the summative report for Superintendent Crozier. Focus areas discussed were instruction, human resources management, engagement, and communication. Superintendent Crozier received a finding of proficient in this evaluation.

The Committee cited Superintendent Crozier's areas for growth as including instruction and communication.

- ii. The Committee noted that the remote learning of this year was impactful on accomplishment of goals.
- iii. The Committee discussed potential changes and updates to the review process for next year.
- iv. Meredith Gerson motioned to accept the Superintendent Evaluation for FY20, Silvia Nerssessian 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.

f. School Committee FY21 Meeting Schedule

- i. The School Committee finalized their 2021 meeting schedule, including additional meetings throughout the summer. Topics of discussion included scheduling professional development, timing of meetings, restricting meetings to 2 hours or less for concision, and dates and timing of the Boston meeting.

- 1. Silvia Nerssessian motioned to approve the School Committee Meeting Schedule for FY2021 as amended, Meredith Gerson seconded.

a. ROLL CALL VOTE

- i. Meredith Gerson: Aye
- ii. Maggie Helon: Aye
- iii. Lisa Kouchakdjian: Aye
- iv. Silvia Nerssessian: Aye

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

g. MASC Resolutions

i. COVID-19 State Funding

- 1. The Committee discussed the MASC resolution regarding unfunded state mandates for COVID-19 and a request for full funding from the state.
- 2. Silvia Nerssessian motioned to approve the resolution on COVID-19 state funding, Meredith Gerson seconded.

a. ROLL CALL VOTE

- i. Meredith Gerson: Aye
- ii. Maggie Helon: Aye
- iii. Lisa Kouchakdjian: Aye
- iv. Silvia Nerssessian: Aye

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

- ii. Anti-Racism Resolution
  - 1. The School Committee discussed the MASC school committee anti-racism resolution, which includes student's rights, professional development, hiring and retention, and policy examination.
  - 2. Maggie Helon motioned to approve the anti-racism resolution, Meredith Gerson seconded.
    - a. ROLL CALL VOTE
      - i. Meredith Gerson: Aye
      - ii. Maggie Helon: Aye
      - iii. Lisa Kouchakdjian: Aye
      - iv. Silvia Nerssessian: Aye
- h. Liaison Reports
  - i. The Committee discussed future updates on the Finance Committee meeting that occurred concurrently with the school committee. They noted that a date had not yet been set for the next Town meeting. Also mentioned was the Fairbank Working Group meeting that occurred in early June and was attended by Silvia Nerssessian and Superintendent Crozier. The Loring PTO was recognized with the Parents as Library Supporters (PALS) award. The Committee also recognized the teachers, administration, and police department for their hard work in the moving on ceremonies.
- i. Future Agenda Items
  - i. The Committee discussed how to organize and be informed about bills related to COVID-19.
- j. Minutes
  - i. The School Committee reviewed and revised minutes from the June 10, 2020 meeting.
    - 1. Silvia Nerssessian motioned to approve the meeting minutes from June 10, 2020, as amended, Meredith Gerson seconded.
      - a. ROLL CALL VOTE
        - i. Meredith Gerson: Aye
        - ii. Maggie Helon: Aye
        - iii. Lisa Kouchakdjian: Aye
        - iv. Silvia Nerssessian: Aye
      - 1. VOTE: 4-0.** Motion carries.
  - ii. The School Committee reviewed and revised minutes from the June 17, 2020 meeting.
    - 1. Silvia Nerssessian motioned to approve the meeting minutes from June 17, 2020, as amended, Meredith Gerson seconded.
      - a. ROLL CALL VOTE
        - i. Meredith Gerson: Aye
        - ii. Maggie Helon: Aye

- iii. Lisa Kouchakdjian: Aye
- iv. Silvia Nerssessian: Aye
- 1. **VOTE: 4-0.** Motion carries.

Adjournment

- k. Silvia Nerssessian motioned to adjourn at 9:36 PM., Maggie Helon 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 June 29, 2020 School Committee Meeting**

- 1. DESE Guidance on Summer 2020 Special Education Services
- 2. DESE Initial Fall Reopening Guidance
- 3. End of Cycle Summative Evaluation Report: Superintendent (Christine Hogan)
- 4. End of Cycle Summative Evaluation Report: Superintendent (Margaret Helon)
- 5. End of Cycle Summative Evaluation Report: Superintendent (Lisa Kouchakdjian)
- 6. End of Cycle Summative Evaluation Report: Superintendent (Meredith Gerson)
- 7. End of Cycle Summative Evaluation Report: Superintendent (Silvia Nerssessian)
- 8. End of Cycle Summative Evaluation Report: Superintendent (School Committee)
- 9. School Committee Meeting Schedule FY21 Draft
- 10. Resolution: COVID-19 State Funding
- 11. School Committee Anti-Racism Resolution
- 12. School Committee Meeting Minutes Draft, June 10, 2020
- 13. School Committee Meeting Minutes Draft, June 17, 2020