

Sudbury School Committee  
Meeting Minutes  
May 4, 2020  
Virtual Meeting

**Members Present:**

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

**Also Present:**

Brad Crozier, Superintendent  
Don Sawyer, Director of Business and Finance  
Kim Swain, Assistant Superintendent  
Melissa Morabito, SEA President  
Abbey Salon, SEA Representative

**Regular Session Meeting**

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

1. Special Matters
  - a. Covid-19 Update
    - i. Response to DESE Guidance from April 24, 2020
      1. Superintendent Brad Crozier provided the Committee with an update on Sudbury's approach to the DESE guidance for student/teacher interactions and prerequisite skills. Assistant Superintendent Kim Swain described the curriculum team's efforts to meet, and in some cases exceed, all DESE prerequisite standards.
      2. Subsequent Committee questions centered on: social-emotional learning; touchpoint engagement strategies and information gathering; student virtual attendance and participation, soliciting parent and student feedback; virtual engagement frequency and format; year-end wrap-up; and formats for potential future remote learning.
    - ii. FY21 Budget Pressures
      1. Superintendent Crozier reviewed potential budget pressures for FY21, noting that future DESE and state mandates could create large variables and fluctuations, including:

- a. Transportation- Future guidelines could require more buses with fewer students seated further apart.
  - b. Technology- The 1:1 Chromebook program could be expanded down to the grade 2 level.
  - c. Custodial- With stricter protocols and increased cleaning needs, the district could require two more full-time custodians to float between buildings.
  - d. Personal Protective Equipment- The district's obligation for providing masks, frequency of masks, etc, is not yet understood.
  - e. Building modifications - Schools may need physical modifications to enforce social distancing, including reconfiguring classrooms and lunch areas.
  - f. Health Services- Physical and Mental health services may need to increase, particularly for students with COVID-related mental health trauma.
- 2. Superintendent Crozier noted that a task force has been formed that will gather guidelines from the state.
- 3. Superintendent Crozier fielded questions from the committee focused on: potential budget saving reallocation from FY20 to FY21; prioritization of future budget dollars; partnership opportunities with the town on COVID initiatives; enrichment programming; changing hands-on activity styles; town awareness of budget stressors; and PPE information outreach to families.

## 2. Public Comment

- a. None

## 3. Educational Matters

### a. Districts Reports

#### i. SEA

- 1. SEA Representative Abbey Salon recognized education support professionals and specialist teachers as they work to engage students with 1:1 private sessions, academic support, pop-in class visits, and creating appealing opportunities for young learners.

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

- 1. Business and Finance Director Don Sawyer reported to the Committee regarding potential FEMA reimbursement funds that SPS may qualify for. Mr. Sawyer also reported on various town and statewide meetings that would impact the school budget and modelling of "One-Twelfth" month-to-month budgeting scenarios for cash flow. Mr. Sawyer noted that he is preparing a forecast scenario for the committee in anticipation of the year-end. Mr.

Sawyer answered a question on forecast timing and noted that he hopes to have a forecast available by the next committee meeting.

iii. Assistant Superintendent's Report

1. Assistant Superintendent Kim Swain reported to the Committee to recognize and express gratitude for the teachers and support staff during teacher appreciation week, further extending that appreciation to parents and broader family during this time of remote learning.

iv. Superintendent's Report

1. Superintendent Crozier reported to the Committee, noting that he had visited team meetings at different grade levels.
2. Superintendent Crozier is looking at opportunities to end the year in a positive way, particularly for transitions. Also engaged in these efforts are the school principals, the PTOs, and the Health Department.
3. Following Mr. Crozier's report, the Committee discussed the topic of a Boston School Committee resolution that was passed to request that the federal government increase funding to school districts. This topic may be discussed again at a later date.

4. Business and Policy Matters

a. FY21 School Calendar

- i. The Committee reviewed and revised the school calendar for the 2020-2021 School Year. Discussion centered on inclusion of the new Marathon Monday in September, how to schedule the parent-teacher conference day in December, alignment with the Lincoln Sudbury calendar, and the best day on which to end the school year. The calendar will be discussed again during the May 18th meeting.

b. School Committee Handbook

- i. The Committee will review a clean copy of the draft with included hyperlinks for the next meeting.

c. Liaison Reports

- i. Silvia Nerssessionian reported that the Town Manager's presentation on capital adjustments did not impact the school's requests in material ways, and all health and safety items are still included.

d. Minutes

- i. The School Committee reviewed and revised minutes from the April 27, 2020 meeting.
  1. Silvia Nerssessionian motioned to approve the meeting minutes from April 27, 2020, as presented, Christine Hogan seconded.

a. ROLL CALL VOTE

- i. Meredith Gerson: Aye
- ii. Maggie Helon: Aye
- iii. Christine Hogan: Aye

iv. Lisa Kouchakdjian: Aye

v. Silvia Nerssessionian: Aye

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

5. Adjournment

a. Christine Hogan motioned to adjourn at 8:37 PM., Silvia Nerssessionian seconded.

i. ROLL CALL VOTE

1. Meredith Gerson: Aye

2. Maggie Helon: Aye

3. Christine Hogan: Aye

4. Lisa Kouchakdjian: Aye

5. Silvia Nerssessionian: Aye

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

Respectfully Submitted,

Justin Dulak

**Documents Reviewed During the May 4, 2020 School Committee Meeting**

1. SPS 2020-2021 School Year Calendar DRAFT

2. SPS School Committee Handbook Draft 3

3. School Committee Meeting Minutes Draft, April 27, 2020