

Sudbury School Committee
Meeting Minutes
July 20, 2020
Virtual Meeting

Members Present:

Lisa Kouchakdjian, Chair
Silvia Nersessian, 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
Melissa Morabito, SEA President

Regular Session Meeting

Chair Lisa Kouchakdjian opened the meeting at 7:05 PM.

1. COVID-19 Update
 - a. COVID-19 Response Update
 - i. Bill Murphy, Sudbury Health Department Director, provided an update on the community's response to COVID-19. Joining Mr. Murphy were Dr. Peter Hoenig, RN Carol Bradford, and Public Health Nurse Phyllis Schilp.
 1. Dr. Hoenig noted the importance of keeping communications channels open between the Board of Health and the public schools, before informing the Committee of how Emerson Hospital managed to treat multiple COVID-19 patients without seeing a single infection amongst the hospital's staff.
 2. Ms. Schilp told the Committee about the relationships she's developed with the SPS School Nurses, noting that they have all been participating in professional training over the summer months. Ms. Schilp also informed the Committee that the number of COVID-19 cases have been trending downward from a springtime peak.

3. Ms. Bradford also spoke to the collaboration between the Board of Health and the Sudbury Public Schools, and listed several of the trainings school nurses have undertaken since the start of the pandemic.
 - ii. Questions from the Committee centered on whether the Board of Health will require inspections of the schools prior to their reopening this fall and what the Board's dialogue with the school is like; if the Board will manage contact tracing when/if a COVID-19 case is identified in SPS; what supports have been implemented by the Town to support the Board of Health and if it will be sufficient to effectively manage a contact tracing program once the school nurses return to their schools in the fall; what are the three most important factors in reopening schools safely; when another COVID-19 infection rate surge may occur; would the Board of Health recommend that families closely monitor their health in the days immediately preceding the start of school; if teachers need to wear masks the entire time they speak/teach; will the cleaning protocols ensure that classroom are sufficiently disinfected between student cohorts; how faceshields compare to masks; the importance of air quality and circulation within buildings; and what mosquito control efforts are underway and how that impacts the ability to have students outdoors.
 - iii. Superintendent's COVID Update
 1. Superintendent Brad Crozier informed the Committee that the working groups of the Reopening Taskforce are continuing to meet and making progress on finding ways to minimize risk in each of the reopening options.
 2. Superintendent Crozier also explained to the Committee that the District is working with HVAC consultant BLW Engineers to evaluate the functionality of the systems throughout SPS and make COVID-related recommendations. Any results will be reported to the School Committee during a meeting, and the cost of the study will be shared with the Town.
 3. Superintendent Crozier reported that he is working with Facilities Director Bill Barletta to study the best methods and products to use to clean the SPS buildings, and will bring final details to the Committee on these subjects at a later date.
 - a. Questions/comments from the Committee on HVAC and/or cleaning issues focused on: how quickly these evaluations can be done.
 - iv. Parent Survey Results
 1. Superintendent Crozier provided the Committee with a "high level" review of the parent survey that will close on July 21, 2020. The preferred hybrid model of parents is alternating days, ABABAB. 69% of parents indicated they would send their children for

in-person learning, 4% would not send their students, and the remainder are “maybes”. Less 5% of parents indicated they want their children on different schedule; 30% of parents said they would use SPS transportation; 23% reported needing before/after school childcare; and 29% reported needing childcare on remote learning days. Superintendent Crozier and the administration will do a deeper dive into the data once the survey closes and create a narrative from it. A third survey will also be conducted prior to the start of school.

- a. Questions/comments from the Committee included: if a hybrid model with a different schedule than those presented in the survey could be implemented; when a hybrid model could be announced; how the percent of families indicating they will use transportation compares to the percentage of families who typically use transportation; when the Committee can expect to receive a report on the progress of the working groups; what exactly DESE is expecting to receive on July 31st; and the possibility of assembling a joint statement on COVID with other town boards and committees.

2. Public Comment

- a. Karen Lynch of 31 Old Meadow Road inquired about the ability of students who begin the year in full remote to rejoin the classroom later in the year. Superintendent Crozier confirmed that this would be possible.

3. Educational Matters

- a. SEA Report
 - i. SEA President Melissa Morabito two statements from the SEA staff. The first in regards to how the remote learning environment was developed and operated in the spring; the second about all the work being done by staff members over the summer and how teachers are preparing for the year ahead.
- b. Business and Finance Director’s Report
 - i. Business and Finance Director Don Sawyer reported to the Committee that he will be attending a meeting with the offices of the attorney general and inspector general regarding procurement laws in the current pandemic environment.
 - ii. Mr. Sawyer also updated the Committee on the status of the Coronavirus Relief grant. This grant would promise the District \$225 per student, and is directed toward assisting with the reopening of schools.
- c. Assistant Superintendent’s Report
 - i. Assistant Superintendent Kim Swain reported to the Committee that she recently wrapped up meeting with 39 teachers to discuss exactly what a day in a fully remote learning environment would look like.

- ii. Ms. Swain also informed the Committee that summer curriculum development work is continuing apace, with over 100 educators and administrators working through the summer.
 - d. Superintendent's Report
 - i. Superintendent Brad Crozier reported a staff survey will be going out soon to help with the development and rollout of the reopening plans.
 - ii. Superintendent Crozier also informed the Committee that he and the new Town Manager, Henry Hayes, recently completed a tour of all five schools. Along the way, they discussed upgrades completed and desired, how social distancing will work in the schools and more.
 - 1. Subsequent questions from the Committee focused on: any facilities changes Superintendent Crozier noticed that would need to be made in order to open schools safely; whether any capital requests are still on schedule.
- 4. Business and Policy Matters
 - a. FY21 School Committee Goals
 - i. The Committee reviewed its goals from FY20 in anticipation of setting new goals for FY21.
 - 1. Policy: The Committee agreed to continue its work on policy, though potentially with a new focus on equity.
 - 2. SPS Administrative Offices: The Committee agreed that this goal, as written, was accomplished. It will be removed from consideration and possibly replaced with a goal centered on student achievement.
 - 3. Equity: The Committee agreed to maintain an equity-focused goal in FY21, and to be more explicit when writing the goal, with specific actions listed. The possibility of bringing in a grant-funded guest speaker on racial equity was discussed, as was coordinating some efforts on this front with Lincoln Public Schools and Lincoln-Sudbury Regional High School.
 - ii. The Committee discussed draft language for a student achievement goal for FY21, as well as the possibility of adding a communications goal.
 - b. FY21 Superintendent Goals
 - i. Superintendent Crozier began a discussion of his FY21 goals by noting a desire to align his goals with those of the Committee. Superintendent Crozier intends to craft a district goal around equity, and will pursue this goal by engaging stakeholders in the development of an equity statement; by focusing teacher professional development opportunities on equity; and by assessing the remote and hybrid learning formats through a lens of equity.
 - ii. Superintendent Crozier's student learning goal will be to assess, monitor, and address the impacts of the school closure period on student achievement. Action items for this goal include working with the data team

- to review assessments in the fall to replace the data lost when the spring 2020 MCAS was cancelled; identify strategies to address some of the unfinished learning and close learning gaps created by the school closures.
- iii. Superintendent Crozier's professional practice goal will be to increase his understanding of racism and discrimination. Key steps will be to participate in PD from MASS and other organizations; support action planning measures proposed by the Equity Committee; participate in the SALT book group on racism; and allocate resources to ensure that staff may attend IDEAS courses.
 - iv. After Superintendent Crozier laid out his goals, the Committee discussed what evidence may be presented of Mr. Crozier's progress toward his goals.
- c. Liaison Reports
- i. Silvia Nerssessian reported that there will be a virtual tour of the Fairbank building in August.
- d. Future Agenda Items
- i. Additional meeting planning
- e. Minutes
- i. The School Committee reviewed and revised minutes from the June 1, 2020 meeting.
 - 1. Silvia Nerssessian motioned to approve the meeting minutes from June 1, 2020, as edited, Maggie Helon 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 29, 2020 meeting.
 - 1. Silvia Nerssessian motioned to approve the meeting minutes from June 29, 2020, as edited, 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.
 - iii. The School Committee reviewed and revised minutes from the July 10, 2020 meeting.
 - 1. Silvia Nerssessian motioned to approve the meeting minutes from July 10, 2020, as edited, 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.

5. Adjournment

a. Maggie Helon motioned to adjourn at 9:38 PM., Silvia Nerssessian 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 20, 2020 School Committee Meeting

- 1. 2019-2020 School Committee Goals
- 2. Chelmsford School Committee and Superintendent Goals 2019-2020
- 3. Chelmsford School Committee Goals 2019-20 Mid-year Review
- 4. School Committee Meeting Minutes Draft, June 10, 2020
- 5. School Committee Meeting Minutes Draft, June 29, 2020
- 6. School Committee Meeting Minutes Draft, July 10, 2020