

Sudbury School Committee  
Meeting Minutes  
October 5, 2020  
Virtual Meeting

**Members Present:**

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

**Members Absent:**

None

**Also Present:**

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

**Regular Session Meeting**

Chair Silvia Nerssessian opened the meeting at 6:00 PM.

1. Executive Session

- a. Chair Silvia Nerssessian performed a roll call and made an announcement that the session is being recorded, shared live for the public to see and hear and there should be no expected right to privacy, as this is a public forum. Silvia Nerssessian, Meredith Gerson, Lisa Kouchakdjian, and Sarah Troiano all affirmed in the positive.
- b. Silvia Nerssessian motioned to enter executive session pursuant to Massachusetts General Laws Chapter 30A, Section 21(a) for the following reasons:
  - i. Purpose (3) to discuss strategy with respect to and in preparation for collective bargaining with the Sudbury Education Association and the Nurses' Association, because an open discussion may have a detrimental effect on the bargaining position of the Committee; and
  - ii. Purpose (7) to review and approve minutes from the following Sudbury School Committee executive session meetings: September 2, 2020; September 10, 2020; September 14, 2020; September 29, 2020; and

October 5, 2020; and to return to open session. Meredith Gerson seconded.

1. ROLL CALL VOTE

- a. Meredith Gerson: Aye
- b. Lisa Kouchakdjian: Aye
- c. Silvia Nerssessian: Aye
- d. Sarah Troiano: Aye

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

2. Committee Reconvened into Open Session

a. Open Session Reconvened at 7:01 PM

- i. Chair Silvia Nerssesian performed a roll call and made an announcement that the session is being recorded, shared live for the public to see and hear and there should be no expected right to privacy, as this is a public forum. All five members were present and affirmed in the positive.

3. Special Matters

a. School Reopening Update

- i. Superintendent Crozier informed the committee that the parent survey is open until 10/13, and that the data has been trending very positive. Results will be discussed at the next school committee meeting. A staff survey will also be conducted, and a student survey will occur in November. Trends will be assessed across all three surveys.
- ii. Superintendent Crozier is continuing to partner with the Board of Health. Sudbury COVID rates remain low, although the state has seen marked increases.
- iii. Committee questions centered around learning for quarantined students, student survey result sharing plan, and updates on actions taken within the district.

2. Public Comment

a. None

3. Educational Matters

a. District Reports

i. SEA Report

- 1. SEA President Melissa Morabito spoke to the committee regarding staff efforts during the Covid 19 pandemic to support student learning and support social emotional learning across multiple different platforms.

ii. Business and Finance Director's Report

- 1. Business and Finance Director Don Sawyer reported to the Committee on preparations for the FY22 budget and the forecast for this year.
- 2. Committee questions centered on capital needs for next year, COVID spending updates with funding sources, and clarity around shift between headcount distribution.

- iii. Assistant Superintendent's Report
  - 1. Assistant Superintendent Kim Swain updated the Committee on the Virtual Back to School Night. The teachers and administrators are working on 'virtual welcomes' which will be accessible until 10/13 and will feature translation options.
  - 2. Ms. Swain noted that the Equity Committee is meeting and will discuss the Policy Review for the School Committee, the equity statement, professional development, and action planning.
- iv. Superintendent's Report
  - 1. Superintendent Brad Crozier informed the Committee that the Parent Information Exchange (PIE) occurred, where some parent questions were answered. Future PIE meetings will have parent questions and the answers posted online for those who could not attend. Attendance was robust in comparison to previous years due to the virtual format.
  - 2. Superintendent Crozier informed the Committee that EDCO nominated an Interim Executive Director, Cindy Taymor. A search process for a new executive director will begin at a future date.
  - 3. Committee questions centered on the number of PIE meetings, PIE Q&A update location on the website, and sending reminder emails before each PIE.
- 4. Business and Policy Matters
  - a. FY22 Budget Process and Timeline
    - i. Superintendent Crozier noted that budgeting begins with enrollment projections, which drives student programs and needs for staffing. Superintendent Crozier then walked the committee step by step through budget dates, noting that the strategic plan initiatives may impact the FY22 budget and should be discussed early. The Committee agreed upon the proposed dates.
    - ii. Committee questions centered on timing of meetings and community involvement.
  - b. FY21 Budget Book Review and Feedback
    - i. The Committee reviewed the FY21 Budget Book, offering feedback, edits and improvements.
      - 1. Some suggestions included data on average class size, inclusion of standardized test scores, district goals and costs, importance of the year in review section, presenting data by schools versus by district, areas of support, use as an educational tool, needs coming down the pipeline, keeping historical data in budget book, trending of grant and state funding, and data on revolving fund history.
  - c. School Committee Protocols Review

- i. The Committee discussed the Protocols document and edited where appropriate.
  - d. Liaison Reports
    - i. The Select Board is putting together a Race Equity and Inclusion Commission, with some goals that involve the schools. Once this is finalized, the Committee will discuss.
    - ii. MASC put out a schedule of afternoon sessions, which the Committee is encouraged to join.
    - iii. The Loring Playground Committee and Transportation Committee have both met recently. The Transportation Committee has had 27 people sign up for taxi service and six wheelchair rides.
  - e. Minutes
    - i. The School Committee reviewed and revised minutes from the September 14, 2020 meeting.
      - 1. Meredith Gerson motioned to approve the meeting minutes from September 14, 2020, as edited, Lisa Kouchakdjian seconded.
        - a. ROLL CALL VOTE
          - i. Meredith Gerson: Aye
          - ii. Maggie Helon: Aye
          - iii. Lisa Kouchakdjian: Aye
          - iv. Silvia Nerssessian: Aye
          - v. Sarah Troiano: Aye

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

#### Adjournment

- f. Sarah Troiano motioned to adjourn at 8:25 PM., Lisa Kouchakdjian seconded.
    - i. ROLL CALL VOTE
      - 1. Meredith Gerson: Aye
      - 2. Maggie Helon: Aye
      - 3. Lisa Kouchakdjian: Aye
      - 4. Silvia Nerssessian: Aye
      - 5. Sarah Troiano: Aye
- a. VOTE: 5-0.** Motion carries.

Respectfully Submitted,  
Justin Dulak

#### **Documents Reviewed During the October 5, 2020 School Committee Meeting**

1. SPS School Committee FY22 Budget Timeline
2. Sudbury Public Schools Budget Book: Superintendent's Recommended Budget, February 2020
3. School Committee Protocols
4. School Committee Meeting Minutes Draft, September 14, 2020