

Sudbury School Committee
Meeting Minutes
September 14, 2020
Virtual Meeting

Members Present:

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

Members Absent:

None

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 6:04 PM.

1. Executive Session
 - a. Lisa Kouchakdjian motioned to enter Executive Session to discuss contract negotiations with union personnel, as to do so in open session would be detrimental to the District; and to review and approve Executive Session Minutes; and to return to Open Session, Silvia Nerssessian 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.
2. Special Matters
 - a. Return from Executive Session
 - i. Chair Lisa Kouchakdjian announced the Committee's return from Executive Session at 7:32 P.M.
 - b. Recognition of School Committee Member Christine Hogan

- i. The School Committee recognized the service of former Member and Chair Christine Hogan, a part of the Committee for the previous six years.
 - c. Welcome of New School Committee Member Sarah Troiano
 - i. The School Committee welcomed new Member Sarah Troiano, who was sworn in following the previous Saturday's Town Meeting.
 - d. Covid-19/School Reopening Update
 - i. Superintendent Brad Crozier reminded the Committee that the following morning would be the first day of the new school year, complete with in-person attendance by the first cohort of students. Mr. Crozier thanked the teachers and principals for their efforts over the previous two weeks of preparation.
 - ii. The first week of school will follow a cohort schedule of B-A-A-B, which is different from the A-B-full remote-A-B pattern of a typical week.
 - iii. Mr. Crozier also discussed his recent decision to maintain a hybrid format, despite the event in the community that led to Lincoln-Sudbury Regional High School moving to a full-remote model to start the year.
 - iv. Mr. Crozier updated the Committee on the performance of the third-party night cleaning service that began servicing SPS buildings on August 31st.
 - v. Mr. Crozier informed the Committee of other events that have been occurring ahead of the start of school, including: kindergarten welcomes, remote learning materials distribution, METCO Virtual Back-to-School, and evaluations and screenings.
2. Public Comment
- a. Suzie Kornblum, from Sudbury Extended Day (SED), thanked the School Committee, administration, and school staffs for all their hard work getting schools reopened.
3. Educational Matters
- a. District Reports
 - i. SEA Report
 - 1. None
 - ii. Business and Finance Director's Report
 - 1. Business and Finance Director Don Sawyer began his report with a discussion about the work his department has done to prepare for students' transportation needs. Delays are to be expected at the start of the year, due to pandemic restrictions, new drivers, new school start times, and the fact that LS will not be in session for SPS students' first day.
 - 2. Mr. Sawyer updated the Committee on grants and COVID-related funding sources. Upon questioning from the Committee, Mr. Sawyer also discussed expectations for Chapter 70 and circuit-breaker funding. Mr. Sawyer also informed the Committee that FEMA reimbursement rules have changed, and such

purchases as personal protective equipment are now considered “operational,” and thus not eligible for reimbursement.

iii. Assistant Superintendent’s Report

1. Assistant Superintendent Kim Swain thanked the SPS educators for ten days of professional development and preparation ahead of the first day of school.
2. Ms. Swain also reminded parents to complete their digital back-to-school paperwork.
3. Ms. Swain informed the Committee that the district was able to deploy Chromebooks to all students in grades 2-8.
4. Ms. Swain reminded families to read the “Getting Started with Online Resources from Home” document the district recently shared.
 - a. Questions from the Committee focused on when family and student trainings will occur and how that information is being advertised;

iv. Superintendent’s Report

1. Superintendent Crozier began by thanking the community for passing the school budget and voting to fund the Loring playground at a cost of \$71,000.
2. Mr. Crozier informed the Committee that he recently visited the bus yard and met the new dispatcher hired by First Student, Inc.
3. Mr. Crozier informed the Committee that the Director of the EDCO Collaborative has resigned, and a transition committee is being formed to find a replacement.
4. Mr. Crozier explained that members of the administrative leadership team will be visiting each of the schools to assist with drop-off and pick up on the first day of school.
5. Mr. Crozier informed the Committee that a portion of the ESSER grant funds were allocated toward the purchase of Lexia software. ESSER grant funds were also used to purchase at-home math supplies for students.

4. Business and Policy Matters

a. School Committee Reorganization

i. Select Chair and Vice Chair for 2020-2021

1. Pursuant to the requirement set forth in School Committee Policy BDA, the School Committee discussed who should fill the roles of Chair and Vice Chair, respectively, for the 2020-2021 school year.
 - a. Meredith Gerson motioned to appoint Silvia Nersessian as School Committee Chair for the 2020-2021 school year, 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.

- b. Maggie Helon motioned to appoint Meredith Gerson as School Committee Vice Chair for the 2020-2021 school year, 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

- ii. Following the election of the Chair and Vice Chair, the Committee discussed liaison and other official role appointments for the coming school year. The full list of assignments will be posted on the School Committee page of the SPS website.

1. Lisa Kouchakdjian motioned to approve the FY21 School Committee Liaison and Responsibilities Assignments as discussed, Maggie Helon 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

- b. School Committee Goals for FY21

- i. The Committee reviewed and revised the latest draft of the School Committee's SMART Goals for FY21. The final version of these goals will be posted to the School Committee's page on the SPS website.

1. Lisa Kouchakdjian motioned to approve the School Committee Goals for FY21, Sarah Troiano 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

- c. Superintendent's Goals for FY21
 - i. Superintendent Crozier led the Committee in a review of his goals for FY21.
 - 1. The first Superintendent's Goal is related to improving educational equity in the district, and the Committee requested more information on what data will be used as evidence and when it will be made available to the Committee.
 - 2. In regards to Superintendent Crozier's second goal, related to student achievement, the Committee discussed what was meant by the phrase "learning impacts"; which students the goal will focus on; and adding more detail to the evidence that will be presented.
 - 3. Discussion about Superintendent's professional practice goal centered on what workshops Superintendent Crozier can/will attend to meet this goal; what evidence will be presented; and how the book group mentioned in the goal is run.
 - ii. Another draft of these goals, incorporating the School Committee's feedback, will be presented at the next School Committee meeting.
- d. Tri-District Meeting Update
 - i. The Committee discussed details of an upcoming Tri-District meeting with the School Committees for Lincoln Public Schools and Lincoln-Sudbury Regional High School. Lisa Kouchakdjian is working with members of those Committees to coordinate a date and schedule a guest speaker. The proposed theme for the meeting is combating systemic racism. This speaker is being funded by a grant from the Sudbury Foundation.
- e. Policy Manual Updates
 - i. The Committee reviewed several additions and revisions to its Policy Manual. The basis of the changes were recommendations made by MASC, with some linguistic alterations made by the SPS School Committee Policy Subcommittee.
 - 1. Policy BEDH: Public Comment at School Committee Meetings
 - a. The Committee discussed how long the public comment period should last; whether to maintain the proposed language allowing the chair to extend a speaker's time beyond three minutes in "extenuating circumstances"; what language should be included on agendas to support the new policy; and privacy concerns related to the requirement that speakers provide an address prior to issuing their comment.
 - 2. Policy JFABE: Educational Opportunities for Military Children
 - a. This is a new policy for the SPS Policy Manual, and will require relisting the existing Policy JFABE. This latter topic

will be added to the agenda for the next School Committee meeting.

- i. Meredith Gerson motioned to adopt Policy JFABE: Educational Opportunities for Military Children as presented, Maggie Helon seconded.

1. ROLL CALL VOTE

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

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

3. Policy EBCFA: Face Coverings

- a. This is another new policy for the SPS Policy Manual, suggested for adoption by the MASC.

- i. Meredith Gerson motioned to adopt Policy EBCFA: Face Coverings as presented, Maggie Helon seconded.

1. ROLL CALL VOTE

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

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

4. Policy JFABF: Educational Opportunities for Children in Foster Care

- a. This is another new policy for the SPS Policy Manual, suggested for adoption by the MASC.

- i. Meredith Gerson motioned to adopt Policy JFABF: Educational Opportunities for Children in Foster Care as revised, Maggie Helon seconded.

1. ROLL CALL VOTE

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

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

f. Approve Memorandum of Agreement with Custodial Union

- i. The Committee did not discuss this item.

g. 2020-2021 School Year Calendar

- i. The School Committee reviewed a revised calendar for school year 2020-2021. This new version lists holidays and major school events on a separate page and includes highlighting indicative of which cohort will be attending in-person classes that day. This calendar also balances the difference in in-person learning days for the two cohorts by shifting one of the professional development days. It also adjusts the schedule for the last week of school.
 - 1. Lisa Kouchakdjian motioned to approve the revised calendar for school year 2020-2021, Sarah Troiano 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
- h. Liaison Reports
 - i. The Committee did not discuss this item.
- i. Future Agenda Items
 - i. The Committee did not discuss this item.
- j. Minutes
 - i. The School Committee reviewed the minutes from the August 7, 2020 meeting.
 - 1. Meredith Gerson motioned to approve the meeting minutes from August 7, 2020, as presented, Maggie Helon seconded.
 - a. ROLL CALL VOTE
 - i. Meredith Gerson: Aye
 - ii. Maggie Helon: Aye
 - iii. Lisa Kouchakdjian: Aye
 - iv. Silvia Nerssessian: Aye
 - v. Sarah Troiano: Abstain

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

- ii. The School Committee reviewed and revised minutes from the August 10, 2020 meeting.
 - 1. Meredith Gerson motioned to approve the meeting minutes from August 10, 2020, as amended, 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: Abstain

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

- iii. The School Committee reviewed and revised minutes from the August 13, 2020 meeting.
 1. Meredith Gerson motioned to approve the meeting minutes from August 13, 2020, as presented, 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: Abstain
 1. **VOTE: 4-0-1.** Motion carries.

Adjournment

- k. Lisa Kouchakdjian motioned to adjourn at 10:14 PM., Maggie Helon 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 September 14, 2020 School Committee Meeting

1. FY21 Grant and Relief Funding Update Memo
2. School Committee Policy BDA: School Committee Organizational Meeting
3. FY21 Liaison and SC Responsibilities Worksheet
4. Policy BEDH: Public Comment at School Committee Meetings
5. Policy JFABE (MASC): Educational Opportunities for Military Children
6. Policy JFABE (SPS): Enrollment of Children of Non-Resident Employees
7. Policy EBCFA: Face Coverings
8. Policy JFABF: Educational Opportunities for Children in Foster Care
9. Sudbury Public Schools DRAFT 2020-2021 Calendar and Important Dates
10. Sudbury School Committee 2020-2021 SMART Goals, 2nd Draft
11. Sudbury School Committee Meeting Minutes, August 7, 2020 DRAFT
12. Sudbury School Committee Meeting Minutes, August 10, 2020 DRAFT
13. Sudbury School Committee Meeting Minutes, August 13, 2020 DRAFT