

Sudbury School Committee  
Meeting Minutes  
March 22, 2021  
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  
Beth Eddy, SEA Representative

**Regular Session Meeting**

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

1. Opening Statement/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, Sarah Troiano, Maggie Helon, and Lisa Kouchakdjian all affirmed in the positive.
  - b. Silvia Nerssessian motioned to enter Executive Session to discuss strategy with respect to and in preparation for collective bargaining with the Sudbury Education Association, the Education Support Professionals Association, and the Custodians' Union, because an open discussion may have a detrimental effect on the bargaining position of the Committee; and to review and approve minutes from the Sudbury School Committee Executive Session meeting of March 8, 2021, and to return to open session, Meredith Gerson seconded.
    - i. ROLL CALL VOTE
      1. Meredith Gerson: Aye
      2. Silvia Nerssessian: Aye
      3. Sarah Troiano: Aye

4. Lisa Kouchakdjian: Aye

5. Maggie Helon: Aye

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

c. Return from Executive Session

- i. Chair Silvia Nerssesian noted that the Committee returned from the Executive Session at 7:02 PM. 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 members affirmed in the positive.

2. Public Comment

- a. Tyler Steffey, of Checkerberry Circle, spoke to the Committee about his family's excitement about the upcoming return to full in-person learning and requested more information on what the district's plans are to address student learning loss during the pandemic.

3. Educational Matters

a. District Reports

i. SEA Report

1. SEA Representative Beth Eddy reported to the Committee on how staff is preparing for the return to full in-person learning.

ii. Business and Finance Director's Report

1. Business and Finance Director Don Sawyer informed the Committee and viewing public that the latest year-to-date budget and year-to-date budget forecast were included in the agenda packet for this meeting.
2. Mr. Sawyer also informed the Committee that bus registration forms were sent to families on March 12, 2021. The registration period closed on March 22, 2021, and his office will now begin processing the paperwork and building routes, with completion expected within a week.
3. Mr. Sawyer explained to the Committee that utilities costs rose sharply in FY21 due to the district's pandemic-related goal of increasing air circulation in the school buildings. While the FY22 budget was built around figures from FY20, and thus did not include increased HVAC costs, the district will be using grant funding to cover any difference that arises. Mr. Sawyer also answered Committee questions about anticipated air filter costs for FY22, janitorial cost for FY21, and whether he anticipates any further grant funding to be offered to assist districts with pandemic-related expenses.

iii. Assistant Superintendent's Report

1. Assistant Superintendent Kim Swain provided the Committee an update on the district's preparation for the return to full in-person learning.
    - a. The technology team is distributing enhanced audio-visual equipment to staff, offering training, and monitoring usage.
    - b. March 24 will be an asynchronous learning day for elementary students, so teachers at that level can focus on readying themselves for the transition.
  2. Ms. Swain welcomed Sophie, the Noyes NEADS dog, to the district.
  3. Ms. Swain recognized Lauren Egizio and the Literacy Team for being awarded a state-level grant for early literacy screening and assessment. Ms. Swain also recognized Eileen Hanson for receiving a SERF grant to provide the district's English Language Learners with Imagine Learning subscriptions.
- iv. Superintendent's Report
1. Increased In-Person Learning Planning Update
    - a. Superintendent Brad Crozier provided the Committee with an update on the return to full in-person learning. Mr. Crozier reiterated the importance of families continuing to maintain safety protocols not only in school, but outside of it, as well.
    - b. Mr. Crozier reported that the shipment of new desks has arrived, and thanked parent volunteers for their help with assembly. The district anticipates receiving tents for outdoor learning in the next couple of weeks.
    - c. Mr. Crozier reported on the results of the district's family designation survey, which indicates that a number of families will be moving from remote to in-person learning. There were nearly no families switching from hybrid to fully remote learning.
    - d. SPS is working with the Sudbury Police Department to create traffic mitigation and safety plans in anticipation of the reopening of schools.
    - e. The district is in the process of creating external storage solutions at each school, so that classroom space can be maximized by the removal of any unnecessary furniture.
    - f. A questions from the Committee focused on what plans the district has for maintaining the flow of communications prior to the reopening of the elementary schools on April 5th.
  2. Pooled Testing Update

- a. DESE has already extended funding for pooled testing to April vacation, but the SPS administration has contacted Sudbury's legislators to request that full funding be continued through the end of this school year and into the 2021-2022 school year.
- b. SPS has had almost 900 pools tested, meaning over 6,000 individuals have been tested over the last several weeks. Those being tested include students, staff, and First Student employees. Of those pools, there have been three positives to date.
- c. Superintendent Crozier also provided the Committee with the latest information on planning for this summer's summer learning programs, including SMILE.
- d. Questions from the Committee focused on how the follow-up reflex testing worked; the enrollment ratios and total enrollment for the SMILE program; what the day will look like for students in the SMILE program; and where the SMILE program will be housed.

#### 4. Business and Policy Matters

##### a. Policy Manual Updates

- i. The School Committee reviewed several Policy Manual revisions suggested by the MASC and the Policy Subcommittee. Maggie Helon and Lisa Kouchakdjian, the Committee members comprising the Policy Subcommittee, explained some of the edits being suggested. The Committee agreed to table updating Policy JICH until a later meeting. The Policy Subcommittee will hold another meeting to consider new edits from MASC to Policy JICH.

1. Meredith motioned to approve the following School Committee Policies: JF-School Admissions, JFABD-Homeless Students, JFBB-1-School Choice, JH-Student Absences and Excuses, JHD-Exclusions and Exemptions from School, JICFA-Prohibition of Hazing, JIH-Searches and Interrogations, JII-Student Complaints and Grievances, JJA-Student Organizations, JJH-R-Traveling Regulations, JLCB-Inoculation of Students, JLCC-Communicable Diseases, JRA-Student Records, JRD-Student Photographs, as presented, Lisa Kouchakdjian seconded.

##### a. ROLL CALL VOTE

- i. Meredith Gerson: Aye
- ii. Maggie Helon: Aye
- iii. Lisa Kouchakdjian: Aye
- iv. Silvia Nersessian: Aye
- v. Sarah Troiano: Aye

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

- b. School Committee Self Assessment Results
    - i. The Committee reviewed and discussed the results from its annual self-assessment survey. The Committee members were largely in concurrence about their strengths and weaknesses, reviewed the importance of the new member onboarding process, committed to continue making use of data in decision-making,
  - c. School Committee Mid-Year Goals Review
    - i. The Committee reviewed and discussed the progress made to completing the goals it set for itself at the beginning of the year. The Committee has worked toward its policy goal by passing multiple policy revisions. The equity goal is being achieved by collaborating with the administration and passing a new equity statement. On student achievement, the Committee has made resources available for assessments. In terms of communications, the Committee has released newsletters to the public. The Committee also discussed adding a new, dedicated “Communications” tab to the School Committee page on the SPS website.
  - d. Future Agenda Topics
    - i. Legislative Forum potentially for April 28th, check members’ availability for potential move of June meetings to June 14th and June 28th.
  - e. Minutes
    - i. The School Committee reviewed and revised minutes from the March 8, 2021 meeting.
      - 1. Meredith Gerson motioned to approve the meeting minutes from the March 8, 2021 meeting, as amended, 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.
- f. Adjournment
  - i. Lisa Kouchakdjian motioned to adjourn at 8:50 PM, 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.

Respectfully Submitted,  
Justin Dulak

**Documents Reviewed During the March 22, 2021 School Committee Meeting**

1. Sudbury Public Schools Year-to-Date Budget, February 28, 2021
2. Pooled Testing Chart, March 18, 2021
3. Policy Subcommittee Meeting Agenda, February 22, 2021
4. Policy JF Red Lined
5. Policy JF Final
6. Policy JFABD Red Lined
7. Policy JFABD Final
8. Policy JFBB Red Lined
9. Policy JFBB Final
10. Policy JH Red Lined
11. Policy JH Final
12. Policy JHD Red Lined
13. Policy JHD Final
14. Policy JICFA Red Lined
15. Policy JICFA Final
16. Policy JIH Red Lined
17. Policy JIH Final
18. Policy JII Red Lined
19. Policy JII Final
20. Policy JJA Red Lined
21. Policy JJA Final
22. Policy JJHR (MASC Version)
23. Policy JJHR (SPS Version)
24. Policy JLCB Red Lined
25. Policy JLCB Final
26. Policy JLCC Red Lined
27. Policy JLCC Final
28. Policy JRA Red Lined
29. Policy JRA Final
30. Policy JRD Red Lined
31. Policy JRD Final
32. School Committee Self-Assessment Survey Results 2020-2021
33. Sudbury School Committee 2020-2021 SMART Goals
34. Sudbury School Committee Meeting Minutes, March 8, 2021 DRAFT

