

Sudbury School Committee
Meeting Minutes-DRAFT
July 19, 2021
Virtual Meeting

Members Present:

Silvia Nerssessionian, Chair
Meredith Gerson, Vice Chair
Sarah Troiano
Tyler Steffey
Mandy Sim

Members Absent:

None

Also Present:

Brad Crozier, Superintendent
Don Sawyer, Director of Business and Finance
Kim Swain, Assistant Superintendent

Regular Session Meeting

Chair Silvia Nerssessionian opened the meeting at 6:30 PM.

1. Opening Statement/Executive Session
 - a. Chair Silvia Nerssessionian 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 Nerssessionian, Meredith Gerson, Sarah Troiano, Tyler Steffey, and Mandy Sim all affirmed in the positive.
 - b. Meredith Gerson motioned to enter Executive Session to conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct contract negotiations with nonunion personnel, specifically the Superintendent; and to discuss strategy with respect to and in preparation for collective bargaining with the Sudbury Education Association, the Education Support Professionals Association, the Nurses' Union, 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 School Committee Executive Session Meeting on June 28, 2021; and to return to open session, Sarah Troiano seconded.
 - i. ROLL CALL VOTE

1. Meredith Gerson: Aye
2. Silvia Nerssessian: Aye
3. Sarah Troiano: Aye
4. Tyler Steffey: Aye
5. Mandy Sim: Aye

a. VOTE: 5-0. Motion carries.

c. Return from Executive Session

- i. Chair Silvia Nerssessian noted that the Committee returned from the Executive Session at 7:00 PM. 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. All members affirmed in the positive.

2. Public Comment

- a. None

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 informed the Committee that the Business Department is simultaneously closing FY21 and opening FY22. Part of this former process, as explained by Mr. Sawyer and documented in the agenda packet for this meeting, is closing out the grants received in FY21. Any surplus funds from a grant must be returned to the grantor by check, and any expenditures in excess of the grant amount must be absorbed by the District's operating budget. Mr. Sawyer does not anticipate returning any grant funds to DESE. During this report, Mr. Sawyer also noted that the District has applied, been approved for, and expended \$701,032 in CARES Act grant funding. Annual entitlements grants will and somewhere between \$1.3 and \$1.4 million, in Mr. Sawyer's estimation.
2. In regards to ESSER Grants, Mr. Sawyer reported that the ESSER I Grant, valued at approximately \$59,000, was fully expended and he is now engaged in reporting to the federal authorities how the money was utilized. The ESSER II Grant, worth \$233,825, and the ESSER III Grant, worth \$503,034, are currently in the application process and have not yet been approved. Mr. Sawyer noted that the ESSER II grant will not expire until September 30, 2023, allowing the District to crossover funds between fiscal years 2022 and 2023. The ESSER III grant, likewise, will not expire until September 30, 2024. The District's intent is to use the ESSER II

grant funds to offset increased utilities and SEL staffing costs. Mr. Sawyer anticipates that these funds will be exhausted by June 30, 2022, and thus not need to be carried over as the grant allows.

- a. In discussion during Mr. Sawyer's report, the Committee requested, and Mr. Sawyer agreed to provide a copy of the grant applications. Mr. Sawyer will also send the Chair the grant terms that explain how funds may and may not be used.

Mr. Sawyer added that the District is still in the process of determining how to allocate the ESSER III grant funds. This application is not required to be submitted until October 4, 2021, so the administration will be considering its priorities over the summer months.

- b. Mr. Sawyer and the Committee also discussed what evidence will be submitted as part of the grant application. The Committee expressed its desire to Mr. Sawyer to specifically receive information on grant funds that will be appropriated to purchase both permanent goods and services that will require continued funding.

iii. Assistant Superintendent's Report

1. Assistant Superintendent Kim Swain informed the Committee that the fact the aforementioned grants are being allocated later in the grant cycle provides the District the opportunity to work from actual student profiles and needs instead of assumptions and projections.
2. Ms. Swain also spoke to the Committee about the social studies curriculum work underway in the District. Educators at every grade level, Ms. Swain explained, are focusing on the new standards and finding opportunities to work in an interdisciplinary manner.

iv. Superintendent's Report

1. Superintendent Brad Crozier provided an update on student enrollment data to the Committee. Mr. Crozier reminded the Committee and the public that enrollment data reports are conducted and posted to the SPS website on a weekly basis. There are two sections Mr. Crozier is paying close attention to at this time, one at Nixon and another at Noyes, both of which are currently at their respective School Committee recommended class size guidelines. Mr. Crozier explained how his joint outreach project with the Town Assessor's office ties into the enrollment projections process.
 - a. Replying to a question from the Committee, Mr. Crozier explained the District's options for handling enrollment that meets or exceeds the Committee's guidelines.

2. Mr. Crozier also provided the Committee with an update on the Fairbank building reconstruction project. Feedback is being given by the administration to the developers for consideration and incorporation into future iterations of the building plans. The current plan calls for a two story building, with the SPS offices located on the second floor. Mr. Crozier committed to providing final documents to the Committee for review whenever they are ready.
 - a. Upon questioning from the Committee, Mr. Crozier stated the estimated completion date for the new Fairbank building is currently sometime in fall or winter of 2023.
 3. Mr. Crozier updated the Committee on District's playground projects. The Loring playground has been delayed by the deluge of rain received over the course of July; the installers will provide more information on when the project can begin by the end of this week. The administration will continue to push the installer to have the project finished by the first day of school, though extreme weather could continue to play a role.
 4. Mr. Crozier informed the Committee that PlaySudbury is collaborating with SPS and the Goodnow Library to install a "Story Walk" at each of the schools. The Loring Story Walk will be the final one installed, and the current hope is to have the done sometime in the late summer/early fall.
 - a. In response to a question from the Committee, Mr. Crozier said that communications will go out from the Student Services Department to inform the community that the Story Walks have been installed.
 5. Mr. Crozier informed the Committee that both the ESY and SMILE programs are running smoothly.
4. Business and Policy Matters
 - a. Liaison and Subcommittee Assignments for 2021-2022
 - i. The Committee reviewed and discussed its liaison and subcommittee assignments for the 2021-2022 school year in the wake of the resignation of former Member Maggie Helon and the subsequent appointment of Member Mandy Sim. The three open slots entering this meeting were MASC liaison, Haynes Elementary liaison, and EDCO liaison. Ms. Sim agreed to adopt these responsibilities, as well as the back-up METCO liaison role.
 1. Meredith Gerson motioned to approve the 2021-2022 School Committee Liaison and Subcommittee assignments as amended, Sarah Troiano seconded.
 - a. ROLL CALL VOTE
 - i. Meredith Gerson: Aye

- ii. Silvia Nerssessian: Aye
- iii. Sarah Troiano: Aye
- iv. Tyler Steffey: Aye
- v. Mandy Sim: Aye

1. VOTE: 5-0. Motion carries.

b. 2021-2022 School Committee Goals Discussion

- i. The Committee reviewed and discussed its SMART Goals for the 2021-2022 school year, now reflecting the changes suggested at the Committee's July 9th retreat. No new edits were suggested.

- 1. Meredith Gerson motioned to approve the School Committee 2021-2022 SMART Goals as presented, Sarah Troiano seconded.

a. ROLL CALL VOTE

- i. Meredith Gerson: Aye
- ii. Silvia Nerssessian: Aye
- iii. Sarah Troiano: Aye
- iv. Tyler Steffey: Aye
- v. Mandy Sim: Aye

1. VOTE: 5-0. Motion carries.

c. Monthly Accounts Payable and Payroll Warrants Submission

- i. This agenda item is a result of the discussion about best practices and responsibilities during the Committee's July 9th retreat. A version of this report will be included in the Committee's agenda packet on a monthly basis going forward, typically for the second meeting of any given month.

d. Future Agenda Items

- i. Budget discussions, specifically the capital plan; any warrant article for a potential fall Town Meeting.

e. Minutes

- i. The School Committee reviewed and revised minutes from the June 28, 2021 meeting.

- 1. Meredith Gerson motioned to approve the open session meeting minutes from the June 28, 2021 meeting, as amended, the July 1, 2021 meeting, as amended, and the July 9, 2021 meeting, as amended, Sarah Troiano seconded.

a. ROLL CALL VOTE

- i. Meredith Gerson: Aye
- ii. Silvia Nerssessian: Aye
- iii. Sarah Troiano: Aye
- iv. Tyler Steffey: Aye
- v. Mandy Sim: Aye

1. VOTE: 5-0. Motion carries.

f. Adjournment

- i. Sarah Troiano motioned to adjourn at 8:19 PM, Mandy Sim seconded.

- 1. ROLL CALL VOTE

- a. Meredith Gerson: Aye
- b. Silvia Nerssessian: Aye
- c. Sarah Troiano: Aye
- d. Tyler Steffey: Aye
- e. Mandy Sim: Aye
- i. **VOTE: 5-0.** Motion carries.

Respectfully Submitted,
Justin Dulak

Documents Reviewed During the July 19, 2021 School Committee Meeting

1. FY21 Year-to-Date Grant Budget Close Report
2. Sudbury School Committee Liaison and Subcommittee Roles Worksheet 2021-2022
3. Sudbury School Committee 2021-2022 SMART Goals Red Lined
4. Sudbury School Committee 2021-2022 SMART Goals Final
5. FY22 Accounts Payable and Payroll Warrants Processed Report, July 19, 2021
6. Sudbury School Committee Meeting Minutes, June 28, 2021 DRAFT
7. Sudbury School Committee Meeting Minutes, July 1, 2021 DRAFT
8. Sudbury School Committee Meeting Minutes, July 9, 2021 DRAFT