

Sudbury School Committee
Meeting Minutes
August 30, 2021
Virtual Meeting

Members Present:

Silvia Nerssessian, 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 Nerssessian opened the meeting at 6:01 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, 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; to discuss strategy with respect to and in preparation for EDCO's potential litigation, because an open discussion may have a detrimental effect on the litigating position of the Committee; and to review and

approve minutes from the School Committee Executive Session Meeting on July 19, 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. Mandy Sim: Aye

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

c. Return from Executive Session

- i. Chair Silvia Nerssesian 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. Maia Proujanksy-Bell, of Sudbury, spoke to the Committee about including a report and discussion about the district's response to COVID and the reopening of schools on the agenda for its next meeting. Ms. Bell also suggested several policies for the Committee to consider.

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 buses are ready for the first day of school. Total elementary school transportation registrations were slightly below average at 987, while middle school registrations totaled 681, which is substantially lower than 2019 and before. The FirstView app will be activated for families a few weeks after the start of school, once final adjustments to bus routes have been made.
2. Mr. Sawyer also provided an update on the state of the Town Meeting Warrant Article that funded this summer's SMILE program. The Business Office is awaiting an invoice from one final vendor, but anticipates the program will finish with a little over \$100,000 remaining in the grant. This is due to the \$100,000 summer program grant SPS received from the state at the start of the summer.

iii. Assistant Superintendent's Report

1. Assistant Superintendent Kim Swain informed the Committee two recent METCO events: an ice cream social and a back-to-school night.

2. Ms. Swain also reported on New Teacher Orientation, which happened on August 25th. Ms. Swain took this opportunity to recognize the efforts of Liz Kerrigan and Rebecca Amaral for organizing the day's onboarding session.
3. Ms. Swain also informed the Committee that the district has completed its summer professional development activities.

iv. Superintendent's Report

1. Superintendent Brad Crozier reported to the Committee on the District's Opening Day. This year featured a return to in-person sessions after last year's virtual Opening Day. Mr. Crozier and Ms. Swain, along with School Committee Chair Silvia Nerssessian, visited teachers at every school. In the afternoon, DESE Commissioner Jeff Riley addressed teachers and staff members during an outdoor ceremony at Curtis Middle School.
 - a. Ms. Nerssessian and Ms. Sarah Troiano shared their experiences, observations, and perspectives on the Opening Day activities.
2. Mr. Crozier reported to the Committee that all the school buildings are in good shape going into the new school year, and gave thanks to the district's custodians for all their hard work.
3. Mr. Crozier gave a reminder to parents that Back to School packets are available online and should be filled out as soon as possible.
4. Mr. Crozier reported that an update on the district's pooled testing plans will be released the following day, August 31st, and gave a brief overview of the process. Also on COVID, a reminder will be sent to families reminding them of the District's and Town's masking policies.

4. Business and Policy Matters

a. Review and Vote on Memorandum of Agreement with Sudbury Education Association

- i. This item is being taken up following a previous discussion and vote in Executive Session by the Committee. This Memorandum will require members of the SEA to either provide proof of COVID-19 vaccination on or before August 31, 2021, or submit to routine COVID-19 testing by the District.
 1. Meredith Gerson motioned to approve the Memorandum of Agreement with the Sudbury Education Association and authorize Silvia Nerssessian to sign the Memorandum on behalf of the Committee, 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. Review and Vote on Memorandum of Agreement with Sudbury School Nurses' Association

- i. This item is being taken up following a previous discussion and vote in Executive Session by the Committee. This Memorandum will require members of the Sudbury School Nurses' Association to provide proof of COVID-19 vaccination on or before August 31, 2021, or submit to routine COVID-19 testing by the District.

- 1. Meredith Gerson motioned to approve the Memorandum of Agreement with the Sudbury Education Association, contingent on its approval by the Sudbury School Nurses' Association, and authorize Silvia Nerssessionian to sign the Memorandum on behalf of the Committee, Sarah Troiano seconded.

a. ROLL CALL VOTE

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

1. VOTE: 5-0. Motion carries.

c. ACCEPT Collaborative: Establishment of a Capital Reserve

- i. ACCEPT Collaborative, of which Sudbury Public Schools is a member, proposes the creation of a capital reserve for the acquisition, maintenance, and improvement of capital items. Mr. Crozier reviewed how ACCEPT intends to use capital reserve funds, as well as how the reserve would be funded.

- 1. Meredith Gerson motioned to approve the creation of ACCEPT's Capital Reserve with a balance limit of \$1,000,000 for the purpose of accumulating funds for the acquisition, maintenance and improvement of capital items, Tyler Steffey seconded.

a. ROLL CALL VOTE

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

1. VOTE: 5-0. Motion carries.

d. Superintendent's Task Force on Capital Planning

- i. Mr. Crozier reviewed with the Committee his plans for establishing a task force related to the capital planning process. The concept is to create a

team that will update the District's short- and long-term capital plans. It would be around 8-10 people, inclusive of the superintendent, the Business and Finance Director, a School Committee member, the Facilities Manager, the Facilities Director, and upwards of five members of the public. The Committee discussed the task force's composition; how it is appropriate for the superintendent to form the task force since it covers an operational matter; how members of the public will be contacted to solicit their interest in serving, specifically if/how the town website may be used; when meetings might occur; and which member should serve on the task force.

1. Meredith Gerson motioned to appoint Silvia Nerssessian to the Superintendent's Task Force on Capital Planning, 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.

- e. FY21 Budget to Actual Review

- i. Mr. Sawyer explained to the Committee that fiscal year 2021 is officially closed. The Business Department is in the process of preparing the end-of-year report for DESE, which is due on September 30th. A report was produced by Mr. Sawyer for the Committee detailing the fiscal health of the district, broken down into the 11 DESE cost centers. Mr. Sawyer then reviewed the budgetary challenges of fiscal year 2021.

1. Questions from the Committee focused on why the expanded free lunch program operated at a loss; and any additional funding SPS may be eligible to receive to cover staffing and other increased costs related to the pandemic.

- f. Monthly Accounts Payable and Payroll Warrants Submission

- i. The Committee reviewed the monthly accounts payable and payroll warrants. The discussion focused on what, if any, motion should be made in regards to these warrants. The Committee agreed to have the Chair affirm in open meeting that the warrants included in the packet are those that have been previously presented to, and approved by, the members of the Committee.

- g. Future Agenda Items

- i. Chief Nix will join a meeting in September; a presentation on SMILE in October; presentations and reports that will help the Committee meet its goals on student achievement.

- h. Minutes

- i. The School Committee reviewed and revised minutes from the August 9, 2021 meeting.
 1. Meredith Gerson motioned to approve the open session meeting minutes from the August 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.
- i. Adjournment
 - i. Meredith Gerson motioned to adjourn at 8:49 PM, Sarah Troiano 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 August 30, 2021 School Committee Meeting

1. Memorandum of Agreement between the Sudbury Public Schools and the Sudbury Education Association
2. Memorandum of Agreement between the Sudbury Public Schools and the Sudbury School Nurses' Association
3. ACCEPT "Establishment of a Capital Reserve" Memo
4. FY2021 Budget vs. Actual Review
5. FY22 Accounts Payable & Payroll Warrant Report, August 30, 2021
6. Sudbury School Committee Meeting Minutes Draft, August 9, 2021