

Sudbury School Committee  
Meeting Minutes  
September 27, 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  
Ellen Vedora, SEA Representative

**Regular Session Meeting**

Chair Silvia Nerssessian opened the meeting at 6:03 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, Tyler Steffey, and Mandy Sim all affirmed in the positive.
  - b. Meredith Gerson 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, 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 discuss the deployment of security personnel or devices, or strategies with respect thereto; and to review and approve minutes from the School Committee Executive Session Meeting on September 13, 2021; and to return to open session, Tyler 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 7:05 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. Special Matters

a. School Safety Update

- i. Sudbury Police Chief Scott Nix joined the meeting to discuss safety measures being implemented in the Sudbury Public Schools. Developments mentioned by Chief Nix included: a third school resource officer was assigned by the Police Department for this year, so there will now be one officer dedicated to the high school, one officer dedicated to the K-8 schools, and one officer who can be flexed between the two; this past August's Public Safety Day; the deployment of a Masters-level clinician to assist children and others in crisis with regards to their mental health and the resources available to them; and how the Department is using technology to relate to the students of SPS and other residents of Sudbury.

3. Public Comment

- a. Kay Bell, of Old Lancaster Road in Sudbury, spoke to the Committee as a member of the Commission on Disability and informed the Committee that October is National Disability Awareness Month.

4. Educational Matters

a. District Reports

- i. SEA Report
  1. SEA Representative Ellen Vedora spoke to the Committee about how students and staff members are acclimating to their new routines and schedules since the start of the school year. Ms. Vedora also explained how the district is using the DIBELS screening exam to monitor students' acquisition of reading skills.
- ii. Business and Finance Director's Report
  1. Business and Finance Director Don Sawyer updated the Committee on the FY23 budget timeline and process, specifically the state of the expiring transportation contract. The Business Department is targeting the third week in October to take the

contract out to bid, meaning bids will be opened sometime between November 12th and 19th.

2. Mr. Sawyer informed the Committee that the district's after school care contract is also due to go out to bid, and he anticipates initiating this process at the beginning of November.
3. The district's food services contract is also expiring this year. This contract will go out to bid in January.
  - a. In subsequent questions from the Committee, Mr. Sawyer discussed clarifying whether the contracts will expire at the end of the fiscal year or school year; the potential for staggering the expirations of future contracts; and whether Lincoln-Sudbury Regional High School will want to continue sharing transportation services or starting independent programs.

iii. Superintendent's Report

1. Superintendent Brad Crozier reported to the Committee on the Routine COVID Safety Checks, formerly known as "pooled testing." The intent was to launch this program during the first week of school, but the district's state-appointed contractor, the CIC, has failed to provide the required personnel resources. The district pivoted to using staff members, nurses, and other volunteers to conduct the testing. Superintendent Crozier has had a one-on-one conversation with DESE Commissioner Jeff Reilly regarding the district's difficulties with CIC, and the district is in the process of being reassigned to new a new subcontractor. For now, SPS will continue to use nurses and other staff members to conduct the testing.
2. Superintendent Crozier reviewed the latest proposed layout of the SPS office space in the new Fairbank Community Center. This floorplan is the result of multiple conversations with the developer about how spaces will be used and arranged. These plans are close to final, with only minor changes expected. To bring the project back within budget, the developers have already worked with stakeholders, including SPS, to reduce the size of the building. The hope is to have shovels in the ground in spring 2022 and move-in sometime in 2023.
3. Back-to-School Nights will be held later this week and will be held remotely. These events will be broadcast live from teachers' classrooms. Parents will need to use either their own Google account or their child's to access a given teacher's feed.
4. The latest Superintendent's Parent Information Exchange (PIE) was attended by approximately 25 people. Questions centered on COVID, and student learning plans and supports for children who

cannot attend school while on quarantine. Minutes are not taken of these meetings, but notes from each month's PIE are available on the Superintendent's page on the SPS website.

5. Business and Policy Matters

a. Review and Vote on Policy Subcommittee Recommendations

i. District Parent Handbook

1. The Committee reviewed the 2021-2022 edition of the District Parent Handbook. This review was done in accordance with School Committee policy. The edits made by the Policy Subcommittee are reflected in the version included in the agenda packet for this meeting. This version has also been reviewed by the district's legal counsel. The Committee discussed ways to make the community aware of the Handbook and all the information it contains.

a. Meredith Gerson motioned to approve the District Parent Handbook as amended, Sarah Troiano seconded.

i. ROLL CALL VOTE

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

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

ii. Curtis Student Information Guide

1. The Committee reviewed the 2021-2022 edition of the Curtis Student Information Guide. The Policy Subcommittee agreed during its meeting that since this is an informational guide and not a policy manual, no action by the full Committee is necessary. The Committee discussed changes to the ECMS dress code, as well as the introduction to the guide, which provides a history on the school's namesake, Ephraim Curtis.

iii. Policy KCD-Public Gifts to the Schools

1. The Committee discussed the Policy Subcommittee's recommended changes to Policy KCD-Public Gifts to the Schools. In considering these changes, the Subcommittee reviewed similar policies from other districts. The proposed changes update and clarify what the superintendent is given jurisdiction to accept as a gift and what must be presented to the Committee for acceptance.

a. Meredith motioned to approve Policy KCD-Public Gifts to the Schools as amended, Tyler Steffey seconded.

i. ROLL CALL VOTE

1. Meredith Gerson: Aye
2. Silvia Nerssessionian: Aye

3. Sarah Troiano: Aye
4. Tyler Steffey: Aye
5. Mandy Sim: Aye

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

b. Gift Acceptance

- i. The Committee reviewed a donation request from the Loring Elementary School Parent Teacher Organization to Loring Elementary School. The Committee discussed how the associated subscription would be handled. With the approval of the new Policy KCD, future donations of this type will fall within the jurisdiction of the superintendent to accept.

1. Meredith Gerson motioned to accept the donation of a Cricut machine on behalf of Loring Elementary School, valued at \$439.87, with gratitude, Mandy Sim 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. The Committee reviewed the Monthly Accounts Payable and Payroll Warrants Submission. All were previously reviewed and approved by the Committee members individually.

d. Future Agenda Items

- i. Equity updates, School Committee Equity Workshop planning, solar panel proposal presentation

e. Minutes

- i. The School Committee reviewed and revised minutes from the September 13, 2021 meeting.

1. Meredith Gerson motioned to approve the open session meeting minutes from the September 13, 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. Mandy Sim motioned to adjourn at 8:57 PM, Meredith Gerson seconded.

1. ROLL CALL VOTE

- a. Meredith Gerson: Aye
- b. Silvia Nersessian: 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 September 27, 2021 School Committee Meeting**

1. Fairbank Community Center, SPS Suite Proposed Floorplan
2. 2021-2022 Draft Parent Handbook, Sudbury Public Schools
3. 2021-2022 Ephraim Curtis Middle School Student Information Guide
4. Policy KCD-Public Gifts to Schools
5. Loring PTO Letter to Sudbury School Committee, September 13, 2021
6. FY22 Accounts Payable and Payroll Warrants Processed Report, September 17, 2021
7. Sudbury School Committee Meeting Minutes, September 13, 2021 DRAFT