

Sudbury School Committee  
Meeting Minutes  
January 12, 2022  
Virtual Meeting

**Members Present:**

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

**Members Absent:**

None

**Also Present:**

Brad Crozier, Superintendent  
Don Sawyer, Director of Business and Finance

**Regular Session Meeting**

Chair Silvia Nerssessian opened the meeting at 7:05 p.m.

1. Opening Statement
  - 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, Mandy Sim, Tyler Steffey and Sarah Troiano all affirmed in the positive.
  
2. Special Matters
  - a. Review 2022 Annual Town Meeting Articles
    - i. Superintendent Brad Crozier and Director of Business Don Sawyer led the discussion regarding the 2022 Annual Town Meeting Articles. The articles included the SPS Bus Revolving Fund, SPS Instrumental Music Revolving Fund, Noyes Classroom Sinks Replacement, Schools HVAC Repairs and Replacements, and the SPS SMILE Academic Program.
    - ii. Committee asked clarifying questions centered around ensuring that funding requests would be accurate, understanding the necessity for replacements of equipment at each of the schools and understanding the allocation of funds from the Town for the summer programs.
      1. Meredith Gerson motioned to approve the Fiscal Year 23 SPS Bus Revolving Fund warrant article and authorize the chair to sign the

warrant form and the Director of Business to submit on the Committee's behalf. Sarah Troiano seconded.

a. ROLL CALL VOTE

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

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

2. Meredith Gerson motioned to approve the Fiscal Year 23 SPS Instrumental Music Revolving Fund warrant article and authorize the chair to sign the warrant form and the Director of Business to submit on the Committee's behalf. Sarah Troiano seconded.

a. ROLL CALL VOTE

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

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

3. Meredith Gerson motioned to approve the Fiscal Year 23 Noyes Classroom Sinks Replacement warrant article and authorize the chair to sign the warrant form and the Director of Business to submit on the Committee's behalf. Sarah Troiano seconded.

a. ROLL CALL VOTE

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

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

4. Meredith Gerson motioned to approve the Fiscal Year 23 Schools HVAC Repairs and Replacements warrant article and authorize the chair to sign the warrant form and the Director of Business to submit on the Committee's behalf. Sarah Troiano seconded.

a. ROLL CALL VOTE

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

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

5. Meredith Gerson motioned to approve the Fiscal Year 23 SPS Academic Services Program 2022 warrant article and authorize the chair to sign the warrant form and the Director of Business to submit on the Committee's behalf. Sarah Troiano seconded.

a. ROLL CALL VOTE

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

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

6. Meredith Gerson motioned to approve the Fiscal Year SPS Academic Services Program 2023 warrant article and authorize the chair to sign the warrant form and the Director of Business to submit on the Committee's behalf. Sarah Troiano seconded.

a. ROLL CALL VOTE

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

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

3. Public Comment

a. None

4. Educational Matters

a. District Reports

i. SEA Report

1. SEA Representative Erin Kehew reported to the Committee that the staff and students have had a nice transition back into classes. She thanked the nurses in the district for their hard work and dedication.

ii. Business and Finance Director's Report

- 1. Director of Business and Finance, Don Sawyer, commended Linda St. Hilaire, from Whitson's, for managing food and staffing shortages. He addressed similar challenges that the Transportation Department is facing and strongly encourages families to download the First View App.
- 2. He will be presenting the bus contract to the Committee at the next meeting.

3. He notified the Committee that SPS will be receiving \$108,000 in medicaid reimbursement. This covers the months of March 31 - September 30. Those funds come in by state statute to the municipal general fund.
- iii. Superintendent's Report
1. Superintendent Crozier also took an opportunity to thank the nurses in the district for their hard work and talked about the recent changes to notifications being sent to families in regards to COVID cases. He reported that there has been an increase in staff absences since the return from winter break. Committee comments focused on how they could help.
  2. Superintendent Crozier updated the Committee on the number of masks and test kits that are available from the state. He also spoke to the different approaches to continued mitigation that have been put in place in order to lessen outbreaks in school.
  3. Superintendent Crozier notified the Committee that SPS will be hosting another vaccination / booster clinic to be held at The Curtis Middle School. Details will be forthcoming.

5. Business and Policy Matters

a. Q2 Financial Reporting / Forecast and Recommended Transfers

- i. Director of Business and Finance, Don Sawyer, updated the Committee regarding recommended budget transfers. He also provided to the committee a detailed line item budget as well as a YTD approved grants budget.
- ii. Meredith Gerson motioned to approve the Q2 Financial Reporting / Forecast and Recommended Transfers document. Sarah Troiano seconded.

a. ROLL CALL VOTE

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

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

b. Review Draft 2022-2023 School Calendar

- i. The Committee reviewed the proposed school calendar for the 2022-2023 school year. As presented, the first day of school would be August 31st, 2022, the 180th day June 15th, 2023, and the 185th day June 23rd, 2023. Superintendent Crozier expressed the importance of the SPS calendar being aligned with the LSRHS calendar in order to avoid additional transportation costs.

- ii. Superintendent Crozier confirmed that the calendar includes ILAP days and confirmed that the Open House dates will be added when confirmed.
- iii. A future meeting will include a discussion on the inclusion of cultural holidays on the school calendar.

- 1. Meredith Gerson motioned to approve the draft of the 2022-2023 school calendar. Sarah Troiano seconded.

- a. ROLL CALL VOTE

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

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

- c. Acceptance of Gifts

- i. Leuders Environmental Inc.

- 1. The Committee reviewed a gift of \$100 recently received by the District from Lueders Environmental, Inc.

- a. Meredith Gerson motioned to accept the gift of \$100 from Lueders Environmental, Inc. Tyler Steffey seconded.

- i. ROLL CALL VOTE

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

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

- d. Liaison Report

- i. Chair Silvia Nerssessian provided the Committee with an update on her discussions with members of the Select Board regarding the timeframe of ARPA decisions.

- e. Minutes

- i. The School Committee reviewed and revised minutes from the December 13, 2021; December 16, 2021; December 20, 2021 and December 23, 2021 meetings.

- 1. Meredith Gerson motioned to approve the open session meeting minutes from the December 13, December 16, December 20 and December 23, 2021 meetings as amended. Sarah Troiano seconded.

- a. ROLL CALL VOTE

- i. Meredith Gerson
      - ii. Mandy Sim

- iii. Tyler Steffey
- iv. Sarah Troiano
- v. Silvia Nerssessian
  1. **VOTE:** 5-0. Motion carries.

6. Adjournment

- a. Chair Silvia Nerssessian motioned to adjourn the meeting at 8:41 p.m. Sarah Troiano seconded.

- i. ROLL CALL VOTE

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

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

Respectfully Submitted,  
Julie Williams  
Executive Assistant to the Superintendent

**Documents Reviewed During the January 12, 2022 School Committee Meeting**

1. FY23 SPS Bus Rev. Fund Warrant Article
2. FY23 SPS Instrumental Music Rev. Fund Warrant Article
3. FY23 Warrant Article Noyes Classroom Sinks Replacement
4. FY23 Warrant Article Schools HVAC Repairs and Replacements
5. FY23 Warrant Article SPS Academic Services Program 2022
6. FY23 Warrant Article SPS Academic Services Program 2023
7. FY22 YTD Budget 211231
8. ILAP Proposals 2022-2023 Calendar
9. Letter from Michael Leuders to Brad Crozier
10. Lueders Environmental Check 12.31.21
11. December 13, 2021 School Committee Meeting Minutes
12. December 16, 2021 School Committee Meeting Minutes
13. December 20, 2021 School Committee Meeting Minutes
14. December 23, 2021 School Committee Meeting Minutes