

Sudbury School Committee
Meeting Minutes
March 7, 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

1. Chair Silvia Nerssessian opened the meeting at 7:00 p.m.
 - a. Opening Statement / Executive Session
 - i. 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. Meredith Gerson, Mandy Sim, Tyler Steffey, Sarah Troiano and Silvia Nerssessian all affirmed in the positive.
2. Public Comment
 - a. None.
3. Educational Matters
 - a. District Reports
 - i. SEA Report
 1. SEA Representative Barb Gogan provided an update to the Committee with what is happening in the District. Ms. Gogan provided the update on behalf of Ellen Vedora who will present in April.
 2. March 7 marked the first day of masks being optional in the District. Students and teachers alike were excited about the change and there was a level of respect and understanding to all regardless if they were masked or not.

3. Read Across America was held during the first week of March. Students across the District were read to by current staff members from other schools, retired teachers and public officials.
 4. A wide range of diversity, equity and inclusion textbooks are now available throughout the District.
 - ii. Business and Finance Director's Report
 1. Business and Finance Director, Don Sawyer, took the opportunity to welcome Kay Jenkins, our new Accounts Payable Specialist.
 - iii. Assistant Superintendent's Report
 1. None.
 - iv. Superintendent's Report
 1. Superintendent Crozier provided the Committee with an update on the SMILE Program. Anderson Manuel, a 2nd grade teacher from Nixon, will be taking the lead on the social component of the program.
 2. DESE has announced a grant funding program. Assistant Superintendent Kim Swain will be attending a training to look into grant possibilities for the District.
 3. SPS recently hosted a METCO family orientation. Superintendent Crozier thanked Administrators and the Curriculum Team for their work on putting that together. The District continues to work on outreach opportunities to promote awareness of the METCO program in order to add to our student enrollment numbers.
 4. SPS has engaged in a contract with Tracey Benson Consulting to conduct a professional equity audit which includes all 5 schools. As part of the contract, the District will receive training from Tracey Benson Consulting to allow us to have ongoing expertise in house.
 5. The Committee asked questions centered around how and when reports will be shared? What data the consultants will be using? Will families be surveyed? Has Tracey Benson Consulting worked with other districts? Will the final reports be school based or district wide? Would there be examples of reports available to review before the final results come out?
4. Business and Policy Matters
 - a. Joint Town / SPS Facilities Director Memorandum of Agreement
 - i. Chair Silvia Nersessian reviewed with the Committee that the Facilities Director is a shared position with the Town of Sudbury. The Memorandum of Agreement between the Sudbury Board of Selectmen and the School Committee of the Sudbury Public Schools is from 2012 and should be updated.

- ii. Conversation surrounded the structure of the position, potential changes to the job description and areas that should be improved upon and clarified.
 - 1. Mandy Sim made a motion to give authority to Superintendent Brad Crozier, Director of Business and Finance Don Sawyer and Chair Silvia Nerssessian to initiate a conversation with the Town of Sudbury about the process to amend the Memorandum of Agreement for the Facilities Director position. Meredith Gerson seconded.
 - a. ROLL CALL VOTE
 - b. Meredith Gerson - Aye
 - c. Mandy Sim - Aye
 - d. Tyler Steffey - Aye
 - e. Sarah Troiano - Aye
 - f. Silvia Nerssessian - Aye
 - i. VOTE: 5-0. Motion carries.
- b. Fee Schedule Recommendation
 - i. Director of Business and Finance Don Sawyer confirmed to the Committee that this is an annual review of the current fee schedule and an opportunity to allow for any adjustments.
 - ii. Recommendations are being made to increase bus fees along with custodial fees for building rentals. No recommendations are being made for instrumental music or athletic and extracurricular activities.
 - iii. Questions and concerns centered around how bus fees are capped and how increases in fees might impact families. Mr. Sawyer will bring an analysis back to the Committee showing multiple scenarios and possible consideration for gradual increases to help with maintaining new budget increases.
- c. School Committee Meeting Dates for FY23
 - i. School Committee Members discussed the proposed list of School Committee Meeting dates and made one change to the proposed schedule.
 - 1. Meredith Gerson made a motion to approve the School Committee Meeting Dates for FY23 as amended. Sarah Troiano seconded the motion.
 - a. ROLL CALL VOTE.
 - b. Meredith Gerson - Aye
 - c. Mandy Sim - Aye
 - d. Tyler Steffey - Aye
 - e. Sarah Troiano - Aye
 - f. Silvia Nerssessian - Aye
 - i. VOTE: 5-0. Motion carries.

- d. School Committee Operating Protocols
 - i. The Committee reviewed and discussed the Operating Protocols which is done on a yearly basis. No amendments were made and the Committee confirmed that these are with them at each meeting if a need was made to refer to them.
- e. School FY22 Committee Goals Review
 - i. The Committee reviewed and discussed their SMART GOALS and entered into discussion about what goals will be going forward.
 - ii. Conversation centered around whether an outside source could review their equity policy and whether the audit done by Tracey Benson could offer some updates to this policy. The Committee also looks forward to future agenda items which will cover student achievement.
- f. School Committee Self Assessment
 - i. Chair Silvia Nerssessian explained the process of how the self assessment is implemented. Once submitted by each Committee member the report will be provided to the Committee with commentary and analysis.
- g. Liaison Reports
 - i. Chair Silvia Nerssessian shared an update with the Committee on the Tri-District Meeting scheduled for March 30th.
 - ii. Sarah Troiano shared that the Equity Working Group will be meeting on March 24th.
- h. Minutes (March 7, 2022)
 - i. The Committee reviewed the minutes from the March 7, 2022 meeting.
 - ii. Meredith Gerson motioned to approve the open session meeting minutes from the March 7, 2022 meeting as amended. Sarah Troiano seconded the motion.
 - 1. ROLL CALL VOTE
 - 2. Meredith Gerson - Aye
 - 3. Mandy Sim - Aye
 - 4. Tyler Steffey - Aye
 - 5. Sarah Troiano - Aye
 - 6. Silvia Nerssessian - Aye

5. Adjournment

- a. Chair Silvia Nerssessian motioned to adjourn the meeting at 9:27 p.m. Sarah Troiano seconded the motion.
 - i. ROLL CALL VOTE

1. Meredith Gerson - Aye
2. Mandy Sim - Aye
3. Tyler Steffey - Aye
4. Sarah Troiano - Aye
5. Silvia Nerssessian - Aye
 - a. VOTE: 5-0. Motion carries.

Respectfully Submitted,
Julie Williams
Executive Assistant to the Superintendent

Documents Reviewed During the March 7, 2022 School Committee Meeting

MOA Combined Facilities Director - signed 1-18-12

Memo_SC_FY23 FeeRecommendation_220304

DRAFT School Committee Meeting Schedule FY23

SC Operating Protocols

SC Goals Final 07.15.21

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