

Sudbury School Committee  
Meeting Minutes  
June 6, 2022  
Virtual Meeting

**Members Present:**

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

**Members Absent:**

**Also Present:**

Brad Crozier, Superintendent  
Don Sawyer, Director of Business and Finance  
Kelly Giusti, SEA Representative

**Regular Session Meeting**

Chair Silvia Nerssessian opened the meeting at 7:00 p.m.

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. Meredith Gerson, Mandy Sim, Sarah Troiano and Silvia Nerssessian all affirmed in the positive.
  - b. Meredith Gerson motioned to enter into Executive Session to discuss strategy with respect to and in preparation for collective bargaining with nonunion personnel, specifically Director of Business and Finance because an open discussion may have a detrimental effect on the bargaining position of the Committee and to review and approve the minutes from the following Sudbury School Committee executive session meeting of May 16, 2022. Sarah Troiano seconded.
    - i. ROLL CALL VOTE
      1. Meredith Gerson: Aye
      2. Mandy Sim: Aye
      3. Sarah Troiano: Aye
      4. Silvia Nerssessian: Aye
        - a. **VOTE:** 4-0. Motion carries.
2. Return from Executive Session

- a. Chair Silvia Nerssessian noted that the Committee returned from the Executive Session. 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, and Silvia Nerssessian all affirmed in the positive.
3. Special Matter
- a. School Safety - Sudbury Police Chief, Scott Nix
    - i. Superintendent Crozier shared with the Committee the importance of having Chief Nix present in conjunction with recent tragedies and parent concerns.
    - ii. Chief Nix outlined for the Committee the continued training held by the Sudbury Police Department in preparedness for tragic events. He also reviewed current protocols including communication between Sudbury Public Schools and the Sudbury Police Department as well as an update on safety drills.
    - iii. Questions and comments from the Committee included clarification on why the District is moving away from ALICE Training, when will live trainings begin again, does Sudbury Police offer educational programs for firearm safety, clarifying the roles of School Resource Officers and confirming principals are trained in current protocols.

Tyler Steffey joined the meeting.

4. Public Comment
- a. None

5. Educational Matters

a. District Reports

i. SEA Report (Kelly Giusti)

- 1. Ms. Giusti shared with the Committee the excitement in the schools with end of year activities including:
  - a. 8th grade students getting ready to depart for their DC trip
  - b. 7th grade students heading to Canobie Lake Park and their award celebrations
  - c. Loring students are working on their Book Character Awards
  - d. Educators are looking forward to the 2022-2023 school year after a well deserved summer break.

ii. Director of Business and Finance Report

- 1. Director of Business and Finance, Don Sawyer, shared with the Committee that the water district is starting work on Hudson Road

in preparation for the Fairbanks Project. Delays should be expected but there will be minimal impact on buses. He also shared an update on bus registration. We are currently at 1,674 students registered. The Business Office has started family outreach to those that have registered in the past as planning for bus routes is underway soon.

2. Mr. Sawyer shared an update on closing out the fiscal year with the district reconciling grants, open PO's and vendor invoices.
3. Mr. Sawyer then shared his appreciation and excitement for having been interviewed by 8th grade students working on their civics project. He was very proud and impressed with the students and all their hard work.
4. Questions from the Committee included whether bus ridership is at or below average.

iii. Superintendent's Report

1. Superintendent, Brad Crozier, took an opportunity to wish the 8th grade students well as they get ready to depart for Washington, DC in the morning. He also thanked the planning committee for their hard work in making this trip possible.
2. Mr. Crozier shared that the construction at Fairbanks is starting to develop with a site visit planned and staging and fencing going up around the building shortly.
3. The SMILE program is ready to launch. Mr. Crozier thanked Jeff Lappin, Annya Pedreschi, David Gaita and Anderson Manuel as well as the Curriculum Team for all the planning they have done.
4. Mr. Crozier gave the Committee an update on the state's plan for COVID testing. Tests will be available for the remainder of the year as well as the SMILE and ESY summer programs. He also confirmed that the Health Team is working together to decide if we will pay for additional tests in the Fall as they will no longer be free to schools.
5. Questions from the Committee surrounded expenses around testing as well as whether the state has offered guidelines on testing for the Fall.
6. Mr. Crozier shared that he is very impressed and happy to have Sandra Duran, Combined Facilities Director, on board and has invited her to be at the next School Committee Meeting.

6. Business and Policy Matters

a. Permanent Building Committee Appointment

- i. Chair, Silvia Nersessian, reviewed with the Committee what the Permanent Building Committee representative position is and what the process is for receiving the appointment from the School Committee.

- ii. Meredith Gerson moves to appoint Anuraj Shah as the School Committee Representative on the Permanent Building Committee. Sarah Troiano seconded the motion.
- iii. Comments from the Committee included their appreciation to Mr. Shah for continuing to volunteer his time to the Committee and for applying for reappointment.

1. ROLL CALL VOTE

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

b. Loring 5th Grade Gift - Playground Signage

- i. The Committee reviewed a gift being given by the 5th Grade Class.

- 1. Meredith Gerson moves to accept the Loring 5th Grade Playground Signage Gift with gratitude. Sarah Troiano seconded the motion.

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 passes.

c. 2021-2022 Superintendent Evaluation

- i. Chair Silvia Nerssessian reviewed the process for conducting the Superintendent Evaluation. The Committee discussed the Summative Evaluations that were submitted and reviewed Superintendent Crozier's performance.
- ii. Acknowledgements from the Committee included praise for achieving the goals that had been set. They also acknowledged Mr. Crozier for being open to taking feedback and acting upon it, for being open to accessibility and leading the district through the COVID challenges that we have faced over the last year.

- 1. Meredith Gerson moves to approve the School Committee Summative Evaluations of Brad Crozier for FY22 as amended. 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 passes.

d. Superintendent Goals 2022-2023

- i. Chair Silvia Nerssessian reviewed the process for setting the Superintendent Goals for the upcoming school year.
- ii. Superintendent Crozier shared with the Committee his proposed goals for approval. The first goal he reviewed is his Professional Practice Goal and his plan to participate in a course that will be based on the audit findings from the Equity Audit. This course will also include Administration in the district.
- iii. The Student Learning Goal focuses on curriculum and includes a review of the ELA cycle.
- iv. The District Improvement Goal will be in response to actions that come out of the equity audit and the plan for response.
- v. Committee questions included whether Mr. Crozier will have one or two district goals. Will the Student Learning Goal be around one subject and clarification on the ELA cycle review.

e. School Committee Goals 2022-2023

- i. The Committee reviewed areas of discussion to include in next year's goals which will model and support the Superintendents work.
- ii. The focus on goals is mostly based around equity data, collaboration with school administration and student performance review.

f. Food Services Contract for FY23 to FY25

- i. Director of Business and Finance, Don Sawyer, shared with the Committee the requirements and details of the RFP. He confirmed that only one bid was received and that was by Whitsons Nutrition, LLC, who is our current vendor.
- ii. Questions from the Committee surrounded whether Whitson's has managed the needs of students from a food service perspective in the past.

- 1. Meredith Gerson moves to approve the food services contract to Whitson's Nutrition for FY23 to FY25. 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 passes.

- g. School Committee Self Evaluation
  - i. The Committee reviewed and discussed the evaluation submitted by all members. Topics discussed included the possibility of creating a new member orientation, where strengths and weaknesses were identified and how to structure growth within the Committee.
  - ii. Questions surrounded whether this is a requirement for all School Committees or is this a voluntary process. Is it possible to have a yearly agenda.
  
- h. Reorganization of School Committee
  - i. The Committee reviewed its annual reorganization. Sarah Troiano motioned to continue with having both Chair Silvia Nerssessionian and Vice Chair Meredith Gerson to continue in their roles for the 2022-2023 School Year.
    - ii. Meredith Gerson moves to approve Silvia Nerssessionian as Chair of the School Committee for the 2022-2023 school year. Sarah Troiano seconds.
      - 1. ROLL CALL VOTE
        - a. Meredith Gerson: Aye
        - b. Mandy Sim: Aye
        - c. Tyler Steffey: Aye
        - d. Sarah Troiano: Aye
        - e. Silvia Nerssessionian: Aye
        - i. **Vote: 5-0.** Motion passes.
    - iii. Chair Silvia Nerssessionian moves to approve Meredith Gerson to lead as Vice Chair of the School Committee for the 2022-2023 school year. Tyler Steffey seconds.
      - 1. ROLL CALL VOTE
        - a. Meredith Gerson: Aye
        - b. Mandy Sim: Aye
        - c. Tyler Steffey: Aye
        - d. Sarah Troiano: Aye
        - e. Silvia Nerssessionian: Aye
        - i. **Vote: 5-0.** Motion passes.
  - i. Liaison and Subcommittee Assignments for 2022-2023
    - i. The Committee reviewed and discussed the current liaison and subcommittee assignments. All members agreed to the proposed changes.
      - 1. Meredith Gerson moves to approve the School Committee liaison and subcommittee assignments for 2022-2023. Sarah Troiano seconds.
      - 2. ROLL CALL VOTE

- a. Meredith Gerson: Aye
- b. Mandy Sim: Aye
- c. Tyler Steffey: Aye
- d. Sarah Troiano: Aye
- e. Silvia Nerssessionian: Aye
  - i. **Vote: 5-0.** Motion passes.

j. Future agenda items

- i. Chair Silvia Nerssessionian reviewed future agenda items which includes Superintendent Goals, Introduction to the new Combined Facilities Director, and a possible workshop with Dr. Tracey Benson who is conducting our Equity Audit.

7. Adjournment

- a. Chair Silvia Nerssessionian motioned to adjourn the meeting at 10:55 p.m. Tyler Steffey seconded.

- i. ROLL CALL VOTE

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

Respectfully Submitted,  
 Julie Williams  
 Executive Assistant to the Superintendent

**Documents Reviewed During the June 6, 2022 School Committee Meeting**

1. PBCApplication\_AShah
2. PBC\_AnurajShah Resume 052722
3. PBC Reappointment Rec (Shah-School Committee 2022)
4. Loring PTO - Playground Sign 5th Grade Gift Donation 2022 - SC
5. Nerssessionian\_Superintendent Evaluation 2022
6. Gerson\_Superintendent Evaluation Form May 2022
7. Sim\_Superintendent Evaluation Form 5.4.22.final
8. Steffey - Superintendent Evaluation Form 5.4.22.final
9. Troiano\_2022 Superintendent Eval(1)
10. SSC\_Superintendent Evaluation Form 2021-2022
11. Memo\_SC\_Food Service Program\_220603
12. Sudbury School Committee Self-evaluation 2022
13. SCC Liaison and Subcommittee Assignments 2022-2023