

Sudbury School Committee
Meeting Minutes
June 21, 2022
Virtual Meeting

Members Present:

Silvia Nerssessian, Chair
Mandy Sim
Tyler Steffey
Sarah Troiano

Members Absent:

Meredith Gerson, Vice Chair

Also Present:

Brad Crozier, Superintendent
Kim Swain, Assistant Superintendent
Don Sawyer, Director of Business and Finance

Regular Session Meeting

Chair Silvia Nerssessian opened the meeting at 6:30 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. Mandy Sim, Tyler Steffey, Sarah Troiano and Silvia Nerssessian all affirmed in the positive.
 - b. Mandy Sim 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 minutes from the following Sudbury School Committee executive session meeting of June 6, 2022. Sarah Troiano seconded.
 - i. ROLL CALL VOTE
 1. Mandy Sim: Aye
 2. Tyler Steffey: Aye
 3. Sarah Troiano: Aye
 4. Silvia Nerssessian: Aye
 - a. **VOTE:** 4-0. Motion carries.
 - c. Return from Executive Session
 - i. Chair Silvia Nerssessian noted that the Committee returned from the Executive Session at 7:00 p.m. 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. Mandy Sim, Tyler Steffey, Sarah Troiano and Silvia Nerssessian all affirmed in the positive.

2. Introduction of Facilities Manager, Sandra Duran

- a. Superintendent Brad Crozier introduced Sandra Duran to the Committee and confirmed her formal title as Combined Facilities Director. Sandra thanked the Committee for having her at the meeting and reviewed her former experience as a Facilities Director. She also updated the Committee on the work she has completed since she started and noted she has identified projects she would recommend for completion.
- b. Questions from the Committee surrounded what the “combined” part of her position means to her and what projects she has identified as concerns.

3. Public Comment

- a. None

4. Educational Matters

a. District Reports

i. Director of Business and Finance Report

1. Director of Business and Finance, Don Sawyer, updated the Committee on the process of closing out the FY22 fiscal year.
2. He also shared that he has participated in two training sessions with the new payroll service and informed the Committee of the benefits he sees with the new program.
3. Questions surrounded how the new payroll service would benefit staff and whether the payroll system is new to Sudbury Public Schools alone or in conjunction with the Town of Sudbury.

ii. Assistant Superintendent Report

1. Assistant Superintendent, Kim Swain, shared an update on Student Experiential Learning Projects and Educational Goals. She gave examples of the types of programs students at different grade levels participated in this year.
2. The Committee thanked Ms. Swain, the teachers and students for their collaboration in making these events happen with success.
3. Questions from the Committee surrounded whether there is a plan for civics projects at each grade level.

iii. Superintendent's Report

1. Superintendent, Brad Crozier, shared with the Committee that he had attended 8th Grade Moving On Ceremonies at the middle school. He noted that one lesson learned from COVID protocols was that smaller venues are more intimate and there is more

opportunity for student achievements to be recognized now that ceremonies are held by team rather than the entire grade level.

2. He also reported that the 8th grade DC trip was successful and that a survey would be conducted to learn about how we can make the trip even better in the future. He took the opportunity to thank Lauren Egizio and her team for their work in putting the trip together.
3. Superintendent Crozier also shared an update on upcoming hiring needs in the district.
4. Lastly, he gave an update on the SMILE program noting that two orientations had been held and everyone is looking forward to starting the program.

5. Business and Policy Matters

a. Superintendent Goals and Evaluation Timeline for FY23

- i. Superintendent Crozier shared the goals set for him and reviewed the timeline with the Committee.
- ii. Goal 1 relates to Equity with a plan to respond to the Equity Audit being done by Tracey Benson Consulting.
- iii. Questions from the Committee surrounded clarification on whether actions will be taken from the audit summary or audit review and what level of information the Committee will receive. The Committee also inquired on whether there will be an actual document based on recommendations from the audit.
- iv. Superintendent Crozier then reviewed Goal 2 which relates to Student Achievement and the plan to implement more experiential learning opportunities for students.
- v. He then reviewed Goal 3 which relates to Professional Practice and addressing that, Superintendent Crozier, informed the Committee that Administrators in the district will participate in a class to understand how to implement recommendations from the audit.
- vi. Superintendent Crozier then reviewed the Indicators Proposed which covers student learning, scheduling and management, collaboration with families as well staff culture.
- vii. He then reviewed the timeline covering the School Committee voting on the goals; his mid-year review, when summative reports are due, individual evaluations and finally when FY24 Goals will be discussed.
- viii. Comments from the Committee included the importance of the Professional Culture goal.

1. Chair Silvia Nerssessian motioned to accept the FY23 Superintendent Goals and Evaluation Timeline as amended. Mandy Sim seconded.

a. ROLL CALL VOTE

- i. Mandy Sim: Aye

- ii. Tyler Steffey: Aye
- iii. Sarah Troiano: Aye
- iv. Silvia Nerssessionian: Aye
- 1. **VOTE: 4-0.** Motion carries.

b. Director of Business and Finance Contract

- i. Chair Silvia Nerssessionian took the opportunity to thank Director of Business and Finance, Don Sawyer, for his professional practices, accessibility to the Committee and for providing the Committee with the necessary information in order for them to do their jobs.

- 1. Chair Silvia Nerssessionian motioned to approve Superintendent Crozier to sign the contract for Don Sawyer, the Director of Business and Human Resources, as amended. Tyler Steffey seconded.

- a. ROLL CALL VOTE

- i. Mandy Sim: Aye
 - ii. Tyler Steffey: Aye
 - iii. Sarah Troiano: Aye
 - iv. Silvia Nerssessionian: Aye
 - 1. **VOTE: 4-0.** Motion carries.

c. Review School Committee At-a-Glance Newsletter

- i. Sarah Troiano reviewed the draft of the At-A-Glance newsletter which focused on actions taken by the School Committee, what's upcoming and spotlights of work completed.

- ii. The Committee then discussed small edits to the newsletter.
 - 1. Chair Silvia Nerssessionian motioned to approve the At-A-Glance Newsletter as amended. Mandy Sim seconded.

- a. ROLL CALL VOTE

- i. Mandy Sim: Aye
 - ii. Tyler Steffey: Aye
 - iii. Sarah Troiano: Aye
 - iv. Silvia Nerssessionian: Aye
 - 1. **VOTE: 4-0.** Motion carries.

d. Monthly Accounts Payable and Payroll Warrants Submission

- i. No action required by the Committee.

e. Liaison reports

- i. None.

f. Minutes (5/9/22 and 5/16/22)

- i. The School Committee reviewed and approved the minutes from the May 9, 2022 and May 16, 2022 meeting.

1. Chair Silvia Nerssessian moved to approve the meeting minutes from the May 9, 2022 and May 16, 2022 meetings as amended. Mandy Sim seconded.

- a. ROLL CALL VOTE

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

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

6. Adjournment

- a. Chair Silvia Nerssessian motioned to adjourn the meeting at 8:50 p.m. Tyler Steffey seconded.

- i. ROLL CALL VOTE

1. Mandy Sim: Aye
 2. Tyler Steffey: Aye
 3. Sarah Troiano: Aye
 4. Silvia Nerssessian: Aye

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

Respectfully Submitted,
Julie Williams
Executive Assistant to the Superintendent

Documents Reviewed During the June 21, 2022 School Committee Meeting

1. Superintendent Goals 2022-2023
2. FY23_Sawyer_Donald_DirectorofBusinessHumanResources_5year
3. DRAFT June 2022 At-A-Glance
4. SC Meeting Warrant Summary - 061622
5. 050922_Sudbury School Committee Minutes_DRAFT
6. 051622_Sudbury School Committee Minutes_DRAFT