

Sudbury School Committee
Meeting Minutes
October 3, 2022
Virtual Meeting

Members Present:

Silvia Nerssessionian, Chair
Meredith Gerson, Vice Chair
Nicole Burnard
Mandy Sim
Sarah Troiano

Members Absent:

None

Also Present:

Brad Crozier, Superintendent
Kim Swain, Assistant Superintendent
Don Sawyer, Director of Business and Human Resources
Sandra Duran, Combined Facilities Director
Stephanie Juriansz, Director of Student Services
Ellen Vedora, SEA Representative

Regular Session Meeting

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

1. Opening Statement / Regular Session
 - a. Chair Silvia Nerssessionian performed a roll call and made an announcement that the session is being recorded, that we are 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, Nicole Burnard, Mandy Sim, Sarah Troiano and Silvia Nerssessionian all affirmed in the positive.

2. Public Comment:
 - a. Liesje Quinto, resident and member of the Commission on Disability took the opportunity to invite the Committee members to two events to celebrate Disability Awareness Month.

3. Educational and Operational Matters
 - a. District Reports
 - i. SEA Report (Ellen Vedora)
 1. Mrs. Vedora reported to the Committee that students and staff have continued to transition to the new school year and mentioned that all schools have held their Back to School nights. The

schools held their first Food Pantry collection for the year and 169 boxes were collected. She then took the opportunity to mention the recent loss of a beloved Sudbury Public Schools educator, Jeanmarie Skahan, and shared stories of how Jeanmarie impacted not only her students but her colleagues as well.

2. Both Chair Silvia Nersessian and Superintendent Brad Crozier took the opportunity to acknowledge Ms. Skahan. They spoke to her character and the impact her loss has made on not only the Haynes community but the district and her former families as well.

ii. Director of Business and Human Resources Report

1. Director of Business and Human Resources, Don Sawyer, reported to the Committee that all the changes and recommendations to the first quarter budget report have been made.
2. He also shared that progress continues to be made with the new payroll system. Staff from the Business Office have been training and the hope is that self service portals will be available to staff in November with training to follow.
3. Questions from the Committee included whether staff will have former W-2's available online and what kind of timesheet capabilities does the new system include, if any.

iii. Assistant Superintendent Report

1. Assistant Superintendent, Kim Swain, shared that the METCO Department is now fully staffed with the recent hire of our new METCO Director, Leslie Smart. Once Mrs. Smart starts, there will be a reception held to welcome her.
2. She also shared that a "frozen" fundraiser is underway in an effort to help support funding for the 8th Grade DC trip. Funds will go directly to the trip's cost as well as the scholarship fund.
3. MCAS reports will be going out to families as soon as they are received by the district. She confirmed that those reports will be available in the ASPEN portal and a communication will be sent to families alerting them to this.
4. Ms. Swain also took the opportunity to share her thoughts on Ms. Skahan and reflected on working directly with her.
5. Questions from the Committee included whether the MCAS tests are from the 2022 school year. Will families receive mailed copies of the MCAS results as well? How do families that have moved districts or schools get their copies and how are families notified about the METCO reception welcoming Mrs. Smart.

iv. Superintendent's Report

1. Superintendent, Brad Crozier, informed the Committee that he will be inviting Leslie Smart to a future School Committee meeting.
2. He also shared that the first Superintendent PIE meeting was held and well attended. Questions from that meeting were focused on back to school open houses, transportation and student safety. The next Superintendent PIE meeting will be on Thursday, October 27th at 11:00 a.m.
3. Questions from the Committee surrounded whether future Superintendent PIE meetings will alternate between morning and evening meetings.

4. Business and Policy Matters

a. CPC Applications

- i. Chair Silvia Nersessian informed the Committee that agenda item 3. a. ii, Accessible Pathways to recreational fields and sitting areas, will be moved to a future meeting.

1. Curtis Outdoor Wellness Space, Stephanie Juriansz, Director of Student Services
 - a. Director of Student Services, Stephanie Juriansz, outlined for the Committee the redesign of the proposed space and provided the rationale for the project with the goal to create a space that helps to promote social connections and physical activity needs for both the Curtis community and Sudbury community at large.
 - b. She then shared the survey results from the Curtis students on what kind of equipment they would like to have.
 - c. The Committee asked clarifying questions regarding the CPC application and presentation. The Committee expressed the importance of including the number of students impacted by the project. Committee members also had questions regarding the survey results and it was confirmed students were surveyed for their input.
2. The Committee then discussed the application itself and the amount of money being applied for. They then reviewed all the items that should be included in the application. A motion was made to “submit the application for the Curtis Outdoor Wellness space for the sum of \$451,000.00 with a total project cost of \$480,000.00 to include the information of the \$29,000.00 to be repurposed.” Sarah Troiano seconded the motion. Once discussion resumed, it was recommended to amend the motion as there was a concern that the \$29,000.00 wasn’t an actual number. Further discussion was held and the motion was agreed upon.

3. Chair Silvia Nerssessian moves the Sudbury School Committee to submit the CPC application for the Curtis Outdoor Wellness space with a maximum cost of \$480,000.00 to include the net of any remaining funds from prior projects to be offset by. Sarah Troiano seconded the motion.

a. ROLL CALL VOTE

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

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

b. FY24 Capital Projects, Combined Facilities Director, Sandra Duran

- i. Combined Facilities Director, Sandra Duran, reviewed the FY24 capital projects which include school carpet replacement, school VCT flooring replacement, bathroom partitions repair and replacements, gymnasium padding placement, Curtis A/V and assisted listening sound lighting and control board, HVAC upgrades, interior security cameras and the Curtis health and wellness structure. She also provided the Committee with a broader review of the roof conditions at each school and how old they all are.
- ii. Clarifying questions from the Committee included if the dehumidification control at Haynes addresses the issue or it is investigating it? Are there other mitigation strategies that can be used while the issue is investigated? Will the interior cameras be directly linked to the Sudbury Police Department or just within the schools and is there an excel or google doc with more details that outline the capital projects?
- iii. Meredith Gerson moves to approve the requested capital projects for FY24. Sarah Troiano seconded the motion.

1. ROLL CALL VOTE

- a. Meredith Gerson: Aye
- b. Mandy Sim: Aye
- c. Nicole Burnard: Aye
- d. Sarah Troiano: Aye
- e. Silvia Nerssessian: Aye

i. **Vote:** 5-0. Motion carries.

c. FY24 Budget Timeline

- i. Superintendent Crozier walked the Committee through the budget timeline. He shared that cost center meetings are planned. Enrollment and other data points that will affect the budget are being monitored and the goal is to bring the Budget Book to the School Committee for approval before the February Finance Committee Meeting.

- d. School Committee Handbook
 - i. Chair Silvia Nerssessian informed the Committee that the materials included in the packet show the edits to the handbook. She provided an overview of the changes being made. The Committee then discussed and made recommendations on a few changes.
 - ii. Chair Silvia Nerssessian moves to approve the School Committee Handbook as amended. Sarah Troiano seconded the motion.
 - 1. ROLL CALL VOTE
 - a. Meredith Gerson: Aye
 - b. Nicole Burnard: Aye
 - c. Mandy Sim: Aye
 - d. Sarah Troiano: Aye
 - e. Silvia Nerssessian: Aye
 - i. **Vote:** 5-0. Motion carries.

- e. Future Agenda Items
 - i. Chair Silvia Nerssessian informed the Committee that a communication with a list of budget dates and expectations will be added to a future meeting for approval to be sent to the SPS community as well as the Select Board and Lincoln Sudbury School Committee.

- f. Minutes (8/29/22 and 9/13/22)
 - i. Meredith Gerson moves to approve the Open Session meeting minutes from the August 29, 2022 and September 13, 2022 meetings as amended. Sarah Troiano seconded the motion.
 - 1. ROLL CALL VOTE
 - a. Meredith Gerson: Aye
 - b. Nicole Burnard: Aye
 - c. Mandy Sim: Aye
 - d. Sarah Troiano: Aye
 - e. Silvia Nerssessian: Aye
 - i. **Vote:** 5-0. Motion carries.

5. Adjournment

- a. Chair Silvia Nerssessian motioned to adjourn the meeting at 9:18 p.m. Sarah Troiano seconded the motion.
 - i. ROLL CALL VOTE
 - 1. Meredith Gerson: Aye
 - 2. Nicole Burnard: Aye
 - 3. Mandy Sim: 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 October 3, 2022 School Committee Meeting

1. **FY23 YTD Budget 220930**
2. **CPC Details**
3. **DRAFT Curtis Health and Wellness Outdoor Space Presentation v1**
4. **FY24 Capital Requests**
5. **FY24 Budget Timeline**
6. **School Committee Handbook Draft 10.03.22_RedLines**
7. **Final_School Committee Handbook 10.03.22**
8. **082922_Sudbury School Committee Minutes_DRAFT**
9. **091322_Sudbury School Committee Minutes_DRAFT**