

Sudbury School Committee
Meeting Minutes
November 21, 2022
Virtual Meeting

Members Present:

Silvia Nerssessian, 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
Sara Rivera, SEA Representative

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. Meredith Gerson, Nicole Burnard, Sarah Troiano and Silvia Nerssessian all affirmed in the positive.
 - b. Meredith Gerson moved to convene into Executive Session to discuss strategy with respect to and in preparation for collective bargaining with the Sudbury Nurses' Union, 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 November 8, 2022. Sarah Troiano seconded.
 - 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.

- c. Chair Silvia Nerssessian confirmed that the Committee will enter into Executive Session to discuss strategy with respect to and in preparation for collective bargaining with the Sudbury Nurses' Union, 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 November 8, 2022 and the Committee will reconvene in open session.
- d. Return from Executive Session
 - i. Chair Silvia Nerssessian noted that the Committee returned from the Executive Session at 7:00 p.m. Chair 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. Nicole Burnard, Mandy Sim, Sarah Troiano and Silvia Nerssessian all affirmed in the positive.
- 2. Public Comment:
 - a. None
- 3. Educational and Operational Matters
 - a. District Reports
 - i. SEA Report (Sara Rivera)
 - 1. Ms. Rivera began by introducing herself to the Committee and shared her background with them.
 - 2. She then took the opportunity to update the Committee on what's going in the district including parent teacher conferences being underway and the District recently celebrated the Educational Support Staff in each building. She thanked them for their hard work throughout the year.
 - 3. In closing she took the opportunity to thank the Committee for including SEA members to not only be part of their meeting but to present as well.
 - ii. Director of Business and Human Resources Report
 - 1. Director of Business and Human Resources, Don Sawyer, shared with the Committee that he has recently met with the Finance Committee Liaison to cover the budget reconciliation form before the budget process begins. They made significant changes to the form and it's closely aligned with how we report. He also confirmed that the Business Office continues to collect data in anticipation of the December 6th budget review meeting.
 - 2. He also shared that all small cap items have been cleared and are included in the town manager's budget.

3. Questions from the Committee included were there any changes in how we report on the reconciliation sheet?

iii. Assistant Superintendent Report

1. Assistant Superintendent, Kim Swain, provided a few updates to the Committee which included benchmarking meetings happening in the District and fundraising for the 8th Grade DC trip continues with the Frozen Fundraiser raising \$9,653.00. More fundraisers are planned and currently 213 students are registered for the trip.
2. Questions from the Committee included when will the final agenda for the trip be released and is there an update on scheduled events yet?

iv. Superintendent's Report

1. Superintendent, Brad Crozier, added to the DC trip conversation by sharing with the Committee that his priorities for DC trip events include a visit to the Black History Museum and the Holocaust Museum.
2. He then shared that the district sent home COVID tests to families with the hope that they test after the Thanksgiving and winter breaks.
3. He then shared that budget prep meetings continue and also shared a timeline with the Committee on when capital updates will be provided as well as when presentations by Student Services and Curriculum Groups will be provided.
4. Questions from the Committee included whether the Dyslexia Working Group will be discussed during the ELA curriculum review. Will they receive an update on the Equity Audit work and they looked for clarification on upcoming department presentations.
5. Lastly he shared that he has been working together with Lincoln Public Schools, Lincoln Sudbury Public School and legislators to advocate for a meeting to discuss the tuition rate increase for out of district funding as this will impact our budget. Chair Nerssessionian confirmed that there is a meeting scheduled at the end of November and an update to the Committee will be provided after that.

4. Business and Policy Matters

a. 2023-2024 School Calendar

- i. Superintendent Crozier informed the Committee that a draft of the 2023-2024 school calendar has been created with consideration of similar dates to Lincoln Sudbury's 2023-2024 calendar as well as typical low attendance days as presented in the past.

- ii. Meredith Gerson moves to approve the 2023-2024 school calendar as amended. Sarah Troiano seconded the motion.
- iii. The Committee then discussed moving all recognized holidays to an additional page in order to be more inclusive to holidays that are celebrated by families in the district. Proposed changes and additions were discussed and the Committee decided to approve the draft of the calendar as presented and will add the additional page of holidays. A final vote on the calendar will happen after it is amended.
 - 1. ROLL CALL VOTE
 - 2. Meredith Gerson: Aye
 - 3. Nicole Burnard: Aye
 - 4. Mandy Sim: Aye
 - 5. Sarah Troiano: Aye
 - 6. Silvia Nerssessian: Aye
 - a. **Vote:** 5-0. Motion carries.
- b. FY24 Budget Book Feedback
 - i. Chair Silvia Nerssessian explained to the Committee that this is an opportunity to provide feedback and recommendations on the current budget book for Superintendent Crozier to consider for the FY24 Budget Book.
 - ii. Feedback from the Committee was positive, one change was suggested and questions included how we can share the book more widely amongst the community.
- c. Town Manager's Budget Guidance
 - i. Superintendent Crozier explained to the Committee that he met with the Town Manager, Town Finance Director and Superintendent of Lincoln Sudbury Regional High School to discuss budget considerations. He then shared the letter included in the packet was the towns guidance on the budget increase for SPS for Fiscal Year 2024.
 - ii. Discussion continued with the Committee where he explained that the increase to the budget is actually 3.62% not 3.5% after updating medicaid funding numbers.
 - iii. The Committee then had questions in regard to the flow of medicaid funding that should directly come to SPS, how the money is tracked on the town side and will we get an updated letter with the increase in percentage.
 - iv. The conversation concluded with an understanding that the Committee would like to address the backpay of medicaid funds, a better understanding of what warrant articles are needed so that medicaid funds can go directly to SPS rather than going into the town's general operating fund and looking into adding a warrant to the annual town meeting to get reimbursed for previous Chapter 70 and medicaid reimbursements.

- d. School Committee FY24 Budget Priorities
 - i. Chair Silvia Nerssessian shared with the Committee that they are part of the budget planning and Superintendent Crozier confirmed that he is seeking input from the Committee on where their priority considerations are for budget planning.
 - ii. The Committee then discussed their priorities which include finding a balance between academic and student supports with a focus on mental health, strengthened tiered supports and findings from the equity audit.
- e. Monthly Accounts Payable and Payroll Warrants Submission
 - i. No action required by the Committee.
- f. ACCEPT Annual Report (2021-2022)
 - i. Superintendent Crozier explained to the Committee that Collaborative groups are required to submit their annual report to their member School Committees. There is no action required by the Committee. Case Collaborative's report will be available sometime in December or January.
- g. Liaison Reports
 - i. Chair Silvia Nerssessian reported that she is currently working on scheduling a Tri-District Meeting with legislators.
- 5. Minutes (10/3/22, 10/24/22 and 11/8/22)
 - a. Meredith Gerson moves to approve the Open Session meeting minutes from the October 3, 2022, October 24, 2022 and November 8, 2022 School Committee meetings as amended. Sarah Troiano seconded the motion.
 - i. ROLL CALL VOTE
 - 1. Meredith Gerson: Aye
 - 2. Mandy Sim: Aye
 - 3. Nicole Burnard: Aye
 - 4. Sarah Troiano: Aye
 - 5. Silvia Nerssessian: Aye
 - a. **Vote:** 5-0. Motion carries.
- 6. Adjournment
 - a. Chair Silvia Nerssessian moved to adjourn the meeting at 8:51 p.m. Sarah Troiano seconded the motion.
 - i. ROLL CALL VOTE
 - 1. Meredith Gerson: Aye
 - 2. Mandy Sim: Aye
 - 3. Nicole Burnard: 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 November 21, 2022 School Committee Meeting

1. **2023-2024 School Calendar_DRAFT**
2. **FY23 Budget Book (Final)**
3. **SPS FY24 Budget Guidance 11-4-2022**
4. **SC FY24 Budget Priorities**
5. **SC Meeting Warrant Summary - 111822.docx**
6. **ACCEPT Annual Report 2021-2022**
7. **100322_Sudbury School Committee Minutes_DRAFT**
8. **102422_Sudbury School Committee Minutes_DRAFT**
9. **110822_Sudbury School Committee Minutes_DRAFT**