

Sudbury School Committee
Meeting Minutes
January 23, 2023
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
Drew Kelsey, SEA Representative
Don Sawyer, Director of Business and Human Resources
Kim Swain, Assistant Superintendent
Maryanne Bilodeau, Interim Town Manager
Dan Carty, Sudbury Select Board
Janie Dretler, Sudbury Select Board
Dennis Keohane, Town of Sudbury Finance Director / Treasurer
Lisa Kouchakdjian, Sudbury Select Board
Jennifer Roberts, Sudbury Select Board
Charlie Russo, Sudbury Select Board

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, Mandy Sim, 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 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 21, 2022. 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.

- 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 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 21, 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. Meredith Gerson, Nicole Burnard, Mandy Sim, Sarah Troiano and Silvia Nerssessian all affirmed in the positive.

2. Public Comment:

- a. None

3. Special Matters

- a. Vote to Open Joint Meeting with Sudbury Select Board, Interim Town Manager, Maryanne Bilodeau, Finance Director / Treasurer, Dennis Keohane

- i. School Committee Letter from January 9, 2023

1. Chair Silvia Nerssessian motioned to open the Sudbury School Committee's Joint Meeting with the Sudbury Select Board. Sarah Troiano seconded the motion.

a. ROLL CALL VOTE

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

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

2. Select Board Chair Charlie Russo motioned to open the Select Board's Joint Meeting with the Sudbury School Committee. Lisa Kouchakdjian seconded the motion.

- a. ROLL CALL VOTE

- i. Dan Carty: Aye
 - ii. Jennifer Roberts: Aye
 - iii. Janie Dretler: Aye
 - iv. Lisa Kouchakdjian: Aye
 - v. Charlie Russo: Aye

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

3. Chair Nerssessian thanked the Select Board for joining the meeting and shared that this is an opportunity as a group to discuss the proposed override based on an approved School Committee budget which was over the town's guidance.
4. Chair Russo and Interim Town Manager, Maryanne Bilodeau, confirmed that there isn't a need for a special warrant for the override if the Board decides to put it on the ballot.
5. Questions from the Select Board included whether the School Committee is asking for enough money for the override, they asked for clarification on how medicaid funds and Chapter 70 funds are being used, and asked for clarification on whether circuit breaker funds are being used.
6. Clarifying questions surrounded whether circuit breaker funds were designated for out of district costs only, if unexpected special education placements arise, will we have enough funds to cover and is there a benefit to getting an early decision on the override?
7. The School Committee shared that they believe it will be very beneficial for an early decision to be considered as Sudbury Public Schools will need time to educate the community.
8. Lisa Kouchakdjian motioned to adjourn the Select Board's Joint Meeting with the Sudbury School Committee. Jennifer Roberts seconded the motion.

- a. ROLL CALL VOTE

- i. Dan Carty: Aye
 - ii. Janie Dretler: Aye
 - iii. Jennifer Roberts: Aye
 - iv. Lisa Kouchakdjian: Aye
 - v. Charlie Russo: Aye

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

4. Meredith Gerson motioned to adjourn the School Committee's Joint Meeting with the Sudbury Select Board. Sarah Troiano seconded the motion.

- a. ROLL CALL VOTE

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

- v. Silvia Nerssessian: Aye
 - 1. **Vote:** 5-0. Motion carries.

5. Educational and Operational Matters

a. District Reports

i. SEA Report (Drew Kelsey)

- 1. Mr. Kelsey updated the Committee with things going on in the district including students from Curtis at each grade level are watching and interacting with urban improv. At Nixon students will be participating in a full school read aloud. Students at Noyes are participating in a clothing drive for Katie's closet. Loring 5th graders are busy promoting the Food Pantry and Haynes staff participated in an activity to analyze the results of the equity audit data.

ii. Director of Business and Human Resources Report

- 1. Don Sawyer provided the Committee with an update on the new payroll system. First payroll was a success with two small errors that were easily corrected. Staff are successfully using the portal and the second payroll is ready for processing.
- 2. Questions from the Committee included whether staff receive verification when making changes to their status or banking information.

iii. Assistant Superintendent Report

- 1. Kim Swain shared an update with the Committee on the upcoming Professional Development day. Presenters from Sudbury Public Schools, IDEAS, Landmark and Safe Schools are confirmed to facilitate workshops.
- 2. Ms. Swain took the opportunity to congratulate recent SERF recipients. Jeff Ilg received a grant to support portable gaga pits, Rebecca Amaral and Sarah Rivera received funds for decodable text. Lastly, Tim Montgomery and Michael Neagle received a buzzer for the ECMS trivia club.

iv. Superintendent's Report

- 1. Superintendent Crozier shared an update on the Haynes principal search. A survey was distributed to both families and staff at Haynes. The Selection Advisory Committee Members were notified that they had been selected. Applications are due on February 1. He also informed the Committee that there is a strong pool of applicants who have already applied.
- 2. He then shared that he and Kim Swain will be attending a METCO Leadership Retreat. On the agenda is a discussion regarding METCO funding and an opportunity for expansion given by the Deputy Commissioner. They will also gain knowledge on racial equity pilot funding.

6. Business and Policy Matters

a. 2024 Annual Town Meeting Warrant Articles

- i. Chair Nerssessionian shared that the warrants were being brought forward one last time before submission.
- ii. Questions from the Committee surrounded the HVAC Warrant and requesting the reversion of funds within the article. Questions from the Committee included do we know what the reversion funds total.
- iii. Chair Nerssessionian motioned to approve the schools HVAC Repairs and Replacement Article amending the report to include a list of reversion of funds from prior SPS Capital Town Meeting Article balances and to authorize it to be submitted by Don Sawyer, and signed by the Chair, on behalf of the Committee. Meredith Gerson 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 Nerssessionian: Aye
 - i. **Vote:** 5-0. Motion carries.
- iv. Minor edits were suggested on both the Surveillance Camera Warrant Article as well as the Curtis Outdoor Wellness Space Warrant. Suggested amendments were made.
 - v. Silvia Nerssessionian motioned to approve the Sudbury Public Schools Surveillance Camera Article and the Curtis Outdoor Health and Wellness Space as amended and authorized Don Sawyer to submit, and the School Committee chair to sign, on behalf of the Committee. Mandy Sim 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 Nerssessionian: Aye
- i. **Vote:** 5-0. Motion carries.

b. Summer Program (SMILE+) Fee

- i. Superintendent Crozier shared the rationale for an increase in the SMILE+ program. The price will increase from \$300.00 to \$900.00 for the half day 4 week program. Despite the increase, the program is still one of the lower cost programs in the surrounding area. He also shared that the name of the program is changing to SMILE Explore.
- ii. Clarifying questions from the Committee surrounded the likelihood of families wanting to participate in the full day program, will financial aid be

available to families in need and will the enrollment invitation be similar to last year.

- iii. Chair Silvia Nerssessian motioned to approve the SMILE Program Explorer fees as presented. 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. FY23 Budget to Actual Q2 Report

- i. Don Sawyer provided a detailed summary of transfers he made to the Committee through December 31, 2022. He also shared that we are currently \$8,000.00 under budget.
 - ii. Questions from the Committee included clarification on the increase in sub costs and whether we can expect another significant increase.
 - iii. Meredith Gerson moves to approve FY23 transfers as presented. 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.

- d. Review SPS Town Annual Report

- i. Chair Nerssessian explained to the Committee that this is a District report that the School Committee needs to approve annually before submission to the town.
 - ii. Formatting edits were suggested.
 - iii. Chair Silvia Nerssessian authorized the Superintendent to submit the SPS Town Annual Report as amended. Mandy Sim 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. Monthly Accounts Payable and Payroll Warrants Submission
 - i. No action required by the Committee.
- f. Review FY24 Draft Budget Book
 - i. Chair Nerssessionian explained to the Committee that this is the first draft of the FY24 Budget Book.
 - ii. Superintendent Crozier shared with the Committee that new items added to the Budget Book include both Town Meeting Warrant Articles and Capital Items. An MCAS data section as well as the Metrowest Adolescent Health survey data have also been included.
 - iii. The Committee shared small edits and positive feedback on the book.
 - iv. Questions from the Committee included how the book gets distributed and a recommendation to add a paragraph on community engagement opportunities was offered.
- g. Future Agenda Items
 - i. Chair Nerssessionian confirmed that two School Committee Workshops have been scheduled.
- h. Liaison Reports
 - i. Chair Nerssessionian confirmed that the new Finance Committee Budget Hearing date is confirmed for February 15th.
 - ii. She also shared that the CIAC unanimously approved the Curtis Outdoor Health and Wellness Structure at their meeting.
- i. Minutes (12/9/22 and 12/22/22)
 - i. Meredith Gerson moved to approve the School Committee Meeting minutes from the December 19, 2022 and December 22, 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 Nerssessionian: Aye
 - i. **Vote:** 5-0. Motion carries.

7. Adjournment

- a. Chair Silvia Nerssessionian moved to adjourn the meeting at 9:17 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 January 23, 2023 School Committee Meeting

1. SSC Budget Letter to Select Board 1.9.23
2. Medicaid Payment History_230117
3. FY24_ATM Warrant Article_SPS Curtis AV and Assisted Listening System
4. FY24_ATM Warrant Article_SPS Security Cameras
5. FY24 WarrantArticle_SPS_Curtis Outdoor Health and Wellness Space
6. FY24 SPS Bus Rev. Fund Warrant Article
7. FY24 Warrant Article_Schools HVAC Repairs and Replacements
8. FY24_ATM Warrant Article_SPS Medicaid and Chapter 70 Increase Reimbursement Transfer Article for ELA Review
9. FY24 SPS Instrumental Music rev fund Warrant Article
10. FY24_ATM Warrant Article_SPS FY23 Medicaid Reimbursement Transfer Article
11. FY23 YTD Budget 221231
12. SPS Town Report 2022
13. SC Meeting Warrant Summary - 012023
14. FY24 Budget Book (DRAFT)
15. 121922_Sudbury School Committee Minutes_DRAFT
16. 122222_Sudbury School Committee Minutes_DRAFT