

Sudbury School Committee
Meeting Minutes
June 26, 2023
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

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, 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 Nerssessionian all affirmed in the positive.

2. Public Comment
 - a. None

3. Educational and Operational Matters
 - a. District Reports
 - i. Director of Business and Human Resources Report
 1. Mr. Sawyer gave a review of the process for closing the FY23 budget.
 2. The final FY23 payroll has been completed and the Business Department is currently working on the first payroll for FY24.
 3. There is no AP Warrant submitted this week due to the closing of the FY23 budget.

 - ii. Assistant Superintendent Report

1. Hiring has been completed for the SMILE and Explore summer programs. The curriculum has been finalized and staff orientations are complete. Finalizing student packets is underway.
2. Sudbury has been awarded an additional ESY Grant to support the SMILE program.

iii. Superintendent's Report

1. In preparation for the upcoming school year, lots of interviews are taking place.
2. Bryant Amitrano, new Principal at the Haynes School has officially started.
3. The state's FY24 budget is in conference committee and will not be released by June 30th as was originally expected. In relation to the 14% OSD increase, we still have not heard on the supplemental budget proposed.
4. The Committee asked clarifying questions related to the expectations for when the budget comes out of conference committee, will all of the recommended budget components be decided upon? Is there a sense on pothole funds? Do we have clarification from the town on how school-related funds will be sent to the district?

4. Business and Policy Matters

a. Memorandum of Agreement with the Sudbury Education Association, Units A, B and C

- i. Chair Nerssessian confirmed that action on this item had already taken place in a prior Executive Session meeting and that a roll call vote by the Committee is a formality.

1. Vice Chair Meredith Gerson moves to approve the Memorandum of Agreement between the Sudbury School Committee and Sudbury Education Association, Units A, B and C regarding the Installation and Use of Security Cameras in the Sudbury Public Schools. Sarah Troiano seconded the motion.

a. ROLL CALL VOTE

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

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

b. Application for School Personnel to Administer EpiPens

- i. Chair Nerssessian confirmed for the Committee that this is an annual application for trained school personnel to administer EpiPens within the schools and requires a vote by the Committee.
 - 1. Chair Silvia Nerssessian moves to approve the application for School Personnel to administer EpiPens and authorizes the Superintendent and Chair of the School Committee to sign. Sarah Troiano seconded the motion.
 - a. ROLL CALL VOTE
 - i. Meredith Gerson: Aye
 - ii. Nicole Burnard: Aye
 - iii. Sarah Troiano: Aye
 - iv. Mandy Sim: Aye
 - v. Silvia Nerssessian: Aye
 - 1. **Vote:** 5-0. Motion carries.
- c. Superintendent Evaluation 2022-2023
 - i. This is the final step in the Superintendent's evaluation process. Superintendent Crozier appreciated the feedback provided by the Committee members and took the opportunity to thank them and his staff throughout the district for their collaboration in working towards district goals supporting students.
 - ii. The Committee reviewed the summative report. Highlights included the districts use of data and how that had a direct correlation to the community repose in support of what is needed for students.
 - 1. Vice Chair Meredith Gerson moves to approve the Sudbury School Committee Summative Evaluation Report for Superintendent Crozier for the 2022-2023 year. Sarah Troiano seconded the motion.
 - a. ROLL CALL VOTE
 - i. Meredith Gerson: Aye
 - ii. Sarah Troiano: Aye
 - iii. Mandy Sim: Aye
 - iv. Nicole Burnard: Aye
 - v. Silvia Nerssessian: Aye
 - 1. **Vote:** 5-0. Motion passes.
- d. Superintendent Goals and Evaluation Timeline 2023-2024
 - i. Superintendent Crozier reviewed the proposed goals, action steps and evidence he will provide to show the work accomplished. Detailed action steps were provided to support his District Improvement, Professional Practice and Student Achievement Goals.
 - ii. In regards to the District Improvement Goal, clarifying questions from the Committee surrounded what the expectation for rollout of the new ELA and SEL curriculum is; a better understanding of how data will be

gathered to ensure the expectations of the delivery of the new curriculum is being met; clarification on Professional Development schedules and whether there are specific benchmarks for the first year rollout of the ELA curriculum review.

- iii. In regards to the Professional Practice Goal, clarification was made when the Committee questioned whether participating in Professional Development was in addition to attending Keys to Literacy training.
- iv. In regards to the Student Achievement Goal, clarification was provided when the Committee questioned whether an audit of current materials was necessary to ensure the District has what it needs to roll out the new curriculum(s).
- v. Lastly, the Evaluation Timeline was reviewed, suggested changes to the timeline were discussed and accepted.
- vi. Chair Silvia Nerssessian moves to approve the FY24 Superintendent Goals and Evaluation Timeline 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 passes.

e. School Committee At-A-Glance Newsletter

- i. The School Committee approved the newsletter to be sent to families on June 27, 2023.
- ii. Vice Chair Meredith Gerson moves to approve the Sudbury School Committee At-A-Glance Newsletter for June 2023. 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.

f. Monthly Accounts Payable and Payroll Warrants Submission

- i. No action required by the Committee.

g. Future Agenda Items

- i. Chair Nerssessian provided an update on what the July 17th School Committee agenda will include. Director of Business and Human

Resources, Don Sawyer is working to see if MSBA can have a representative available at a future meeting to understand MSBA eligibility for upcoming roof repairs.

5. Adjournment

a. Chair Silvia Nerssessian moves to adjourn the meeting at 8:08 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 June 26, 2023 School Committee Meeting

1. Draft MOA Security Cameras6.1.23
2. MDPH_SchoolHealthUnitApplication
3. BradCrozier_Evaluation_SN2023
4. Crozier_Evaluation_Gerson_2022-2023
5. Crozier_Evaluation_Burnard_053023
6. Crozier_Evaluation_05302_Mandy_rev
7. SGT Evaluation Report Superintendent FY23
8. SSC Summative_Crozier_Evaluation_2023
9. FY24 Superintendent Evaluation Timeline
10. Final June 2023 At-A-Glance
11. SC Meeting Warrant Summary - 062223