

Sudbury School Committee
Meeting Minutes
December 4, 2023
Virtual Meeting

Members Present:

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

Also Present:

Brad Crozier, Superintendent
Don Sawyer, Director of Business and Human Resources
Kim Swain, Assistant Superintendent
Anneke Bartelsman, SEA Representative

Regular Session Meeting

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

1. Opening Statement / Regular 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. 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. SEA Report (Anneke Bartelsman)
 - i. Ms. Bartelsman provided an update to the Committee on community service activities throughout the district including updates on the Sudbury Food Pantry collection, the Loring Annual Cradles to Crayons pajama drive, Noyes School is donating books at their annual book fair and participating in a cancer society fundraiser, Haynes students are creating cards for Veterans and the Nixon School is collecting Toys for Tots. At the Curtis Middle School, a Friendsgiving gathering was held and an update was provided on the Curtis Angels and the activities they participated in over the Fall.
 - b. District Reports
 - i. Director of Business and Human Resources Report
 1. Mr. Sawyer provided an update including the District being approved for the IDA Part B Grant in the amount of \$26,361.00.
 2. He recently attended an MSBA workshop. Updates from that included the MSBA Accelerated Repair Program will be restarted in 2024. The initial application process will open in January and will close on March 1st. A feasibility study will be required for roof

restoration and replacement projects. The MSBA does require solar ready roof replacement and the statement of interest process is moving to a bi-annual review.

Meredith Gerson joined the meeting.

- ii. Assistant Superintendent Report
 - 1. Both Ms. Swain and Leslie Smart attended the 39th Annual METCO Directors Association Conference. Kimberly Parker was the keynote speaker and over 550 educators across Massachusetts attended the conference.
- iii. Superintendent's Report
 - 1. Superintendent Crozier provided an update on the Fairbank move including a timeline of the move and when offices will be open / closed to the public.
 - 2. The Massachusetts House and Senate is working on the FY23 budget close out. Details on the OSD funding amounts are still pending.
 - 3. Listening sessions have been completed at all schools and spring sessions have been scheduled.
- 4. Business and Policy Matters
 - a. FY25 Budget Planning
 - i. Town Manager's Budget Guidance
 - 1. The Committee engaged in discussion about the budget guidance provided to Sudbury Public Schools and the concern among disparity between the other cost centers in town. Superintendent Crozier did share that prior to tonight's meeting, an updated letter with an increase in guidance letter was provided by the Town Manager.
 - 2. Questions from the Committee surrounded the source of guidance to the town for providing revenue forecasts, SPS employee benefit cost trends, chapter 70 funds, medicaid reimbursement and whether reconciliations have ever been provided to see projected costs vs actual costs.
 - 3. The School Committee acknowledged their appreciation for the adjusted guidance given by the Town Manager but shared that the difference in the percentage given to the other cost centers is a large concern. Clarity on the process for which percentages are handled and if there was any basis for why SPS received significantly less than other cost centers was discussed.
 - ii. Review Superintendent Line Item Draft Budget
 - 1. Superintendent Crozier reviewed the draft budget presented including initial budget projections which include School Committee priorities. Some budget pressure items still need to be considered and adjustments need to be made based on the new budget guidance received.
 - 2. Mr. Sawyer shared that all recovery supports were able to be maintained despite losing expiring ESSER and ARPA funding

which helped support mental health FTEs. The SMILE and Explore summer programs are also included in this version of the budget. What was not added to this version was ESL supports, and science and world language curriculum reviews.

3. Clarifying questions from the Committee surrounded the ESL positions and resources for curriculum reviews. In addition, further discussion included questions surrounding where ELA curriculum review funds are being drawn from, a better understanding of the Pre-K expansion consideration, and a better understanding on ARPA funds.
- iii. Review Budget Timeline and Communications
 1. The School Committee reviewed a proposed communication to be shared with the district and families.
- b. FY25 Capital Updates and Town Meeting Warrant Articles
 - i. Chair Nerssessionian explained that department meetings occur to help develop both large and small capital items for consideration at town meeting. The Committee then reviewed the proposed warrant articles recommended for submission.
 - ii. Questions surrounding the Haynes dehumidification project were discussed. The Committee agreed to discuss the project again in January once further clarification has been received.
 - c. Review the Memorandum of Agreement on the Joint Facilities Department
 - i. Chair Nerssessionian provided an update on the process in which this contract was established between the town and the schools. Reviewing this agreement has been discussed in the past but was deferred. The purpose for the review is to ensure the positions structure and effectiveness for the schools are up to date as well as to determine whether the role can complete projects on schedule and within budget.
 - ii. The School Committee expressed concerns about the impact on the budget that they can't control, the complexity of building projects and the timeliness of their completion.
 - iii. The Committee agreed to revisit the MOA based on the longevity of when it was initially established, staff being funded by the SPS budget and where the responsibilities of these funded positions lie.
 - iv. Vice Chair Meredith Gerson moves to authorize Silvia Nerssessionian, Chair of the Sudbury School Committee, and Brad Crozier, Superintendent, to engage in restructure and renegotiate the MOA for the Facilities Department. Sarah Troiano seconded the motion.
 1. ROLL CALL VOTE
 - a. Meredith Gerson: Aye
 - b. Sarah Troiano: Aye
 - c. Mandy Sim: Aye
 - d. Nicole Burnard: Aye
 - e. Silvia Nerssessionian: Aye
 - i. **Vote:** 5-0. Motion passes.
 - d. Liaison Reports

- i. Mandy Sim provided an update on her participation in a recent MASC / MASS Conference including workshops she attended.
 - ii. Nicole Burnard shared that she participated in her first Wellness Meeting as the School Committee Liaison and learned how SEL is included in all facets of education.
 - iii. Chair Nerssessionian shared that she will be meeting with the Chairs of both the Lincoln Public and Lincoln Sudbury Regional High School Committees regarding a potential joint meeting.
 - e. Minutes (October 16, 2023)
 - i. Vice Chair Meredith Gerson moves to approve the Sudbury School Committee regular open session meeting minutes from October 16, 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 Nerssessionian: Aye
 - i. **Vote:** 5-0. Motion passes.
5. Adjournment
 - a. Chair Silvia Nerssessionian moves to adjourn the meeting at 9:47 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 Nerssessionian: Aye
 - a. **Vote:** 5-0. Motion passes.

Respectfully Submitted,
 Julie Williams
 Executive Assistant to the Superintendent

Documents Reviewed During the December 4, 2023 School Committee Meeting

1. Town Manager's Budget Guidance Letter
2. FY25 Budget Summary by Function Code_231201
3. FY25 Budget Object Code Summary_231201
4. CIP_FY25_SPS-2 VCT Flooring Replacement
5. CIP FY23 SPS-4 Schools Paging, Clocks and Bell Systems
6. CIP FY25 SPS-5_Schools Door Repairs and Replacements
7. CIP_FY25_SPS-1 Carpet Replacement
8. CIP_FY25-SPS_3 Painting
9. CIP FY25 SPS-6_Haynes School Dehumidification
10. MOA Joint Facilities Agreement
11. 101623_Sudbury School Committee Minutes_DRAFT