

Sudbury Public Schools (SPS)
School Committee Meeting Minutes
October 2, 2017, 6:00 PM
Fairbanks Community Center

Members Present:

Christine Hogan, Chair
Richard Tinsley, Vice Chair
Margaret Helon
Lisa Kouchakdjian
Lucie St. George

Also Present:

Don Sawyer, Director of Business and Finance
Dr. Anne Wilson, Superintendent of Schools
Kimberly Swain, Assistant Superintendent of Schools
Amie Abdul-Khabir, SEA Representative

1. Call to Order

Chair Christine Hogan opened the session at 6:00 P.M.

2. FY19 Budget Planning

Don Sawyer noted tonight's budget category will cover Pupil Services.

- The total FY19 Forecast is \$36,793,078.
- FY19 will see a 1.76% increase from FY18.
- Contract settlements, revisions and new contracts, as well as position changes, will update all forecast years; SEA contracts are still unsettled.
- Revisions to the forecast have been adjusted to include changes to computer software, and regular day transportation. The Committee discussed the bus transportation budget and potential changes to the budget when the start/end school times are adjusted.
- Building Maintenance line item will remain open until finalized:
Motion: Richard Tinsley made a motion that the Committee give authority to Don to do an assessment of cost to outsource our janitorial services as appropriate, and to do a comparison of what we currently spend. Christine Hogan seconded the motion.
Vote: 5-0. Motion carries.

- The total FY18 budget for Special Education out-of-district tuition is \$2,524,205 (prior to Grant or Circuit Breaker Reimbursement). The Committee discussed having a future discussion on Grants/ and Grant writing including hiring a grant writer. Don Sawyer explained the Circuit Breaker Reimbursement.

- There are 390 students (K-8) on IEP's and 31 students Out of District. Christine Hogan would like to see a historical chart for the past 3-5 years showing the number of students on IEP's complete with staff information, including the number FTE's at that time.
- The total number of Pupil Services full-time employees for FY18 is 134.2. Director of Pupil Services oversees these positions and is not limited to Special Education services.
- The total FY18 budget for Non-Salary Expenses is \$855,285.
- Christine Hogan would like to see reporting on Student Activity Fees, complete with breakdown by program, number of students per program and costs involved for staffing, materials, etc. She stated the Committee had been advised last year the student fees were not covering the costs of the programs and therefore funds from general operating budget needed to supplement. She would like to see and share with the community where the dollars are going. Richard Tinsley added it would be helpful to see all the fees in totality, including all fees, not just Activity Fees, and the impact on families.

2 District Reports

Amie Abdul-Khabir, SEA Representative

- Wally Bells 5K Race was held yesterday, there was a fantastic turnout.
- Will submit list of runners and winners to the Committee.

Kimberly Swain, Assistant Superintendent of Schools

- Previewed Friday's Professional Development Day, which will include specialized training with NEC coming in and safety care training.

Dr. Anne Wilson, Superintendent of Schools

- Commended teams at each school for successful Open Houses, each had great attendance.
- Mentioned the teachers will be busy on Friday with Professional Development Day.
- Noted they are continuing to revise bus routes and that a second bus is being added.
- No new updates for Odyssey; thanked all those who have submitted feedback. Reiterated comments regarding cost and accessibility; they will have an update at the October 18th School Committee Meeting. Will continue to consider feedback received on Let's Talk.
- Improving Aspen communication process; now information will update on a continuous basis. Test phone call will be going out in October, notice will be sent home regarding this. Will continue to communicate through Twitter and email regarding snow days.
- Two upcoming Superintendent Chats: October 10, 6:00-7:30 PM and November 13 8:00-9:30 PM.

Liaison Reports

Lisa Kouchakdjian

- Reported that she attended a Park and Recreation Meeting at which there was a playground presentation, meetings are once per month.
- Is continuing to meet with Maggie Helon as the Policy Subcommittee; they are waiting to hear back from Michael Gilbert from MASC and will soon be able to update the Committee.
- Noted a SEPAC Meeting will be held October 10 at 7:00 PM at the Police Station, as well as a coffee at her home October 17 at 10:00 AM. SEPAC will also meet November at 7:00 PM at the Curtis School Library; Dr. Karen Levine will be the guest speaker, the topic will be anxiety.

Maggie Helon

- Will be attending the October 10 SEPAC meeting, and will be happy to share any communications as she is the SPSC liaison to SEPAC. Other meetings she will be attending for are at the home of Lisa Kouchakdjian, as well as a social at the Lotus Blossom Restaurant on Friday, October 20 at 7:00 PM, and another coffee Nov 1, 10:00-12:00 PM at 173 Peakham Road.
- Attended a wonderful CPO Meeting at Curtis, commended Liz Kerrigan for her great ideas, including progress on the makerspace, they are working on on a STEM wing and are looking to do a direct appeal, they could use support.
- Noted that Curtis now offers enrichment courses; they are enjoyable courses occurring once every six days; some notable courses were World War II Literature and Film, Cursive and Calligraphy, and Zentangle, Chillax, and Mumble.

Lucie St. George

- Attended PTO at Noyes, it was well attended; there are lots of great things going on there.
- Attended CIAC meeting, playgrounds were discussed, CIAC was very supportive.
- Attended the BOS meeting, which included a follow up to the playgrounds that was successful and supportive.

Richard Tinsley

- Attended Loring's Back to School Night, was also well attended; he spoke to parents who enjoyed it.

Christine Hogan

- Thanked Maggie for attending Open House at Nixon for her and for going to many Open Houses.
- Noted that the BOS discussed the Article the Town Manager put together and is waiting for the Committee's feedback.

3. Open Forum

Susan Iuliano, 22 Jason Drive, Member of the Board of Selectmen, clarified and an incorrect comment she made regarding Article 11 at a previous BOS meeting.

Maia Proujansky Bell, 38 Lakewood Drive, would like to see SEPAC Members, as an advisory committee, be invited to School Committee Meetings. Sudbury, as a top-tiered school, must fully include and meet needs of all students, as it relates to the playground modification and Odyssey Program; is glad to hear changes are being discussed to Odyssey to make it inclusive and meet the needs of all students. Ms. Bell stated the Committee should listen to the experts regarding curriculum as the Committee not tasked with curriculum oversight.

Peter Duplessis, 173, Peakham Road, Chair of the SEPAC Committee, asked the Committee how they see the SEPAC's role and hopes the Committee could come back to this next meeting.

4. FY19 Calendar Survey

Richard Tinsley created a more detailed survey, took questions we had and reframed them. The Committee discussed the versions, and suggested edits. The Committee discussed the school

calendar, and whether half days should be changed to Fridays, due to the absentee rate on Fridays. Lisa Kouchakdjian would like a more concise survey to get the most respondents. Maggie Helon hopes that the school community will understand the importance of the survey. The Committee discussed another survey to include school personnel, and then incorporate the two. Richard Tinsley will make minor edits and the Committee will continue the discussion at the October 18th meeting,

5. Superintendent Search Process

Lisa Kouchakdjian and Lucie St. George shared concerns regarding a recent LS School Committee Meeting. They shared Kevin Matthews discussed a brief secured by SPSC from LSSC counsel with regard to Shared Superintendency with LS. Both Ms. Kouchakdjian and Ms. St. George questioned Ms. Hogan about the brief and wanted assurance SPSC had not reached out to LS counsel. Ms. Hogan stated she knew of no one contacting LS counsel and would follow up with Mr. Matthews. Ms. Kouchakdjian and Ms. St. George stated they would like to see the brief. Ms. Hogan will update the Committee at an upcoming meeting Christine Hogan reported that she and Dr. Wilson received proposals for search services from NESDEC and MASC. The Committee agreed to put as a future agenda item a discussion on possible restructuring the district organization. Christine Hogan noted that she and Richard agreed on a Committee of eleven members to include Christine Hogan, Richard Tinsley, the Town Manager, a principal, three teachers recommended by the SEA, a Member of LS School Committee, two parents/community members and someone from Dr. Wilson's cabinet.

Motion: Maggie Helon made a motion, that there will be eleven members of the Search Committee; Christine Hogan, Richard Tinsley, the Town Manager, a principal, three teachers recommended by the SEA, a Member of LS School Committee, two parents/community members (one being a SEPAC parent) and someone from Dr. Wilson's cabinet. Christine Hogan seconded the motion.

Vote: 5-0. Motion carries.

Facility Use Policy

Lisa Kouchakdjian thanked Don Sawyer for his help putting together this draft policy. She and Maggie took the existing policies and combined it with LS's, in a more streamlined format, similar to the Wellness Policy. The fee schedule is not part of the policy and is a separate document maintained by the Administration. Christine Hogan inquired, since the Committee is responsible for setting the fees, if it should be incorporated into the Policy. Don Sawyer agreed it should stay outside the Policy. Christine Hogan asked how much revenue was brought in from the facility use fees. Christine Hogan would like to postpone the discussion until the fee schedule is available. Richard Tinsley would like to see a list of users and categories how the facilities were used. Lucie St. George made a motion that we implement the Policy with the Fee Schedule to be reviewed. Lisa Kouchakdjian seconded the motion. The Committee discussed edits to the Policy. Lisa will make the edits and forward to the Committee.

Solar Panels

Maggie Helon discussed how the discussion of solar panels began, and noted that this would be an innovative way to save money and would be happy to excuse herself if Jim Kelly or someone else wants to take it on; it was an area to explore which could possibly save the district money.

Motion: Christine Hogan made a motion to approve Maggie to explore solar panels. Lucie St. George is concerned that the Committee already has a lot on its plate. Christine Hogan agreed but feels it is important to show efforts to conserve funds and expressed concern about community perception: in a year after we asked for an override, we have a Committee member willing to explore an option that could save money: how would it look to the community if SPSC did not explore it? Maggie Helon noted that she would like to have a meeting October 6, which would include herself, Jim Kelly and a teacher who expressed interest. Richard Tinsley explained there would be an initial cost, and then long term savings. Richard Tinsley seconded the motion.

Vote: 4-0 (Lisa Kouchakdjian had stepped out of the room and therefore did not vote).

Motion carried.

9. BOS Article

Lucie St. George stated the BOS wants to know if the Committee supports Article 11. Richard Tinsley is in favor of this and believes with it there will be a range of opportunities presented. Lisa Kouchakdjian does not support the Article as written and offered her edits. Christine Hogan explained Lisa cannot edit the Town Manager's article but could submit an amendment prior to Town Meeting. Lisa would like the Town to figure out if there are other town space needs, or determining the cost of building new versus buying an existing property and renovating. Maggie Helon stated she does not want to spend money to assess what we may know. The Committee discussed the Article language, and whether the Committee should wait for new leadership to be in place. Christine Hogan is also not in favor of this Article, noting that there is too much coming down the pike, we will have new leadership in place July 1 and that maybe a portion of the money could be used to rent space at LS in the short term.

Motion: Richard Tinsley made a motion for us to support the Article submitted by the Board of Selectmen, about funding the process to find a new location for the Sudbury Public Schools administrative offices, acknowledging it may not be worded perfectly, but that the Building Committee will run the process well and do what is written here. Lucie St. George seconded the motion.

Vote: 3-2. Motion failed (Hogan, Helon, Kouchakdjian opposed).

10. Participation of Non-Voting Members

Lisa Kouchakdjian explained that this item was brought up by the Chair of the SEPAC Committee regarding their attendance and sitting at the table with the Committee during a SEPAC discussion or agenda item. Christine Hogan noted this is a worthy area to explore, and asked that more research be done. She noted in the limited research she has done she is aware of other districts such as LS and Lincoln that have a seat for METCO. She asked Lisa, METCO liaison, to look into other districts such as CC, AB, Dover Sherborn, Wellesley, Weston, with regards to METCO and other seats and bring back the results. As SEPAC liaison, Maggie Helon will have this discussion at the SEPAC meeting.

11. Second Open Forum

Jean Nam, 81 Newbridge Road, suggested, regarding the BOS Article on SPS relocation, suggested amending the Article at Town Meeting by taking out the two words and bringing the number down, that could get it moving.

Maia Proujansky Bell stated that it would be putting a lot on a SEPAC parent to represent the community on the Search Committee, and thinks it may be better off in the hands of a SEPAC Board Member. Ms. Bell does not understand why during the earlier discussion they discussed an interim Superintendent.

12. Members Forum, Minutes, Future Agenda Items

Lisa Kouchakdjian gave a shout out to the math coaches who are doing a phenomenal job; and suggested that the agenda topics be more specific.

Lucie St. George pointed out that back in the day you had to watch tv to find out if it was a snow day.

Christine Hogan noted that the BOS has declared Wednesday, October 4th Jeff Newton Day. Jeff is a 2010 graduate of LS, went to Peter Noyes, and is a First Lieutenant in the Army and just returned after 9 months serving in Iraq. She noted it is always nice to celebrate the safe return of our heroes who go away and serve our Country.

Minutes

8/30/2017 approved

The meeting adjourned at 10:59 p.m.

Respectfully submitted,

Laura Clifford