

Sudbury Public Schools (SPS)  
School Committee Meeting Minutes  
November 6, 2017, 7:00 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  
Martine Cummings, SEA Representative

Call to Order

Chair Christine Hogan opened the regular session at 7:00 P.M.

1. FY19 Budget Planning - Don Sawyer

- Don Sawyer presented the updated budget forecast and noted the School's budget is coming to a point where it will need to be finalized and merged with the Town process.
- Reviewed the timeline for the budget process beginning in a few weeks, noting that January 31st is the date when the Town Manager will submit the annual operating budget to the Board of Selectmen and the Finance Committee.
- The forecast assumption includes only existing contracts for FY18 which are carried over, employee benefits are not included in the forecast.
- Funding and grants are equal to what were used in FY18.
- It is critical to work on a FY19 School budget, which now stands at \$37,594,217, a 3.98% increase, any changes will need to work within that budget.
- By the last meeting in December, the Committee will need to have a budget prepared to submit to the Town Manager.
- The addition of two buses have been included in the revised budget.
- Out-of-District Tuition, Regular Day Transportation, and Operations and Maintenance are still open items.
- Due to time constraints in the budget planning process, the school-by-school budgets have been incorporated into this budget. Lisa Kouchakdjian noted it would be helpful for the Committee to have that information. Don Sawyer said this will be made available to Committee Members prior to the next meeting.
- The Committee should decide what new programs, new positions, new services, and reduced services, etc. the Committee would like to see.

- The Committee will bring recommendations and ideas to the next meeting, and will focus on three years rather than five.

## 2. District Reports

### a. SEA Report

Martine Cummings discussed the new learning at the Middle School, and gave examples of project-based and hands-on based learning that students are currently working on, such as: fossil records and the geological timescale, mechanical drawing and drafting and 3D models on their Chromebooks and printing on a 3D printer. They are currently working on learning about electricity and how it travels; students are engaged in their learning.

### b. Assistant Superintendent's Report

- Assistant Superintendent Kim Swain recognized the work of the new METCO Director, Sandra Walters, and the new family engagement coordinators.
- Discussed the curriculum meeting in Boston which over 50 family members attended. This meeting focused on tech tools, they showed families how to log into the Aspen accounts and how to explore all the resources available at SudburyStudents.org. The next curriculum meeting will focus on mathematics.
- Mentioned the Fall Teacher and Learning curriculum update is coming out tomorrow, the theme is Learning for Teaching.

### c. Superintendent's Report

- Superintendent Anne Wilson recognized the Instructional Technology Specialists Liz Carrigan and Shannon Famigletti who presented at the Mass Q Conference; their presentation focused on empowering teachers to use technology.
- Haynes Principal Sharon McDonald will be retiring at the end of the school year, the position has been posted. The Committee and community will have an opportunity to meet the finalists and provide feedback. December 6th and 7th will be the initial interviews; Superintendent Wilson thanked Lisa Kouchakdjian for serving on the initial interview team.
- Reminded parents that during parent teacher conferences to take the opportunity to share your goals and aspirations for your children when meeting with teachers.
- A Superintendent's chat will be held on November 13th at 8:00-9:30 A.M., please stop by.

## 3. School Committee Reports (Liaison/Subcommittee Reports)

### Lisa Kouchakdjian

- Attended a recent Park and Recreation meeting on October 30th, Haskell playground was discussed as well as the Odyssey Program; the Chair of the Commission noted during that meeting that parents have contacted her inquiring if they will be discussing the Odyssey Program at an upcoming meeting. November 27th is their next meeting.
- The Fairbanks survey is still open.
- Met with Sandra Walters, METCO Director. We will be having our meeting in Roslindale on March 12th from 6:00 - 9:00 P.M. Suggested that if there is any way Sudbury TV could tape this, that would be helpful.
- SEPAC is having a chat on Wednesday, at Curtis Middle School, the topic will be anxiety.
- Lisa Kouchakdjian and Maggie Helon held a Policy Subcommittee meeting and it was great, Michael Gilbert assisted. We went through entire section and hope by April to have a new manual to present to the Committee.

### Maggie Helon

- As playground liaison, Maggie Helon mentioned that timelines for the playground upgrades are in place and requested that this be put on the December 4th agenda, she will be ready to share the information after December 1st.

### Lucie St. George

- Lucie St. George noted that she and Lisa will attend the Strategic Financial Planning Committee for Capital Funding on Thursday, November 9th at 8:00 A.M.

### Richard Tinsley

- Richard Tinsley said that in an effort to keep meetings timely, Members may want to include information in the meeting packets and review prior to the meeting and not use meeting time..

### Christine Hogan

- The Board of Selectmen have created a subcommittee to act as liaison to Lincoln's School Committee with regard to the administrative structure.
- Last week at FinCom the Suzanne Bump article was addressed regarding regional agreements. FinCom will clarify "level service - level funded" to make clear what projected costs are for the next three years. Monday, November 13th FinCom is meeting, and we will receive a guidance letter.

## 5. First Open Forum

Ian Rusk stated that he was the designated spokesperson to speak on behalf of a large grassroots campaign in support of keeping the Odyssey Program in its current form. With 95% of the community responding in favor of keeping the Odyssey Program in its current form, they do not believe their voices were adequately considered, and requests that the review process be reexamined in a truly objective way with the full input of the community.

Maia Proujansky-Bell was happy to hear about the changes in Odyssey, and agrees that it needed to be brought to more current curriculum standards, and added the cost is unaffordable to some people.

### Facility Use Policy (Second Reading)

Lisa Kouchakdjian read the Facility Use Policy. Don Sawyer asked if it was intentional to remove a sentence regarding undue hardship. Lisa Kouchakdjian made a motion that the Committee approve the Facility Use Policy Version 6.1 as amended. Maggie Helon seconded the motion.

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

Christine Hogan clarified this will be in effect tomorrow.

#### a. Field Trip

Lisa Kouchakdjian explained that in speaking with Michael Gilbert, they found that when it comes to the role of the Committee, and the role of the Administration, the lines can be grey. The Field Trip Process is Section 5.6 in the Policy, and it was determined that because Odyssey is an in-State, overnight field trip, it is the Administration's decision. Maggie Helon added that the Committee cannot reinstate Odyssey, but

hopes to reexamine the issue and not close the chapter as a school system. Christine Hogan asked if the Committee would like to look into any recourse the Committee may have. The Committee discussed the change to the Odyssey Program and agreed that they will first learn more about the replacement program.

#### 6. District Organization

Christine Hogan noted that she spoke with Kevin Matthews who indicated that if we move to explore shared superintendency LS would put it on an upcoming agenda. Committee Members discussed what the benefits of a shared superintendency would be. Christine Hogan said looking at this could be a first step at collaborative regionalization. Richard Tinsley would like to look at how we, as a District, can do better generally. Lucie St. George recommended reading the article in their packet regarding redistricting in Massachusetts. Christine Hogan discussed a Regionalization Grant of up to \$100,000 that would be available; if the Committee is interested in this, the deadline is November 16th. Christine Hogan noted that we cannot move forward with the Search Committee discussion until this item is resolved. There was a consensus of the Committee to apply for the Regionalization Grant.

The Committee took a three minutes break at 10:20 P.M.

#### 7. Superintendent Search / Search Committee

Christine Hogan noted that the Committee needs to decide whether to go with an interim or permanent Superintendent. Lisa Kouchakdjian would like to look at more information from LS and also wants to hear from the Community as to the qualities they would like to see in a Superintendent. Superintendent Wilson noted that the pool of superintendents is small and there will be close to 50 openings in other communities who will all be fighting for the same people; the sooner the Committee starts the process, the better. Lisa Kouchakdjian made a motion to proceed, pursuant to chapter 30B to seek the services of an executive search company. Lucie St. George seconded the motion.

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

The Committee agreed to read up on the articles in the meeting packets.

#### 8. School Start Time

Christine Hogan noted this matter was previously presented on February 1st, the Committee had agreed that Curtis would start no earlier than 8:30 AM, but did not go forward at that time. A consensus of the Committee agreed to move forward with exploring this. Lisa Kouchakdjian would like this looked at from a fiscal perspective with cost data. Christine Hogan noted that LS is eager to be involved in our discussions on this, and would also like to include someone with transportation background.

#### 9. MCAS Results Overview

Superintendent Wilson explained that last spring was the first administration of the new MCAS; we can no longer look back to see growth, this is now the baseline going forward. Assistant Superintendent Kim Swain presented a slide show which showed the transition of the ELA and Math MCAS tests since prior to 2013. Computer based testing will be administered to grades 4, 5, 7 and 8 in FY18. In FY19 all grades will have computer based testing.

#### 10. Calendar Survey

Superintendent Wilson said that Kim is putting together a draft for the School Year Calendar Survey, they will connect with Richard on this. Christine Hogan noted that it is important that we get input from the Community and will be taking their feedback into consideration as the calendar is planned.

#### 11. Open Forum

Kathleen McConnell thanked the Committee for all they do and said the Steering Committee met for 18 months with no input from parents and wishes parents could have had some input regarding the Odyssey Program and is disappointed.

Stacey Ladieu stated that it is well known how special the Odyssey Program is to the community, and noted that Lincoln K-8 has three overnight field trips, this is a town that we regionalize with and compare our town to.

Fred Huettig spoke to the Committee regarding the Use Policy Agreement and how the policy will be implemented.

Kristine Daniel appreciates that the Committee spoke about keeping the Odyssey Program open while they learn more information about the replacement program, and inquired if there is a timeline as to when the details will be shared.

Suzie Kornblum spoke regarding the Use Policy Agreement and said there is a 30 day notice to request use of the premises and this should be made clear and be part of the policy.

#### 12. Members' Forum

##### Richard Tinsley

Richard Tinsley inquired if the Committee would want to consider holding hours, as Superintendent Wilson does, this could be helpful in keeping meetings timely. Christine Hogan said she would put this on a future agenda.

#### 13. Minutes (10/16/2017, 10/18/2017 and 10/23/2017)

##### October 23, 2017

Christine Hogan explained that we are waiting on the October 23rd minutes from LS.

##### October 18, 2017

Christine Hogan noted that the October 18th minutes still need some work.

##### October 16, 2017

Maggie Helon made a motion to accept the minutes from October 16, 2017. Lisa Kouchakdjian seconded the motion.

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

#### 14. Future Agenda Item Discussion

Christine Hogan noted that the long term strategic plan and school start time will be on the November 20th agenda.

15. Executive Session

None

16. Adjournment

Lisa Kouchakdjian made a motion to adjourn. Maggie Helon seconded the motion.

Vote: 5-0. Motion carries.

The meeting adjourned at 11:21 P.M.

Respectfully submitted,  
Laura Clifford