

Sudbury Public Schools (SPS)
Meeting Minutes
School Committee Meeting
May 21, 2018, 6:00 PM
Sudbury Senior Center

Members Present:

Christine Hogan, Chair
Richard Tinsley, Vice Chair (arrived at 7:20 p.m.)
Margaret Helon
Lisa Kouchakdjian
Silvia Nerssessian

Also Present:

Don Sawyer, Director of Business and Finance
Eileen Lavoy, SEA Representative
Dr. Anne Wilson, Superintendent

Open Regular Session

Chair Christine Hogan called the meeting to order at 6:00 PM.

1. Welcome New Member Silvia Nerssessian

Ms. Hogan welcomed Silvia Nerssessian as a new Committee Member and said she looks forward to working together.

2. District Reports

- a. SEA Report** - Eileen Lavoy reported that students are working on social skills by attending lunch groups held in small group settings. Students in all grades are working on using diplomatic language strategies. The fourth grade leadership group completed their Read to Feed Program and raised \$8,952.00. Ms. Lavoy discussed the various art curriculum students are working on, student artwork will be on display at the library over the summer. Ms. Lavoy announced that Sudbury SEA will be hosting a retirement party at Sudbury 29 on June 7th from 4:00-6:00 p.m. SEA also held a successful fundraising event which raised money to support scholarships for LS students.
- b. Business and Finance Director's Report** - Don Sawyer discussed the year-to-date FY18 budget through April. Mr. Sawyer noted that funding for a Vision Consultant and School Committee secretary has not been appropriated, these are separate budget items which will need to be considered. Mr. Sawyer discussed the bus registration deadline dates, adding that reminder notices have been sent to families noting the close of registration dates. Mr. Sawyer noted that, so far, the number of registrants for bus transportation next year are: Grade 9 - 307 students, Grade 7 & 8 - 370 students; Grade 6 - 235 students; and Grades 1-5 - 950 students. Anyone less than two miles is subject to a bus fee. Mr. Sawyer noted that Administration has met with DEP to discuss and schedule water testing in each building; once completed, all testing results will be posted on the DEP website and we will also post the results.
- c. Superintendent's Report** - Superintendent Anne Wilson updated the Committee regarding the ongoing administrative searches, noting that incoming Superintendent Brad Crozier has been involved with the interview teams and hiring process. The Director of Student Services position and shared Facilities Director position searches are in process, finalists will be interviewed soon. The Loring Principal search is now complete, Sarah Harvey has been hired as the Loring School Principal. The shared Assistant Principal position between Loring and Haynes search will be lead by Sarah Harvey. The Nixon Principal position was posted today. Dr. Wilson and Brad Crozier will work together to

find a permanent principal for Nixon School. The Human Resources Director search is on hold as requested by Mr. Crozier, so that focus can be placed on other administrative searches first.

Dr. Wilson reported that all eight available slots for extended Pre-K were taken on the first day. For next school year there are 59 students enrolled in the Pre-K program, down from 71 students this year. Dr. Wilson discussed the full and half day Pre-K programs and will continue to watch them. Dr. Wilson will get information on the waitlist process for Pre-K and report back to the Committee. Dr. Wilson reviewed the number of confirmed enrollments in each of the schools.

3. Approve ECMS 2019 Music Festival Trip

Carrie Kenney, the Choral Director at Curtis Middle School, presented a proposal for a band, orchestra and chorus trip to Washington DC from April 25 - 28 to participate in the Heritage WorldStrides Festival. The cost is \$685 per student, this includes food, hotel, awards banquet, a stop in Philadelphia, and possibly a White House or Pentagon tour. There will be approximately 303 students, chaperones and faculty members. The trip will be paid for by parents and Curtis Friends of Music. Ms. Kenney noted this is the highest number of student participants they have had and enrollment in the programs continues to grow. Ms. Kenney added there is no impact on the School budget.

Motion: Ms. Helon made a motion to approve the Curtis music festival trip for 2019. Ms. Kouchakdjian seconded the motion.

Vote: 4-0. Motion carries.

4. School Choice Hearing

Dr. Wilson explained that pursuant to Mass. General Laws districts are required to accept school choice students unless the School Committee votes not to participate. For Sudbury, due to enrollment uncertainty, it is hard to know how many outside students Sudbury could accommodate; and for this reason, Sudbury has voted not to accept school choice in the past. Mr. Sawyer clarified the vote is only for incoming students, and that the maximum tuition we can accept is \$5,000 per student. The vote will be taken tomorrow.

5. Meadowwalk Update

Dr. Wilson noted that there has been no significant change to the Meadowwalk/school enrollment numbers as far as Sudbury Public Schools is concerned, there are 11 enrolled at LS, the number has not changed for elementary school enrollments.

6. School Committee Communications

None to report at this time.

7. Policy Update

Ms. Helon noted that Michael Gilbert will attend the June 4th School Committee meeting to review the updates to the Policy Manual with the Committee. The Committee discussed the process of accepting donations from private donors, including companies. Mr. Sawyer noted it is important to remember that when the Committee votes to approve the new Policy Manual, they are adopting new policies and replacing the entirety of the previous version. Ms. Hogan noted it would be helpful to include the previous wording with the revised wording when they review the changes to the Policy Manual, adding she has asked for specific updates several times. Ms. Hogan expressed concern regarding reviewing all the changes at one time, citing the Committee had agreed at the outset of this process to be given updates through the process as the subcommittee made progress. Ms. Kouchakdjian notes she and Ms. Helon had a list of priorities to share with the Committee at a future meeting. Ms. Helon and Ms. Kouchakdjian discussed some of the proposed changes.

(Mr. Tinsley arrived at the meeting at this time)

8. Select Chair and Vice Chair -

Chair: Ms. Kouchakdjian nominated herself as Chair, Ms. Helon seconded the nomination and volunteered herself as Vice Chair. Ms. Hogan stated voting for Chair now and Vice Chair vote upcoming. Ms. Helon amended her motion to second Ms. Kouchakdjian's nomination of herself as Chair.

Vote: 4-1-0. Motion carries. (Ms. Hogan opposed).

Vice Chair: Ms. Helon nominated herself as Vice Chair. Ms. Kouchakdjian seconded the nomination.

Vote: 4-0-1. Motion carries. (Ms. Hogan abstained)

Ms. Kouchakdjian assumed the role of Chair and led the Committee through the remainder of the agenda.

Ms. Kouchakdjian thanked Ms. Hogan and Mr. Tinsley for their tireless efforts for the benefit of the community and the Committee and especially for bringing in the new Superintendent. Ms. Helon thanked them for their work on the budget and leading the ship over a very busy year.

9. Open Forum

Ms. Kouchakdjian noted that she will be utilizing a timer to keep comments to three minutes for fairness.

Fred Huettig, 54 Wake Robin Road, spoke about the Facility Use Policy and is discouraged that the facility use rates are not in line with surrounding districts and does not feel the definitions are clear in the policy guide; Ms. Kouchakdjian responded that the Committee wants to hear from the public and stated Mr. Huettig could reach out to any member of the Committee who would be happy to meet with him to discuss further.

10. Assign Liaisons, Sub-Committees and Delegate to MASC

Liaison to the Board of Selectmen - Lisa Kouchakdjian

Liaison to the Finance Committee – Silvia Nerssessian

Delegate to MASC - Silvia Nerssessian

Liaison to Lincoln-Sudbury - Richard Tinsley

Liaison to SEPAC - Maggie Helon

Liaison to METCO - Christine Hogan

Liaison to EDCO - Lisa Kouchakdjian

Liaison to the Energy and Planning Committee Board - Christine Hogan

Liaison to the Health Advisory Committee - Lisa Kouchakdjian

Liaison to SERF - Maggie Helon

Liaison to the Strategic Financial Planning for Capital Improvement Committee - Lisa Kouchakdjian and Silvia Nerssessian

Liaison to the Park and Recreation Committee - Lisa Kouchakdjian

Liaison to the Budget Strategies Taskforce - Lisa Kouchakdjian and Silvia Nerssessian

Liaison to Curtis Middle School - Christine Hogan

Liaison to Noyes School - Maggie Helon

Liaison to Haynes School - Silvia Nerssessian

Liaison to Nixon School - Richard Tinsley

Liaison to Loring School - Lisa Kouchakdjian

Negotiations - Christine Hogan and Richard Tinsley

School Start Time - Christine Hogan and Richard Tinsley

Policy Sub-Committee - Lisa Kouchakdjian and Maggie Helon

11. Superintendent Transition Plan Update

Dr. Wilson outlined the five areas of the transition work going on for the July 1st start date of the new Superintendent.

Administrative Hiring has been a large component of the transition plan; Mr. Crozier has been highly involved in this process.

Communication of District Status is another component of the transition which allows for the exchange of information and meeting of Central Office staff responsible for individual departments.

Planning for District Administration, involves confidential communications between Mr. Crozier and her as incoming and outgoing Superintendent revolving around organization structure and Town partnerships, as well as introductions.

Facilities Familiarization has to do with discussions regarding capital planning, playground modernization and the Administrative Office Relocation Project as well as touring of facilities.

Transition Organization includes final meetings with Police, Central Office, PTO co-chairs, etc., which have been scheduled in accordance with Mr. Crozier's schedule so that he will be able to attend these meetings.

Dr. Wilson stated that she and Mr. Crozier have been working hard to ensure a seamless transition to the new leadership. Mr. Tinsley noted that he would prefer to see hiring begin after the July 1st start date. Ms. Hogan would like to see further updates on key programs such as Bridges and Second Step at Curtis; Dr. Wilson said she will do her best to have this prepared for the June 18th School Committee meeting.

12. School Committee Reports [Liaison/Subcommittee Reports]

Ms. Helon noted that SEPAC is looking for nominations before June 1st for liaison members to work with LS and several other positions.

13. Members' Forum

Mr. Tinsley discussed having monthly office hours with other key Committees in Town; Ms. Hogan added this should include two SPSC Members. Ms. Kouchakdjian will reach out to BOS, FinCom and LS Committee Members. Mr. Tinsley welcomed Ms. Nerssessian as a new Committee Member.

Ms. Hogan thanked the other Committee Members, Mr. Sawyer and Dr. Wilson for a positive year with many accomplishments, including Mr. Sawyer preparing and submitting the grant proposal last Fall; Ms. Hogan said she hopes the submittal of the grant this in combination with other parties this year will result in success next year as this year's recipients had all parties apply simultaneously. Ms. Hogan thanked Representative Carmine Gentile for his work securing the \$75,000 and his continued efforts to secure an additional \$23,500. Ms. Hogan noted she is respectful of the seven years that Dr. Wilson has committed to the Community and the District.

14. Minutes (Regular Session - 4/09/2018, 4/23/2018 and 5/7/2018)

4/09/2018 Minutes - Ms. Hogan made a motion to approve the April 9, 2018 minutes. Mr. Tinsley seconded the motion.

Vote: 4-0-1. Motion carries. (Ms. Nerssessian abstained)

4/23/2018 Minutes - Ms. Hogan noted a typographical error in the spelling of Sawyer. Ms. Hogan made a motion to approve the April 23, 2018 minutes as amended. Ms. Helon seconded the motion.

Vote: 3-0-2. Motion carries. (Ms. Nerssessian and Mr. Tinsley abstained)

5/7/2018 Minutes - Ms. Helon made a motion to approve the May 7, 2018 minutes. Mr. Tinsley seconded the motion.

Vote: 4-0-1. Motion carries. (Ms. Nerssessian abstained)

15. Future Agenda Item Discussion -

June 4, 2018 meeting: Recognition of Lucie St. George. The Committee discussed moving the June 4th meeting time to 7:30 p.m. due to a retirement party. Ms. Kouchakdjian would like to discuss possibility of changing meeting days in the future. Ms. Hogan noted her continued work conflicts with Wednesday nights. Other topics will include Meadowwalk update, summer schedule and professional development/retreat, and the transition plan. Mr. Tinsley would like to include busing/transportation and traffic studies as a future agenda topic.

16. Adjournment:

Ms. Hogan made a motion to adjourn. Ms. Nerssessian seconded the motion.

Vote: 4-0-1. Motion carries. (Ms. Helon had stepped out just prior to the vote)

The School Committee meeting adjourned at 8:14 p.m.

Respectfully submitted,
Laura Clifford