

Sudbury Public Schools (SPS)
Meeting Minutes
School Committee Meeting
June 4, 2018, 7:30 PM
Sudbury Senior Center

Members Present:

Lisa Kouchakdjian, Chair
Margaret Helon, Vice Chair
Christine Hogan
Silvia Nersessian

Members Absent:

Richard Tinsley

Also Present:

Anne Wilson, Superintendent of Schools
Don Sawyer, Director of Business and Finance
Colleen Kenosian, SEA Representative

Open Regular Session

Chair Lisa Kouchakdjian called the meeting to order at 7:30 PM.

1. Acknowledgement of Lucie St. George's School Committee Service
Ms. Kouchakdjian recognized Lucie St. George for her six years as a Member of the Sudbury Public School Committee. Ms. Kouchakdjian stated that Lucie St. George has been a tremendous asset and a great advocate for the students. Dr. Wilson also thanked Lucie St. George for everything she has done for the School District and always taking a balanced approach. Ms. St. George thanked fellow community members, Superintendent Wilson and her fellow Committee Members, she noted the special bond you have as a School Committee Member, that it can be difficult to be one voice. She hopes other families will step up and help out, even if only a few hours. Ms. St. George was presented with a traditional captain's chair, the Committee took a break.

2. District Policy Manual Revisions and Next Steps (Michael Gilbert, MASC)
Ms. Kouchakdjian introduced Michael Gilbert, adding that she is grateful for his guidance to the Policy Subcommittee in putting the manual together and recognized MASC for their support. Mr. Gilbert explained how MASC came to assist in this project, by taking the existing policies and bringing them up to speed while ensuring compliance with all applicable laws. Mr. Gilbert discussed areas of the Policy Manual that had been revised, noting that there were many holes, including legal changes, such as the addition of the Pregnancy Fairness Act. Mr. Gilbert noted that Members should take time to read through the Policy Manual but if possible, within 60 days, at that time it may be loaded online, adding that changes can still be made after approval. Ms. Hogan expressed concern with the 60 day turnaround occurring over the summer, and whether that will give families the opportunity to see changes to the Policy, including items such as Entrance Age. Ms. Kouchakdjian noted she wants everyone to take the time it wants to take, that she believes it will be an extremely positive change to the District. Ms. Hogan inquired and Dr. Wilson responded that staff has been provided the updates to the Policy and they have been asked to submit their comments. Ms. Helon noted that there are legal issues that are now being addressed, and items they have added based on concerns that have been brought to them. Ms. Kouchakdjian suggested the SPS Committee could have a Policy workshop meeting devoted to policy discussions. Mr. Gilbert offered any Committee Member to reach out to him through email with any

questions. Mr. Gilbert explained if they want to go by section, to take Sections A,B and C together, D and E together, F, G and H together, I and J separately, and K and L together. Ms. Kouchakdjian would like to start with A, B and C at the next meeting.

3. Summer Meeting Schedule and Topics

Ms. Kouchakdjian discussed the future meeting schedules, and how best to accommodate Committee Members interested in attending other meetings, she also addressed the summer schedule. Ms. Kouchakdjian would like to have two retreat meeting dates, and suggested July 16th, 9:00-4:00, this would be a time that should work for Brad Crozier. The Committee discussed changing the meeting time to 7:00 p.m.; Dr. Wilson urged the Committee to have any staff presentations first on the agenda if starting at 7:00. Ms. Kouchakdjian suggested August 1st and August 30th as meeting dates and members discussed potential retreat agenda topics, such as long and short term planning, snow days, Odyssey, goal setting, objectives and budget.

4. Enrollment Update

Dr. Wilson explained that the information contained in the FY19 Enrollment Projection spreadsheet will be posted tomorrow and noted there are no new student enrollments for Meadow Walk. All class sizes are below or at guidelines for their grade level. Dr. Wilson reviewed the spreadsheet and discussed the number of confirmed enrolled students and the number of spaces available at each of the schools, adding that she will report back any unusual information back to the Committee. Ms. Hogan inquired as to the number of teams at Curtis, Dr. Wilson is working on getting that information. The sections allocated for each school will be below or at guidelines.

5. Assign Liaisons, Subcommittees, and Delegate to MASC

Ms. Kouchakdjian asked Members to review and approve the liaison list. Ms. Helon noted that she would like to assist on the Public Relations and Communications subcommittee. The Committee Members agreed. Ms. Helon made a motion to approve the FY19 liaison and subcommittee assignments. Ms. Nersessian seconded the motion.

Vote: 4-0. Motion carries.

6. Open Forum

Amy Fedyk thanked Ms. Helon for all of her help and support in her role as liaison to SEPAC.

7. District Reports

a. SEA Report

Ms. Kenosian highlighted activities happening at Curtis Middle School and spoke about the successes of the Girls' Softball Team. The Curtis Angels are a group of students who meet on Fridays to perform community service projects, such as writing letters to soldiers and organizing food drives, a walk for homelessness and a Relay for Life team. They have performed 17 service projects this year. In April, 7th and 8th grader students attended the Anti-Defamation League Youth Congress in Boston. The METCO Gardening Club is one of the many fun clubs available for students during and after school.

b. Business and Finance Director's Report

Don Sawyer discussed the YTD budget for FY18, this is the approved budget and is a month away from completion, on June 30th. It is critical that we get all spending in the appropriate buckets for the end of year report. As we open the fiscal year on July 1st we will begin our new budget which was approved at Town Meeting. Mr. Sawyer discussed the FY18 audit and financial review.

c. Superintendent's Report

Dr. Wilson congratulated Florence Aldrich-Bennett and wished her well in her retirement after 54 years of teaching. Dr. Wilson thanked Betsy Grams for a successful launch of the Odyssey trip, adding her appreciation to the staff, parent volunteers and students. Dr. Wilson noted that she expects finalists to be named soon for the Director of Student Services position. A timeline has been created for the Nixon Principal search, interviews will take place next week. We are in the final stage of hiring a shared Facilities Director, final determinations are in process.

8. School Committee Reports [Liaison/Subcommittee Reports]

Ms. Helon thanked Jean Nam for her effort in being awarded one of ten Cummings Grants for \$100,000 for the Playground Project, this will be distributed in four installments of \$25,000. Ms. Helon noted that there will be a Goodnow Library tour for educators tomorrow evening from 4:00-5:00 p.m.

Ms. Hogan noted she had a great day as a greeter at Peter Noyes' Senior Day; seniors came back to give shoutouts of their best memories. Ms. Hogan noted that tomorrow is the final band concert for 5th - 8th graders at Curtis; and thanked the teachers and volunteers for a successful and memorable trip to Quebec for the 7th and 8th grade French students.

Ms. Kouchakdjian reported that she and Ms. Nersessian attended the Capital Improvement for Strategic Financial Planning meeting; discussions continued of how to fund capital for the Town. The next meeting is June 13th.

9. Members' Forum

Ms. Kouchakdjian noted that she attended Ms. Aldrich-Bennett's retirement party and wished her well, noting she is an amazing person and was thankful for such a great event.

Ms. Hogan, after feedback from the community, hopes that residents will feel welcome to speak at open forum. Ms. Kouchakdjian noted she would like to go back to two open forums. Ms. Hogan inquired as to the email communication process; the Committee discussed how and when bcc should be used.

10. School Committee Communications

Ms. Kouchakdjian discussed how best to communicate with the community; possibly a monthly newsletter highlighting School Committee events while ensuring compliance with the Open Meeting Law. Ms. Hogan would like to continue the current model of keeping minutes up-to-date and promptly posting them online.

11. Personnel Actions - In the packet.

12. Minutes - Regular Session (5/21/2018)

Ms. Hogan reviewed several edits that were necessary to correct the minutes. Ms. Kouchakdjian noted she does not feel it would appropriate for her, as Chair, to unilaterally make changes to the minutes; she would prefer that when Dr. Wilson's office receives the draft minutes they be put into the packets as they are received, Committee Members may then bring any edits to the meeting. Dr. Wilson will have the edits suggested by Ms. Hogan corrected to the 5/21/2018 minutes.

13. Future Agenda Item Discussion

Ms. Kouchakdjian noted that she would like to focus on being one meeting ahead with the agenda items; agenda items for the June 18th meeting include:

Accepting the Nixon PTO Gift

Strategic planning update; FY19 Goals Discussion; Superintendent Evaluation

Homework Working Group

Accept gift from PlaySudbury for the Playground Grant (\$25,000 for Haynes Playground)

Invite BJ to attend meeting

14. Executive Session

Ms. Helon made a motion to go into Executive Session to discuss strategies with respect to negotiations with union and non-union personnel as to do so in open session may be detrimental to the negotiating position of the Committee; Ms. Nerssessian seconded the motion.

Vote: 4-0. Motion carries.

15. Adjournment: 9:59 PM

Respectfully submitted,
Laura Clifford