

Sudbury Public Schools (SPS)
School Committee Meeting
February 5, 2018, 6:00 PM
Superintendent's Conference Room

Members Present:

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

Members Absent:

Margaret Helon

Also Present:

Don Sawyer, Director of Business and Finance
Dr. Anne Wilson, Superintendent of Schools
Melissa Morabito, SEA Representative

Open Regular Session

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

1. District Reports

- a. SEA Report - Melissa Morabito reported that a fourth-grade leadership team has implemented 'Read to Feed' for students in grades K-5. Students get sponsors and earn money for each minute they read. They are hoping to raise \$5,000 for needy families. Ms. Morabito discussed music news for first graders, who learned a song which they performed at school meeting, fifth graders created an interesting arrangement that they also performed at school meeting. Kindergarten classes are creating glue blobs and learning how liquid changes to solid. Third graders are building off Stem Scopes, making fossil trays using plaster of paris, soil and sand. Fifth graders are learning the impact of the environment and ways to reduce the human footprint. At a recent staff meeting a presentation was given by Safe Schools, a joint initiative focusing on maintaining a safe learning environment for all students, particularly LGBTQ youth.
- b. Business and Finance Director's Report - Don Sawyer reported that on January 30th he attended the Capital Improvement Advisory Committee (CIAC) meeting, Lucie St. George also attended the meeting. Mr. Sawyer said that he presented on the Noyes School's Playground Project Article. CIAC did vote unanimously to support the article, which will now be voted on at Town Meeting.
- c. Superintendent's Report - Superintendent Anne Wilson was glad the warrant for the Playground Project was supported at CIAC and thanked Don, Stephanie and Jean for their work on this. Dr. Wilson noted that she attended the CPO meeting on Thursday evening and shared the FY19 budget with parents. She will be attending PTO meetings over the next two months. Dr. Wilson has also been spending time in the classrooms and has enjoyed seeing students being challenged and persevering, as well as the complexity of the activities and the many resources the teachers are utilizing in the classrooms.

2. School Committee Reports [Liaison/Subcommittee Reports]

Lucie St. George discussed the Town Capital Committee meeting she attended last Wednesday and noted there are a couple more meetings planned. Ms. St. George also discussed attending the CIAC meeting and thanked Don, Stephanie and Jean for all the work they put into the Playgrounds Project. Lisa Kouchakdjian also attended the CPO meeting at Curtis with Superintendent Wilson; she and Richard Tinsley attended the Loring PTO meeting which was great. Ms. Kouchakdjian mentioned that tonight FinCom will be discussing the budgets. Ms. Kouchakdjian noted that SEPAC has a meeting coming up on February 8th at 7:00 PM at Curtis and she expects a good turnout.

Richard Tinsley said he appreciated being invited to the Loring PTO meeting as there were good conversations regarding leadership, class sizes, transportation and fundraising, adding they have things well under control. Mr. Tinsley noted that he attended the Fairbanks presentation which was well attended; Mr. Tinsley noted that we won't know the outcome until the Town votes at the May Town Meeting as to what direction Sudbury will be taking regarding the Fairbanks project. Mr. Tinsley said that he and Chair Christine Hogan held office hours on Saturday where they engaged with the community for two hours and it worked well.

Christine Hogan discussed the office hours format and noted that she reached out to see if any other Boards may be interested in participating in combined committee office hours. Ms. Hogan reported that the Superintendent Search Screening Committee will meet this week to determine which candidates will advance; once background checks are completed, the finalist interviews will be conducted, this will be during the last week of February. Ms. Hogan reported that she and fellow Chairs Kevin Matthews of LS and Tim Christenfeld of LPS discussed an upcoming Tri-District Meeting. The tentative schedule is for April 24th at Curtis and we are considering the topic to be school start time; we will review information and the process moving forward. Ms. Hogan thanked Don for putting together the Efficiency Grant proposal last Fall as well as the strong advocacy and support of Representative Carmine Gentile; Ms. Hogan stated that if SPS was to combine with its sister Districts next year and apply together, she is hopeful we would be successful in obtaining the grant for next year as this years' recipients had all districts apply. Ms. Hogan met with the Budget Strategy Task Force where Don Sawyer explained how circuit-breaker is being weaned out, and the School Committee budget was laid out to show residents actual costs.

3. Pilot Friday ILAP

Ms. St. George spoke regarding the impact she believes the Friday ILAP days will have on the High School and the Park and Recreation Department due to SPS not aligning with LS stating a lot of work has been done over the years to align our calendars and allow for combined professional development; she feels more information should be gathered. Ms. Kouchakdjian reiterated her statements from the last meeting, that she does not believe it is prudent to spend funds, \$20,000 to change the ILAP days when there are no educational benefits. Mr. Tinsley noted a lot of time and effort has been spent researching this and it is not \$20,000 and we have to be careful with the words we use. Ms. Morabito stated Ms. Joseph had asked at last meeting about educational value. Ms. Hogan asked Ms. Morabito if there were more student/teacher time with a change would that not be a benefit? Ms. Morabito responded she does not know. Ms. Hogan noted that there are other days on the Sudbury and LS school calendars that are not aligned and those days can be looked at to be aligned in order to bring the transportation cost down. She asked the Committee to consider aligning two of our professional development days with LS which would save the Town around \$17,000 according to information sent from Mr. Sawyer. She also reminded the Committee that when discussing busing costs related to SPS and those to LS, SPS does not receive any reimbursement whereas LS does as they are a regional district and we are not part of that agreement. Ms. Hogan stated that if transportation savings can be found by aligning professional development days she would like Don and Sherry to determine how to distribute those savings so the taxpayer sees the greatest benefit. Ms. Hogan mentioned Maynard Public Schools has Friday 1/2 days. Ms. St. George and Dr. Wilson said they switched back. Dr. Wilson suggested she and Kim Swain look at

the calendar with regard to professional development days with LS and bring recommendations back to the Committee. Ms. Hogan noted that Assistant Superintendent Kim Swain will be presenting information regarding ILAP content at the March 27th School Committee Meeting. Mr. Sawyer noted that every day that Sudbury is not aligned with LS, there is a cost. Ms. Hogan would like to look at those days which incur cost during the next agenda item.

4. FY19 Calendar

Ms. Hogan noted that she had reached out to see if LS would compromise and add Friday, August 31st to their calendar to align with Sudbury as we moved our start date back to align with theirs, but they have already voted on and posted their calendar.

Ms. Hogan suggested a motion to not have school Friday, August 31st to align with LS. Ms. Kouchakdjian so moved the motion. Ms. St. George seconded the motion. Ms. Hogan also noted other dates that are not aligned are Friday, October 5th (Sudbury off) and November 26th (LS off) and suggested that we vote to change these dates under one motion. She also noted two other dates, one in January and the end date which are also not aligned and could save an additional \$17,000. Dr. Wilson suggested that she first speak to Kim Swain regarding her professional development plans. Ms. Hogan stated that aligning these dates would be a cost savings of approximately \$17,000 and stated Committee members had voiced concerns are around alignment with LS and cost regarding ILAP days so this is a logical next step. Dr. Wilson noted these are complex ideas and they need to be looked at thoroughly. Mr. Tinsley discussed having two options and the Committee can vote at the next meeting. Dr. Wilson will look into the dates discussed and come back with a model. Ms. Hogan would like the models to include costs.

5. Open Forum

Anandkumar Shetiya, resident, said he would like to see the decision regarding ILAP days be carefully thought out, he would like the decision deliberated for another year.

Susan Richman, resident and teacher, sees no educational value by changing the ILAP day and is not clear on the meaning of Pilot Program.

Danielle Weisse, LS teacher, expressed her concern that students would be more likely to take off Fridays and that this would make it more difficult for teachers.

Steve Kirkby, resident, expressed his opinion that the ILAP day change was a rash decision with many implications.

Suzie Kornblum, resident, Director of Sudbury Extended Day, reassured everyone that no matter the calendar, SED will be there for the working families of Sudbury.

6. Budget to Actual for FY18

Mr. Sawyer included a Munis FY18 budget-to-actual report in the packets, this report is also available online. Mr. Sawyer reviewed the report with the Committee. Mr. Sawyer noted that pupil services can be volatile and this is watched carefully. Transportation has been reconciled many times and is where it should be at this point in time. Ms. Kouchakdjian and Ms. St. George requested copies of the legal invoices. Mr. Sawyer will send the Committee copies of the legal invoices. Mr. Sawyer noted that salaries are up in the maintenance department due to change in salaries or overtime.

7. FY19 Budget Planning

Mr. Sawyer noted there were no changes and nothing new to report.

8. Warrant Articles

- a. ECMS Septic Pumps - Mr. Sawyer explained that because this was already part of a Town sponsored Article, therefore the Committee needs to retract the vote taken at the last meeting. Mr. Tinsley made a motion to retract the ECMS septic pump warrant article. Ms. St. George seconded the motion.

Vote: 4-0. Motion carries.

- b. Music Revolving Account - Mr. Sawyer explained that the Committee had voted to approve the annual spending authorization for the music revolving account, but because it had increased to \$120,000 the FinCom Director suggested the Committee take action to bring it back down to \$100,000 to avoid any repercussions with the Department of Revenue, Ms. St. George made a motion that we reduce the FY19 spending authorization for the Sudbury Public Schools Music Revolving Fund from \$120,000 to \$100,000. Ms. Kouchakdjian seconded the motion.

Vote: 4-0. Motion carries.

9. Custodial Services Outsourcing

Mr. Sawyer compiled data regarding the outsourcing of custodial services after being requested to do so by the Committee. There are several variations and scenarios. Wayland had also looked into outsourcing, and some of that data is utilized in this cost analysis. Mr. Sawyer reviewed the data and showed the comparisons, noting that Sudbury currently has 11.0 full time custodians for 440,000 square feet, while Wayland has 18.2 full time custodians for 485,000 square feet.

Mr. Sawyer reviewed the national guidelines, Mr. Sawyer calculated a \$1.61 per square foot average. Outsourcing would include one person in the building during the school day with a cleaning crew coming in during after school hours or at night, it would not include snow removal, light maintenance issues or event setup.

Mr. Sawyer reviewed three scenarios which each showed a higher cost for outsourcing per year than maintaining the existing staff. Ms. Kouchakdjian thanked Mr. Sawyer for his research and said that based on this information, in her opinion, the answer is clear. Mr. Tinsley noted there was an additional FTE added for the FY19 budget, and noted that Sudbury's custodians' salaries are approximately 25% higher than Wayland's and these numbers should be considered as well. Ms. Hogan inquired if LS outsources any or all of its janitorial services; Mr. Sawyer will look into this.

10. Policy Updates

Mr. Sawyer noted that by the end of March there should be a better idea of the revolving accounts, adding that the Facility Use Policy and fees should be reviewed at that time to assess where we stand. Ms. Hogan will put this on the Committee's March 27th agenda.

- a. Facility Use
- b. Fees

11. Meadow Walk Planning Update

Ms. Hogan asked Dr. Wilson to update the Committee as to the progress of the Meadow Walk project. Dr. Wilson said that she has been in contact with Avalon and initial move-ins will begin in May. They anticipate half of the apartments will be leased by next school year, and hoping all will be leased by the Fall of 2019. The expected number of students is approximately 65 (Pre K-12). Ms. Hogan asked about plans for where the students would attend and expressed concern regarding placing them at Loring. Dr. Wilson stated these elementary students would be in the Loring district as per our current district policy. Mr. Tinsley noted this is being carefully watched.

12. SPS Office Space

Mr. Tinsley explained that since there was a Fairbank Community Center meeting was held, this matter was put on the agenda to allow for any questions. Mr. Tinsley noted this will be on the May Town Warrant and would allocate \$1 Million in design fees.

13. Legislative Forum

Ms. Kouchakdjian stated that she has been in contact with three Legislative Aides but they have not yet been able to coordinate a date which they can all attend. She will continue to work on this.

14. Minutes- Regular Session Minutes (1/22/18)

Mr. Tinsley made a motion to approve the minutes for January 22nd. Ms. Kouchakdjian seconded the motion.

Vote: 4-0. Motion carries.

15. Future Agenda Item Discussion

Ms. Kouchakdjian inquired about the status of the 3-5 year Long Term Strategic Plan; Dr. Wilson said the implementation of the Long Term Strategic Plan is being worked on and will be ready to be presented in April or May. Ms. St. George expressed her opinion that she would like to see the Committee utilize professional development. Ms. St. George and Ms. Kouchakdjian asked Mr. Tinsley about his training, what he thought of it and where he took it.

16. Executive Session- Not required.

17. Adjournment

Ms. Kouchakdjian made a motion to adjourn. Mr. Tinsley seconded the motion.

Vote: 4-0. Motion carries.

The meeting adjourned at 9:11 PM.

Respectfully Submitted,

Laura Clifford