

Sudbury Public Schools Committee (SPSC)
Meeting Minutes
School Committee Special Session/Retreat Meeting
July 16, 2018, 9:00 AM
Goodnow Library

Members Present:

Lisa Kouchakdjian, Chair
Margaret Helon, Vice Chair
Christine Hogan
Silvia Nerssessian
Richard Tinsley

Also Present:

Brad Crozier, Superintendent of Schools
Kimberly Swain, Assistant Superintendent of Schools
Don Sawyer, Director of Business and Finance

Open Regular Session

Chair Lisa Kouchakdjian called the meeting to order at 9:18 AM.

A moment of silence was held in honor of Robert Mealey.

Ms. Kouchakdjian welcomed Mr. Crozier and noted that the School Committee is looking forward to working together and supporting him.

1. Coffee and Refreshments

2. Draft Strategic Plan Presentation (Kim Swain)

Ms. Swain reviewed the slide presentation which overviewed last year's District achievements and outlined future initiatives. Through their involvement in the DESE Program, members of the school administration were able to attend planning sessions which helped to determine educational goals. Ms. Swain discussed feedback they had received, and the School Improvement Plan. Ms. Swain added that the Strategic Plan, when finalized, will be a living document and looks forward to input from the School Committee.

3. Draft Strategic Plan Discussion

Committee Members discussed the process of implementing the Strategic Plan and how to move forward with new leadership in place; whether the Plan should start fresh, restructure or a hybrid of some sort. The Committee members discussed their vision for the future, how they want to see Sudbury Public Schools defined. Committee Members shared ideas, including ways to allow the highest level of achievement for students. Committee Members made suggested edits to the draft Plan.

4. 2018-19 School Committee Goals Discussion

Committee Members suggested goals to consider during the upcoming school year, such as:

- A budget that aligns with the vision
- A plan for administrative office locations
- School start
- HR Strategies

- Policy Manual Continuation
- Remote Learning
- Revisiting the Odyssey Program
- Capital improvements to the schools / maintaining the schools
- Communication between the School Committee and the community. Methods to consider include newsletter, information through the website and/or the Town Crier / joint committee office hours
- Defining equity between schools when there is a wide variety of needs
- Planning for housing projects-Sudbury Station/Melone/potential other
- Defining processes regarding roles as School Committee Members and subcommittee Members / liaisons
- Release moratorium on ITEE (Innovation, Technology, Enrichment, Engagement)
- Promoting teacher leadership opportunities

5. Transition Plan Update (Brad Crozier)

Mr. Crozier discussed the meetings that have occurred so far, as well as meetings he is planning; these will include meeting with School Committee Members individually, teachers and staff, as well as meeting with community members, those with children attending Sudbury Public Schools, as well as those who do not have children in the school system. Mr. Crozier noted that he has met with Meadow Walk management and the enrollment numbers will be posted on the website. Mr. Crozier discussed the positions that are still open, and credited Ms. Swain and Mr. Sawyer for their assistance.

6. SPS Logo and Design

Ms. Helon discussed how she and Ms. Kouchakdjian came up with the idea of implementing a new logo for the District, she showed samples of the proposed logo to the School Committee Members; the logo contains the words Pride, Unity and Excellence, as well as the Sudbury zip code. Ms. Kouchakdjian thanked Ms. Helon for her work on this. School Committee Members had a discussion as to whether or not this should move forward at this time, Mr. Tinsley approved of the idea of a logo but would have preferred a more transparent and collaborative process including administrators and educators. Ms. Hogan expressed concern over the similarity to the LS logo and asked if LS had been consulted.

Motion: Ms. Kouchakdjian made a motion to approve the logo as presented. Ms. Helon seconded the motion.

Vote: 3-2. Motion carries (Ms. Hogan, Mr. Tinsley opposed)

Break for lunch

7. Professional Development (Dorothy Presser)

Dorothy Presser of Mass. Association of School Boards joined the meeting to begin the workshop presentation. School Committee Members introduced themselves, giving a brief background as to why they became a Member of the Sudbury School Committee.

(Mr. Tinsley stepped out of the meeting.)

Ms. Presser discussed expectations of School Committee Members as well as roles and responsibilities, individually and as a Committee. Other topics covered included: what makes an effective school committee, fostering strong relationships, balancing multiple roles, conflict resolution, and issues pertaining to social media. Exercises were conducted where Members discussed responses to various scenarios, Ms. Presser suggested alternative ideas. Ms. Presser discussed with the Committee Members how to best deal with making difficult decisions, and how to self-evaluate. (Mr. Tinsley came back to the meeting room.) The workshop concluded, Ms.

Kouchakdjian thanked Ms. Presser for her time in guiding them and expressed her appreciation for Mass. Association of School Committees for all they do.

8. Ms. Kouchakdjian and Ms. Helon presented their ideas for using the hospitality budget. Ms. Helon pointed out we have not used these funds (\$3500) in the past. Ms. Kouchakdjian and Ms. Helon suggested hosting a hospitality lunch for administration to show we value what they do, as well as magnets with the new logo for the teachers. The cost of 500 magnets would cost approximately \$270 to be given out to Staff Opening Day and the luncheon for the teachers would be about \$200 for the 20 or so administrators. Since these would come out of the School Committee's hospitality budget, such a purchase would require a vote by the Committee. Mr. Tinsley and Ms. Hogan voiced concern as to whether this is the role of the School Committee and appropriate spending of budget funds. Ms. Helon stated we have not used these funds previously and they are ours to use. Ms. Hogan stated she is mindful that these funds are not the School Committee's but rather part of our budget we are entrusted to oversee and invest. Ms. Hogan requested Mr. Sawyer clarify what expenses fall under this category. Mr. Sawyer clarified that there is an earmark in the budget for the School Committee for "consultant, public relations/advertising, community outreach, publications and miscellaneous" for \$3,500 for FY19. The MASC conference would come out of this budget. Mr. Sawyer noted the School Committee cannot vote on this tonight, it should be placed on a future agenda and requested future purchases have prior approval of the Committee.

9. Substance Abuse Policy, Section JICH, 1st Reading

Ms. Kouchakdjian read Section JICH of the Substance Abuse Policy. This Section discussed the substance abuse prevention programs and staff training in determining if a student is at risk, and responding to early warning signs. The Section includes how to implement programs and strategies for preventing substance use, and how families must work in collaboration with the District. Any student who violates the Substance Abuse Policy will be subject to the penalties defined in the Policy. Ms. Kouchakdjian noted the second reading will occur at the next meeting, at which time a vote will be taken.

Mr. Tinsley mentioned that the Committee has not reached an agreement on negotiations during its last meeting but we are committed to working through the summer.

10. Adjournment:

Motion: Mr. Tinsley made a motion to adjourn open session to go into executive session. Ms. Hogan seconded the motion.

Vote: 5-0. Motion carries.

The School Committee adjourned at 3:45 PM

Respectfully submitted,
Laura Clifford