

Sudbury School Committee
Meeting Minutes
December 5, 2022
Virtual Meeting

Members Present:

Silvia Nerssessian, Chair
Meredith Gerson, Vice Chair
Nicole Burnard
Mandy Sim
Sarah Troiano

Members Absent:

None

Also Present:

Brad Crozier, Superintendent
Kim Swain, Assistant Superintendent
Don Sawyer, Director of Business and Human Resources
Anneke Bartelsman, SEA Representative
Sandra Duran, Combined Facilities Director

Regular Session Meeting

Chair Silvia Nerssessian opened the meeting at 7:00 p.m.

1. Opening Statement / Regular Session
 - a. Chair Silvia Nerssessian performed a roll call and made an announcement that the session is being recorded, shared live for the public to see and hear and there should be no expected right to privacy, as this is a public forum. Meredith Gerson, Nicole Burnard, Mandy Sim, Sarah Troiano and Silvia Nerssessian all affirmed in the positive.
2. Public Comment:
 - a. None
3. Educational and Operational Matters
 - a. District Reports
 - i. SEA Report (Anneke Bartelsman)
 1. Ms. Bartelsman updated the Committee on events happening at each of the schools which include: Food Pantry Collections continue at all elementary schools; students at Loring are participating in a gift card drive; in person Community Celebrations at Noyes have started again; students at Nixon have started a collection for Toys for Tots; Haynes students are wearing the color

orange to promote unity and inclusive experiences; Curtis Angels are busy with community service projects including organizing the Pennies for Hope drive, creating holiday cards which are sent to senior citizens in town, creating digital citizenship posters, sending letters and cards to deployed service members and raking leaves for senior citizens.

ii. Director of Business and Human Resources Report

1. Don Sawyer, Director of Business and Human Resources, shared that he will be present at a Financial Committee Meeting which will cover current budget pressures. This process helps get the FY24 budget started.

iii. Assistant Superintendent Report

1. Assistant Superintendent, Kim Swain, shared that she, along with Leslie Smart, Cynthia Rouse and Annette Doyle participated in a METCO Directors Association Conference. She also shared that she and Leslie will be attending the first recruiting event held for Boston families and the purpose is to share both the challenges and benefits of the program.

iv. Superintendent's Report

1. Superintendent, Brad Crozier, gave an update to the Committee on the budget process. He shared that he is working with his administrative team, the Town of Sudbury Financial Committee as well as the interim Town Manager to try and find solutions on the gap in the budget between the towns guidance and the district's needs.
2. He then reviewed the budget timeline and shared when Departmental presentations will be held.

4. Business and Policy Matters

a. Capital Updates, Combined Facilities Director, Sandra Duran

- i. Ms. Duran gave an update on the FY23 Capital Projects. She reviewed what articles have been completed and shared detailed information on the projects remaining.
- ii. Clarifying questions from the Committee included where they would see completed projects showing up in the budget plan.
- iii. Ms. Duran then reviewed the proposed FY24 town meeting warrant articles.
- iv. Clarifying questions included whether the pathway to the Curtis Wellness Structure is included in the budget, is the cutting of the mats for the electrical outlets done before or after installation and how old are the mats that are currently there.

b. 2024 Annual Town Meeting Warrant Articles

- i. Director of Business and Human Resources, Don Sawyer, reviewed the proposed warrant articles to be submitted for approval during the 2023 Annual Town Meeting. He shared that the warrant submission date closes on January 31, 2023.
- ii. Clarifying questions from the Committee included confirmation on the correct pricing of the warrant articles, can language provided by the state be included in the medicaid reimbursement warrant, are the medicaid funds similar to circuit breaker funds and what are other ways of suggesting actual amounts to warrants?
- iii. Edits to the articles were recommended by the Committee and agreed upon.

c. FY24 Line Item Budget Draft

- i. Chair Silvia Nerssessian explained to the Committee that the line item budget draft is where the budget planning begins.
- ii. Superintendent Crozier then explained the different ways in looking at the budget and confirmed that the budget draft does not include goal area items. He then confirmed that a 5% increase in the FY24 budget is expected.
- iii. The Committee asked for clarification on the town's budget guidance. Questions from the Committee included will a final letter be sent by the town and are there any line items that should be explained further.
- iv. Clarification was given on unexpected increases in the budget including out of district placements costs, heat and electric prices as well as transportation costs. Clarifying questions from the Committee included whether we are tracking the over budget in these areas, are the increases actual numbers or what we are expecting.
- v. Additional questions included whether the increase in psychological services are based on hires this year and would medicaid funds be used for tier leveled items.
- vi. Concerns by the Committee included the projected gap in the budget, that the ELA curriculum review and mental health supports are not included in the basic budget.

d. Future Agenda Items

- i. Chair Silvia Nerssessian confirmed that the first of two School Committee workshops have been scheduled.
- ii. Sarah Troiano shared that she and Nicole Burnard have met regarding the At-A-Glance Newsletter and they will be bringing that to a future meeting for approval.
- iii. Vice Chair, Meredith Gerson, shared that she and Mandy Sim recently attended a policy subcommittee meeting and that policy updates will be included in an upcoming meeting for approval.

- e. Minutes (11/21/22)
 - i. Meredith Gerson moves to approve the Open Session meeting minutes from the November 21, 2022 meeting as amended. Sarah Troiano seconded the motion.
 - 1. ROLL CALL VOTE
 - a. Meredith Gerson: Aye
 - b. Nicole Burnard: Aye
 - c. Mandy Sim: Aye
 - d. Sarah Troiano: Aye
 - e. Silvia Nerssessionian: Aye
 - i. **Vote:** 5-0. Motion carries.
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5. Adjournment
 - a. Chair Silvia Nerssessionian moved to adjourn the meeting at 9:01 p.m. Mandy Sim seconded the motion.
 - i. ROLL CALL VOTE
 - 1. Meredith Gerson: Aye
 - 2. Nicole Burnard: Aye
 - 3. Mandy Sim: Aye
 - 4. Sarah Troiano: Aye
 - 5. Silvia Nerssessionian: Aye
 - a. **Vote:** 5-0. Motion carries.

Respectfully Submitted,
Julie Williams
Executive Assistant to the Superintendent

Documents Reviewed During the December 5, 2022 School Committee Meeting

1. School Committee Update 12.05.22
2. FY24 SPS Bus Rev. Fund Warrant Article
3. FY24 SPS Instrumental Music rev fund Warrant Article
4. FY24 Warrant Article_Schools HVAC Repairs and Replacements
5. FY24 WarantArticle_SPS_Curtis Health and Wellness Structure
6. FY24_ATM Warrant Article_SPS Curtis AV and Assisted Listening System
7. FY24_ATM Warrant Article_SPS FY19-FY22 Medicaid Reimbursement Transfer Article
8. FY24_ATM Warrant Article_SPS FY23 Chapter 70 Increase Reimbursement Transfer Article.docx
9. FY24_ATM Warrant Article_SPS FY23 Medicaid Reimbursement Transfer Article
10. FY24_ATM Warrant Article_SPS Security Cameras
11. FY24 Preliminary Budget Overview_221202
12. 112122_Sudbury School Committee Minutes_DRAFT