

Sudbury School Committee  
Meeting Minutes  
April 6, 2020  
Virtual Meeting

**Members Present:**

Lisa Kouchakdjian, Chair  
Silvia Nerssessian, Vice Chair  
Maggie Helon  
Christine Hogan  
Meredith Gerson

**Also Present:**

Brad Crozier, Superintendent  
Don Sawyer, Director of Business and Finance  
Kim Swain, Assistant Superintendent  
Melissa Morabito, SEA President

**Regular Session Meeting**

Chair Lisa Kouchakdjian opened the meeting at 7:03 PM.

1. Special Matters

a. Covid-19 Update: "Sudbury Learns from Home"

- i. Superintendent Brad Crozier led the Committee in a discussion of the latest developments regarding the COVID-19 pandemic and the District's response to it. Mr. Crozier noted that Governor Baker has extended the school closure period through May 4, 2020; that the District is preparing to launch Phase II of its online learning plan, which will feature more direct instruction from teachers to students; and provided updates on MCAS and the possibility of reopening schools.
- ii. Assistant Superintendent Kim Swain presented to the Committee on "Sudbury Learns from Home," the District's Phase II plan for student learning during the school closure period. Educators and administrators have been hard at work developing modules for each subject and grade level, assessing student needs and how to meet them, and ways to deliver a holistic curriculum remotely. Ms. Swain was joined by Math Curriculum Coordinator Karen Wolfson, Science Curriculum Coordinator Holly Estes, and ELA Curriculum Coordinator Lauren Egizio for elaborations of each of their subjects' modules. Wellness Coordinator Betsy Grahams also reviewed the wellness resources being provided to students.

- iii. Following the presentation by Ms. Swain, questions from the Committee centered on: the availability of additional Chromebooks for students; whether the Districts has the means and technology to support student learning in the event school closures persist longer than currently anticipated; and the status of postponed IEP meetings.
- b. Review FY20 School Calendar
  - i. The Committee discussed the FY20 calendar, particularly the status of April break. Mr. Crozier informed the Committee that DESE Commissioner Riley has indicated that the use of school days during April break is under the jurisdiction of local school committees. Mr. Crozier also informed the Committee that the District's recommendation is to work through April Break, exempting Monday, April 20, in observance of Patriot's Day. This would make the 180th, and final, day of school June 17th.
    - 1. Silvia Nerssessian motioned to approve the recommendation of Superintendent Brad Crozier to amend the school calendar to end school on June 17th and make the four days of April Break school days, Christine Hogan seconded.
      - a. ROLL CALL VOTE
        - i. Meredith Gerson: Aye
        - ii. Maggie Helon: Aye
        - iii. Christine Hogan: Aye
        - iv. Lisa Kouchakdjian: Aye
        - v. Silvia Nerssesian: Aye
      - 1. **VOTE: 5-0.** Motion carries.
- c. 2020-2021 School Choice Public Hearing
  - i. Silvia Nerssessian motioned to open the 2020-2021 SPS School Choice Public Hearing, Maggie Helon seconded.
    - 1. ROLL CALL VOTE
      - a. Meredith Gerson: Aye
      - b. Maggie Helon: Aye
      - c. Christine Hogan: Aye
      - d. Lisa Kouchakdjian: Aye
      - e. Silvia Nerssesian: Aye
    - i. **VOTE: 5-0.** Motion carries.
  - ii. Mr. Crozier explained that, as in previous years, the administration's recommendation is that the Committee decline participation for the coming school year.
  - iii. Chair Lisa Kouchakdjian opened the floor for public comment and/or questions. None were presented.
  - iv. Christine Hogan motioned to close the 2020-2021 SPS School Choice Public Hearing, Meredith Gerson seconded.
    - 1. ROLL CALL VOTE

- a. Meredith Gerson: Aye
- b. Maggie Helon: Aye
- c. Christine Hogan: Aye
- d. Lisa Kouchakdjian: Aye
- e. Silvia Nerssesian: Aye
- i. **VOTE: 5-0.** Motion carries.

d. 2020-2021 School Choice Vote

- i. Silvia Nerssessian motioned to decline participation in the School Choice Program for the 2020-2021 school year, Meredith Gerson seconded.

1. ROLL CALL VOTE

- a. Meredith Gerson: Aye
- b. Maggie Helon: Aye
- c. Christine Hogan: Aye
- d. Lisa Kouchakdjian: Aye
- e. Silvia Nerssesian: Aye
- i. **VOTE: 5-0.** Motion carries.

2. Public Comment

- a. None

3. Educational Matters

a. Districts Reports

i. SEA Report

- 1. SEA President Melissa Morabito reported to the Committee on the various ways teachers have been reaching out to students over the first couple of weeks of school closures.
- 2. Ms. Morabito also reported on teachers' efforts to collaborate remotely on assessing student needs, building out curriculum, and learning new software platforms.

ii. Business and Finance Director's Report

- 1. Business and Finance Director Don Sawyer reported to the Committee that breakfast and lunch are still being served on a daily basis. A state waiver was approved, so all meals have been deemed free for students and the district will be reimbursed for the cost.
- 2. Mr. Sawyer also updated the Committee on the bus registration process, which is now closed. 1,664 SPS students signed up, as well as 325 rising ninth-graders. Numbers from LS are not yet available. These registrations will be used to create bus routes over the next few weeks.
- 3. Mr. Sawyer's report also included details on how the federal U.S. CARES Act will impact education.
- 4. Mr. Sawyer concluded his report with information about discussions being held in regards to the state of transportation

payments for FY20, given that buses are not currently running. A re-negotiation of the contract may be necessary.

iii. Assistant Superintendent's Report

1. Assistant Superintendent Kim Swain reported to the Committee on the dedication and collaboration she's witnessed between educators and administrators over the last several weeks. Ms. Swain then invited all feedback from the community.

iv. Superintendent's Report

1. FY21 Budget Considerations

- a. Superintendent Brad Crozier began his report by reviewing a letter he received from the interim town manager requesting that, in light of anticipated decreases in revenue streams, SPS analyze its FY21 budget for potential cutbacks. Mr. Crozier expressed concern with decreasing his projected budget.

4. Business and Policy Matters

a. Facility Use Fees

- i. Mr. Sawyer led the Committee in a review of the proposed fees schedule for FY21, complete with a comparison to other districts. Mr. Sawyer's recommendation was not to change any of the fees discussed from their FY20 levels.

1. Silvia Nersessian motioned to approve the FY21 Fees Schedule as presented, Christine Hogan seconded.

a. ROLL CALL VOTE

- i. Meredith Gerson: Aye
- ii. Maggie Helon: Aye
- iii. Christine Hogan: Aye
- iv. Lisa Kouchakdjian: Aye
- v. Silvia Nersessian: Aye

**1. VOTE: 5-0.** Motion carries.

b. Review 2nd Draft of School Committee Handbook

- i. The Committee reviewed and revised the latest draft of the proposed School Committee Handbook. Further revisions will be submitted to Executive Assistant Justin Dulak and considered by the Committee at a future meeting.

c. Liaison Reports

- i. None

d. Future Agenda Items

- i. Superintendent Evaluation process and timeline, School Committee reorganization discussion, transportation contract

e. Minutes

- i. The School Committee reviewed and revised minutes from the March 23, 2020 meeting.

1. Silvia motioned to approve the meeting minutes from March 23, 2020, as presented, Christine Hogan seconded.

- a. ROLL CALL VOTE

- i. Meredith Gerson: Aye
    - ii. Maggie Helon: Aye
    - iii. Christine Hogan: Aye
    - iv. Lisa Kouchakdjian: Aye
    - v. Silvia Nerssessionian: Aye

- 1. VOTE: 5-0.** Motion carries.

5. Adjournment

- a. Meredith Gerson motioned to adjourn at 9:16 P.M., Maggie Helon seconded.

- i. ROLL CALL VOTE

1. Meredith Gerson: Aye
      2. Maggie Helon: Aye
      3. Christine Hogan: Aye
      4. Lisa Kouchakdjian: Aye
      5. Silvia Nerssessionian: Aye

- a. VOTE: 5-0.** Motion carries.

Respectfully Submitted,

Justin Dulak

**Documents Reviewed During the April 6, 2020 School Committee Meeting**

1. FY21 Fees Recommendation Memo
2. Sudbury School Committee Handbook, 2nd Draft
3. SPS 2019-2020 School Year Calendar
4. School Committee Meeting Minutes Draft, March 23, 2020