

Sudbury School Committee  
Meeting Minutes  
April 25, 2022  
Virtual Meeting

**Members Present:**

Silvia Nerssessionian, Chair  
Meredith Gerson, Vice Chair  
Mandy Sim  
Tyler Steffey

**Members Absent:**

Sarah Troiano

**Also Present:**

Brad Crozier, Superintendent  
Don Sawyer, Director of Business and Finance  
Kim Swain, Assistant Superintendent  
Erin Kehew, SEA Representative

**Regular Session Meeting**

Chair Silvia Nerssessionian opened the meeting at 6:30 p.m.

1. Opening Statement / Executive Session

- a. Silvia Nerssessionian 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, Mandy Sim, Tyler Steffey, and Silvia Nerssessionian all affirmed in the positive.
- b. Meredith Gerson motioned to enter Executive Session to discuss strategy with respect to and in preparation for collective bargaining with the Nurses' Union because an open discussion may have a detrimental effect on the bargaining position of the Committee. Mandy Sim seconded.
  - i. ROLL CALL VOTE
    1. Meredith Gerson: Aye
    2. Mandy Sim: Aye
    3. Tyler Steffey: Aye
    4. Silvia Nerssessionian: Aye
  - a. **VOTE:** 4-0. Motion carries.

2. Return from Executive Session

- a. Chair Silvia Nerssessionian noted that the Committee returned from the Executive Session at 7:00 p.m. Chair Silvia Nerssessionian 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, Mandy Sim, Tyler Steffey and Silvia Nerssessionian all affirmed in the positive.

### 3. Special Matters

#### a. 2022-2023 School Choice Public Hearing

- i. Meredith Gerson motioned to open the Sudbury Public Schools School Choice Public Hearing for the 2022-2023 school year, Mandy Sim seconded.

##### 1. ROLL CALL VOTE

- a. Meredith Gerson: Aye
- b. Mandy Sim: Aye
- c. Tyler Steffey: Aye
- d. Silvia Nerssessian: Aye
- i. **VOTE:** 4-0. Motion carries.

- ii. Superintendent Crozier explained to the Committee that, per statute, every year the Committee is required to hold a public hearing to consider participating in the state's School Choice program. Given the financial considerations, it is his recommendation not to participate in School Choice. The hearing was held without any questions or concerns.

- iii. Meredith Gerson moved to close the School Choice Public Hearing. Mandy Sim seconded.

##### 1. ROLL CALL VOTE

- a. Meredith Gerson: Aye
- b. Mandy Sim: Aye
- c. Tyler Steffey: Aye
- d. Silvia Nerssessian: Aye
- i. **VOTE:** 4-0. Motion carries.

#### b. 2022-2023 School Choice Vote

- i. Once the School Choice Vote Hearing ended, the Committee moved to vote. Meredith Gerson motioned to decline participation in the School Choice Program for the 2022-2023 school year. Mandy Sim seconded.

##### 1. ROLL CALL VOTE

- a. Meredith Gerson: Aye
- b. Mandy Sim: Aye
- c. Tyler Steffey: Aye
- d. Silvia Nerssessian: Aye
- i. **VOTE:** 4-0. Motion carries.

### 4. Public Comment

- a. None

### 5. Educational Matters

#### a. District Reports

- i. SEA Report

1. Erin Kehew gave an update on what is happening in the District with our students:

- a. Third graders are working on a life science unit as well as plant cycles. Thanks to Holly Estes and Danny Garrigan-Byerly for all their hard work putting this together.
- b. Kindergarten students are preparing for the animal life cycle unit.
- c. Local author, Rob Vlock, visited with 4th and 5th grade students.
- d. Third graders had a visit from The Discovery Museum to learn about forces of motion.
- e. The Concord Museum visited with 5th graders to talk about the Native American and Colonists unit they are working on.
- f. Grades 3 through 5 were treated to the New England Aquarium's Whale Mobile Visit.

b. Director of Business and Finance Report

- i. Director of Business and Finance, Don Sawyer, presented the Committee with an update on bus registration. Currently 964 registrations have been received. That adds up to 60% of total registration. The deadline for registration is May 9th. The Business Office continues to send emails and post notices reminding families to register.
- ii. Mr. Sawyer shared that he recently participated in a mandatory DESE workshop on federal reporting on the ESSER 1, 2 and 3 Grants. He shared with the Committee that reporting has changed dramatically and that he will be reporting quarterly until the funds are depleted over the next 3 years.

c. Assistant Superintendent's Report

- i. Assistant Superintendent, Kim Swain, reported to the Committee that the District welcomed a guest author which focused on latino writers.
- ii. She also took the opportunity to recognize two staff members who recently received SERF Grants. Sarah Markowitz from the Haynes School received funds to install a communication board on the playground and Michael Gorgone, music teacher at Peter Noyes, received funds to buy ukuleles.
- iii. The district will be hosting an upcoming parent information night for 5th grade families and we had a very successful ELD (English Language Development) presentation by Suzanne Flynn from MIT which was held in 3 different languages.
- iv. The 4E program is back for the 4th graders and they recently enjoyed a trip to Boundless Adventures as part of that.
- v. She also informed the Committee that the SMILE program continues to progress. We have strong attendance commitments and are almost entirely staffed. She took the opportunity to thank Annya Pedreschi, Jeff Lappin, David Gaita and Anderson Manuel for their hard work staffing and preparing the program.
- vi. The Committee asked questions centered around the number of students in both sections of the program.

d. Superintendent's Report

- e. Superintendent Crozier reported to the Committee that he recently attended a Professional Development presentation on students who are interested in moving from 8th grade to vocational schools. He shared that he was able to provide feedback on the impact the district faces without a membership partnership with vocational schools.
- f. Questions from the Committee centered around how they could help facilitate the advancement in talks with the Town and what it takes to be a member district.
- i. Superintendent Crozier shared an update on the Facility Director position.
- ii. He also shared that May 5 is DC parent night and the excitement about the trip continues.
- iii. Superintendent Crozier took an opportunity to thank Stephanie Juriansz, Student Services Director, on a successful audit of the DESE Tiered Focused Review. The audit came back with no findings.
- iv. Questions and comments from the Committee centered around how often the audit occurs.

6. Business and Policy Matters

a. FY22 Quarterly Year to Date Budget

- i. Director of Business and Finance, Don Sawyer, reviewed with the Committee the allocations that were made and where the funds are coming from and going to. He also reviewed recommended transfers and clarified line items.
- ii. The Committee shared their appreciation for the explanation.

- 1. Meredith Gerson moves to approve the third quarter recommended allocations between cost centers. Mandy Sim seconded the motion.

a. ROLL CALL VOTE

- i. Meredith Gerson: Aye
- ii. Mandy Sim: Aye
- iii. Tyler Steffey: Aye
- iv. Silvia Nerssessian: Aye

1. **VOTE:** 4-0. Motion carries.

b. Policy Subcommittee Recommendations

- i. Vice Chair Meredith Gerson shared the process for reviewing and editing the recommended changes from MASC (Massachusetts Association of School Committees). The adjustments made were mostly based on the School Committee's role vs. Administration.
- ii. Superintendent Crozier added the edits recommended by the MASC helped to align ensuring policies are equitable.
- iii. Questions and comments from the Committee centered around how often MASC updates their policies and when the last time an update occurred.

- iv. Meredith Gerson moved to approve the policy subcommittee recommendations Policy DA - Fiscal Management Goals, Policy DB - Annual Budget, Policy DBC - Budget Deadlines and Schedules, Policy DBD - Budget Planning, Policy DBG - Budget Adoption Procedures, Policy DBJ - Budget Transfer Authority, Policy DD - Grants, Proposals, and Special Projects, Policy DEC - Federal Funds Supplement not Supplant, Policy DGA - Authorized Signatures, Policy DH - Bonded Employees and Officers, Policy DI - Fiscal Accounting and Reporting, Policy DIE - Audits, Policy DJ - Purchasing, Policy DJA - Purchasing Authority, Policy DJE - Procurement Requirements, Policy DK - Payment Procedures, Policy DKC - Expense Reimbursements, Policy BEDH-E - Guidelines for Public Comment as amended. Mandy Sim seconded.

- 1. ROLL CALL VOTE

- a. Meredith Gerson
    - b. Mandy Sim
    - c. Tyler Steffey
    - d. Silvia Nerssessian
    - i. **VOTE:** 4-0. Motion passes.

- c. Monthly Accounts Payable and Payroll Warrants Submission

- i. No action required by the Committee.

- d. Future Agenda Items

- i. Chair Silvia Nerssessian reminded the School Committee that Superintendent Crozier will present his Annual Summative Report at the May 16, 2022 School Committee Meeting.

- e. Minutes (3/21/22, 3/30/22, 4/4/22)

- i. The School Committee reviewed and approved the minutes from the March 21st, March 30th, and April 4th, 2022 meetings.
  - ii. Meredith Gerson motioned to approve the open session meeting minutes from the March 21st, March 30th and April 4th, 2022 meetings as amended. Mandy Sim seconded.

- 1. ROLL CALL VOTE

- a. Meredith Gerson: Aye
      - b. Mandy Sim: Aye
      - c. Tyler Steffey: Aye
      - d. Silvia Nerssessian: Aye
      - i. **VOTE:** 4-0. Motion carries.

- 7. Adjournment

- a. Chair Silvia Nerssessian motioned to adjourn the meeting at 8:16 p.m. Tyler Steffey seconded.

- i. ROLL CALL VOTE

- 1. Meredith Gerson
      - 2. Mandy Sim
      - 3. Tyler Steffey
      - 4. Silvia Nerssessian

a. **VOTE:** 4-0. Motion carries.

Respectfully Submitted,  
Julie Williams  
Executive Assistant to the Superintendent

**Documents Reviewed During the April 25, 2022 School Committee Meeting**

1. FY22 YTD Budget 220331
2. BEDH-E\_2018 - redlines for packet
3. BEDH-E\_2022 for packet
4. D\_Section\_2018 - redlines for packet
5. D\_Section\_2022 updated for packet
6. SC Meeting Warrant Summary - 042122
7. Sudbury School Committee Minutes\_032122
8. Sudbury School Committee Minutes\_Tri-District\_033022
9. Sudbury School Committee Minutes\_040422