

Sudbury School Committee  
Meeting Minutes  
January 11, 2021  
Virtual Meeting

**Members Present:**

Silvia Nerssessian, Chair  
Meredith Gerson, Vice Chair  
Maggie Helon  
Lisa Kouchakdjian  
Sarah Troiano

**Members Absent:**

None

**Also Present:**

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

**Special Session Meeting**

Chair Silvia Nerssessian opened the meeting at 7:01 PM.

1. Executive 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. Silvia Nerssessian, Meredith Gerson, Sarah Troiano, Maggie Helon, and Lisa Kouchakdjian all affirmed in the positive.
2. Public Comment
  - a. Kay Bell of Sudbury spoke to the Committee regarding accessibility at the Loring School playground.
2. Special Matters
  - a. Review 2021 Annual Town Meeting Articles
    - i. Facilities Director Bill Barletta presented to the Committee on the subject of the 2021 Annual Town Meeting Articles. Notable discussion points included items that made the town manager's capital items list (fire alarm replacement, Loring walkway, Curtis boiler replacement, paging clock and bell systems, Loring hot water pump, kitchen equipment replacement), deferred items (Haynes rooftop HVAC replacement, Curtis rooftop unit

replacement), separate warrant article for the fire alarm system, future projects and reimbursement options, and updated energy and building management systems.

- ii. Superintendent Crozier spoke to the Committee regarding the 2021 Annual Town Meeting Articles. Topics of discussion included the Summer Math Literacy Engagement (SMILE) program plans and costs, partnership with Parks & Rec for SMILE, and appropriation of FY19 CARES Act free funds for SMILE.
- iii. Business and Finance Director Don Sawyer spoke to the COmmittee about the 2021 Annual Town Meeting Articles. Topics for discussion included the bus transportation fee revolving account and the instrumental music lesson account.
- iv. Committee questions centered on HVAC replacement impact on air exchange in schools, Loring walkway consultant reports, slope and grade issues at Loring walkway, timeline for report on Loring walkway, SMILE program grade coverage, intent behind separate social and educational modules, plans for grades 6-8, timeline for student invitation, and funding request (free cash or stabilization account).

### 3. Educational Matters

#### a. District Reports

- i. SEA Report
  - 1. SEA Representative Barbara Gogan reported to the Committee that the educators are working hard to keep students connected, providing several examples of connectivity and social-emotional learning.
- ii. Business and Finance Director's Report
  - 1. Director of Business and Finance Don Sawyer informed the Committee that the original CARES act funding deadline was extended, although Sudbury has already closed their plans. He also noted that the second round of stimulus funding included school funding allocations, with details coming in February, but most districts will receive 3x the SR2 amount.
- iii. Assistant Superintendent's Report
  - 1. Assistant Superintendent Kim Swain reported to the Committee on the "PD After Dark" series, which focuses on how to use the distance learning tools. 35 individuals have already enrolled.
- iv. Superintendent's Report
  - 1. COVID-19 Data
    - a. Superintendent Brad Crozier presented an update on COVID-19 infection rates in the Sudbury Public Schools community. He provided information on the number of students in isolation, quarantine, and currently positive.

There has been an increase in cases since the holiday break, but there is no evidence of in-school spread.

- b. Superintendent Crozier noted that staffing difficulties may occur with providing coverage if staff are positive or quarantining, even if they may work remotely. This could force the district to go remote in the future. He also noted that with many students in isolation and quarantine, they may miss a large amount of learning and there could be an impact on the educational process.
- c. Superintendent Crozier updated the Committee on the state sponsored free 6 week trial of Covid testing for schools. He noted that after the trial period, the district would be responsible for costs going forward.
- d. Superintendent Crozier updated the Committee on changes to MCAS Assessing and Accountability systems.
- e. Committee questions centered on how recent the numbers are, publishing of the data for the public, state reporting levels (school vs district), and how the Covid tests would be administered.

#### 4. Business and Policy Matters

##### a. Student Opportunity Act Application

1. Meredith Gerson motioned to approve the Student Opportunity Act Application, Lisa Kouchakdjian seconded.

##### a. ROLL CALL VOTE

- i. Meredith Gerson: Aye
- ii. Maggie Helon: Aye
- iii. Lisa Kouchakdjian: Aye
- iv. Silvia Nerssessian: Aye
- v. Sarah Troiano: Aye

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

##### b. Draft 2021-2022 School Calendar

- i. The Committee reviewed and revised the proposed school calendar for the 2021-2022 school year. As presented, the first day of school would be September 1st, 2021, the 180th day June 16th, 2022, and the 185th day June 23, 2022. Discussion included removing the label “Columbus Day” from October 11, 2021, instead listing it only as “Indigenous Peoples’ Day”, the scheduling of February vacation, November 29th as an in-service day, and the addition of Juneteenth.

1. Meredith Gerson motioned to approve the 2021-2022 school year calendar, Lisa Kouchakdjian seconded.

##### a. ROLL CALL VOTE

- i. Meredith Gerson: Aye
- ii. Maggie Helon: Aye

- iii. Lisa Kouchakdjian: Aye
- iv. Silvia Nerssessian: Aye
- v. Sarah Troiano: Aye

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

c. Policy Manual Updates

- i. The Committee received and reviewed a batch of proposed updates to the District Policy Manual from the Policy Subcommittee.

- 1. Meredith Gerson motioned to approve Policy IC/ICA: School Year/School Calendar as amended, Lisa Kouchakdjian seconded.

- a. ROLL CALL VOTE

- i. Meredith Gerson: Aye
- ii. Maggie Helon: Aye
- iii. Lisa Kouchakdjian: Aye
- iv. Silvia Nerssessian: Aye
- v. Sarah Troiano: Aye

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

- 2. Maggie Helon motioned to approve Policy ID: School Day as amended, Lisa Kouchakdjian seconded.

- a. ROLL CALL VOTE

- i. Meredith Gerson: Aye
- ii. Maggie Helon: Aye
- iii. Lisa Kouchakdjian: Aye
- iv. Silvia Nerssessian: Aye
- v. Sarah Troiano: Aye

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

- 3. Maggie Helon motioned to approve Policy IE: Organization of Instruction as amended, Lisa Kouchakdjian seconded.

- a. ROLL CALL VOTE

- i. Meredith Gerson: Aye
- ii. Maggie Helon: Aye
- iii. Lisa Kouchakdjian: Aye
- iv. Silvia Nerssessian: Aye
- v. Sarah Troiano: Aye

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

- 4. Maggie Helon motioned to approve Policy IGA: Curriculum Development as amended, Meredith Gerson seconded.

- a. ROLL CALL VOTE

- i. Meredith Gerson: Aye
- ii. Maggie Helon: Aye
- iii. Lisa Kouchakdjian: Aye
- iv. Silvia Nerssessian: Aye
- v. Sarah Troiano: Aye

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

5. Maggie Helon motioned to approve Policy IGB: Student Services Programs as amended, Meredith Gerson seconded.

a. ROLL CALL VOTE

- i. Meredith Gerson: Aye
- ii. Maggie Helon: Aye
- iii. Lisa Kouchakdjian: Aye
- iv. Silvia Nerssessian: Aye
- v. Sarah Troiano: Aye

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

6. Maggie Helon motioned to approve Policy IGD: Curriculum Adoption as amended, Lisa Kouchakdjian seconded.

a. ROLL CALL VOTE

- i. Meredith Gerson: Aye
- ii. Maggie Helon: Aye
- iii. Lisa Kouchakdjian: Aye
- iv. Silvia Nerssessian: Aye
- v. Sarah Troiano: Aye

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

7. Maggie Helon motioned to approve Policy IHAM: Health Education as amended, Lisa Kouchakdjian seconded.

a. ROLL CALL VOTE

- i. Meredith Gerson: Aye
- ii. Maggie Helon: Aye
- iii. Lisa Kouchakdjian: Aye
- iv. Silvia Nerssessian: Aye
- v. Sarah Troiano: Aye

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

8. Maggie Helon motioned to approve Policy IHB: Special Instructional Programs and Accommodations (Programs for Children with Special Needs) as amended, Lisa Kouchakdjian seconded.

a. ROLL CALL VOTE

- i. Meredith Gerson: Aye
- ii. Maggie Helon: Aye
- iii. Lisa Kouchakdjian: Aye
- iv. Silvia Nerssessian: Aye
- v. Sarah Troiano: Aye

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

9. Maggie Helon motioned to approve Policy IHBEA: English Language Learners as amended, Lisa Kouchakdjian seconded.

a. ROLL CALL VOTE

- i. Meredith Gerson: Aye
- ii. Maggie Helon: Aye

- iii. Lisa Kouchakdjian: Aye
- iv. Silvia Nerssessian: Aye
- v. Sarah Troiano: Aye

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

10. Maggie Helon motioned to approve Policy JB: Equal Educational Opportunities as amended, Lisa Kouchakdjian seconded.

a. ROLL CALL VOTE

- i. Meredith Gerson: Aye
- ii. Maggie Helon: Aye
- iii. Lisa Kouchakdjian: Aye
- iv. Silvia Nerssessian: Aye
- v. Sarah Troiano: Aye

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

11. Lisa Kouchakdjian motioned to approve Policy JC: Attendance Areas as amended, Sarah Troiano seconded.

a. ROLL CALL VOTE

- i. Meredith Gerson: Aye
- ii. Maggie Helon: Aye
- iii. Lisa Kouchakdjian: Aye
- iv. Silvia Nerssessian: Aye
- v. Sarah Troiano: Aye

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

12. Maggie Helon motioned to approve Policy JCA: Assignment of Students to Schools as amended, Lisa Kouchakdjian seconded.

a. ROLL CALL VOTE

- i. Meredith Gerson: Aye
- ii. Maggie Helon: Aye
- iii. Lisa Kouchakdjian: Aye
- iv. Silvia Nerssessian: Aye
- v. Sarah Troiano: Aye

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

13. Maggie Helon motioned to approve Policy JEB: Entrance Age as amended, Lisa Kouchakdjian seconded.

a. ROLL CALL VOTE

- i. Meredith Gerson: Aye
- ii. Maggie Helon: Aye
- iii. Lisa Kouchakdjian: Aye
- iv. Silvia Nerssessian: Aye
- v. Sarah Troiano: Aye

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

14. Lisa Kouchakdjian motioned to remove Policy JLA: Student Insurance program, Maggie Helon seconded.

a. ROLL CALL VOTE

- i. Meredith Gerson: Aye
- ii. Maggie Helon: Aye
- iii. Lisa Kouchakdjian: Aye
- iv. Silvia Nerssessian: Aye
- v. Sarah Troiano: Aye

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

d. Acceptance of Gifts

- i. The Committee reviewed a gift of \$100 recently received by the District from Lueders Environmental, Inc.

- 1. Maggie Helon motioned to accept a gift of \$100 from Lueders Environmental, Inc., Lisa Kouchakdjian seconded.

- a. ROLL CALL VOTE

- i. Meredith Gerson: Aye
      - ii. Maggie Helon: Aye
      - iii. Lisa Kouchakdjian: Aye
      - iv. Silvia Nerssessian: Aye
      - v. Sarah Troiano: Aye

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

e. Liaison Reports

- i. Lisa Kouchakdjian attended the Transportation Committee meeting and noted that ridership is up significantly, leading to some funding concerns. She also noted that the Planning Board met recently.
- ii. Silvia Nerssessian met with the Chairs of the Lincoln-Sudbury Regional High School and Lincoln Public Schools School Committees to discuss a tri-district meeting with local legislators. She also noted that she recently worked with SERF on a statement around gratitude.

f. Minutes

- i. The Committee reviewed and revised the meeting minutes from December 14, 2020.

- 1. Lisa Kouchakdjian motioned to approve the meeting minutes from December 14, 2020, as presented, Sarah Troiano seconded.

- a. ROLL CALL VOTE

- i. Meredith Gerson: Aye
      - ii. Maggie Helon: Aye
      - iii. Lisa Kouchakdjian: Aye
      - iv. Silvia Nerssessian: Aye
      - v. Sarah Troiano: Aye

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

- ii. The Committee reviewed and revised the meeting minutes from December 17, 2020.

- 1. Lisa Kouchakdjian motioned to approve the meeting minutes from December 17, 2020, as edited, Sarah Troiano seconded.

a. ROLL CALL VOTE

- i. Meredith Gerson: Aye
- ii. Maggie Helon: Aye
- iii. Lisa Kouchakdjian: Aye
- iv. Silvia Nerssessian: Aye
- v. Sarah Troiano: Aye

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

Adjournment

g. Lisa Kouchakdjian motioned to adjourn at 8:52 PM., Maggie Helon seconded.

i. ROLL CALL VOTE

- 1. Meredith Gerson: Aye
- 2. Maggie Helon: Aye
- 3. Lisa Kouchakdjian: Aye
- 4. Silvia Nerssessian: Aye
- 5. Sarah Troiano: Aye

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

Respectfully Submitted,  
Justin Dulak

**Documents Reviewed During the January 11, 2021 School Committee Meeting**

- 1. Capital Improvement Budget Request Form: Loring Playground Access Walkway
- 2. Capital Improvement Budget Request Form: Curtis Boiler #3 Replacement
- 3. Capital Improvement Budget Request Form: Paging, Clocks, and Bell Systems
- 4. Capital Improvement Budget Request Form: Loring Hot Water Heating Main Circulating Pump Replacement
- 5. Capital Improvement Budget Request Form: Kitchen Walk-in Refrigeration Equipment
- 6. Capital Improvement Budget Request Form: Haynes Rooftop HVAC Replacements
- 7. Capital Improvement Budget Request Form: Curtis Rooftop Unit #8 Replacement
- 8. Warrant Article Form: Noyes School Fire Alarm System Replacement
- 9. Warrant Article Form: Sudbury Public Schools Instrumental Music Revolving Fund
- 10. Warrant Article Form: Sudbury Public Schools Bus Revolving Fund
- 11. SMILE Summer Program
- 12. SPS COVID-19 Data Dashboard, January 8, 2021
- 13. Student Opportunity Act Plan: SY 2021-2023
- 14. 2021-2022 School Calendar-Draft (Pending ILAP Days)
- 15. Policy IC/ICA: School Year/School Calendar (Redlined)
- 16. Policy IC/ICA: School Year/School Calendar (Final)
- 17. Policy ID: School Day (Redlined)
- 18. Policy ID: School Day (Final)
- 19. Policy IE: Organization of Instruction (Redlined)
- 20. Policy IE: Organization of Instruction (Final)
- 21. Policy IGA: Curriculum Development (Redlined)
- 22. Policy IGA: Curriculum Development (Final)



23. Policy IGB: Student Services Programs (Redlined)
24. Policy IGB: Student Services Programs (Final)
25. Policy IGD: Curriculum Adoption (Redlined)
26. Policy IGD: Curriculum Adoption (Final)
27. Policy IHB: Special Instructional Programs and Accommodations (Programs for Students with Special Needs) (Redlined)
28. Policy IHB: Special Instructional Programs and Accommodations (Programs for Students with Special Needs) (Final)
29. Policy JB: Equal Educational Opportunities (Redlined)
30. Policy JB: Equal Educational Opportunities (Final)
31. Policy JC: Attendance Areas (Redlined)
32. Policy JC: Attendance Areas (Final)
33. Policy JCA: Assignment of Students to Schools (Redlined)
34. Policy JCA: Assignment of Students to Schools (Final)
35. Policy JEB: Entrance Age (Redlined)
36. Policy JEB: Entrance Age (Final)
37. Policy JLA: Student Insurance Program
38. Lueders Environmental Check
39. Letter from Michael Lueders to Brad Crozier, December 18, 2020
40. School Committee Meeting Minutes Draft, December 14, 2020
41. School Committee Meeting Minutes Draft, December 17, 2020