

Sudbury School Committee  
Meeting Minutes  
June 26, 2019  
Sudbury Senior Center, Sudbury Pines Room

**Members Present:**

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

**Members Absent:**

Christine Hogan

**Also Present:**

Brad Crozier  
Don Sawyer  
Kim Swain

**Regular Session Meeting**

Ms. Kouchakdjian opened the meeting at 5:05 PM.

1. Public Comment
  - a. Suzie Kornblum, the Director of Sudbury Extended Day, spoke to the Committee about the operational challenges related to the upcoming change in school start times, and what her organization is doing to prepare for that change.
  - b. Richard Tinsley spoke to the Committee about his concerns regarding how the superintendent's evaluation was conducted.
2. Business and Policy Matters
  - a. Superintendent Evaluation and Review of Summative Report
    - i. The Committee, along with former member Richard Tinsley, reviewed Superintendent Brad Crozier's job performance during the 2018-2019 school year. Mr. Crozier received an overall rating of "proficient." The Committee used a rubric provided by DESE to conduct their evaluations of Mr. Crozier.
      1. Silvia Nerssessian motioned to enter the Summative Report for Superintendent Brad Crozier, Maggie Helon seconded.
        - a. **VOTE: 3-0-1**, Meredith Gerson abstained. Motion carries.
  - b. School Committee Retreat Planning
    - i. The School Committee will hold a retreat at 3 PM on July 15, 2019. This retreat will be facilitated by IDEAS/EDCO. While the meeting to be held prior to this retreat will be recorded for public consumption, the retreat itself will not.
  - c. SPS Office Space Relocation Update

- i. Superintendent Brad Crozier informed the Committee that he received a draft space study from TBA Architects. A copy will be circulated to the Committee once a few changes have been made by TBA. Silvia Nerssessionian reported that the Town Manager's working group on space needs will meet with the Board of Selectmen during the Board's July 9 meeting to discuss the future of the Fairbanks Building occupants.
- d. Start Time Subcommittee
  - i. In light of the recent vote approving a change in school start times, the Committee reviewed the goals and objectives of the School Start Time Subcommittee, as well whether the Subcommittee should continue to exist. The Committee concluded that the next steps are administrative and operational, and are thus best left to the superintendent.
    - 1. Maggie Helon motioned to dissolve the School Start Time Subcommittee and instruct the Superintendent to implement new start times, Meredith Gerson seconded.
      - a. **VOTE: 4-0.** Motion carries.
- e. Transportation Committee Representative
  - i. The Committee discussed a request from the Board of Selectmen for the appointment of a School Committee member to act as an advisor to their Transportation Committee. Lisa Kouchakdjian and Silvia Nerssessionian will share the role, alternating meeting attendance duties as their schedules allow.
    - 1. Meredith Gerson motioned to appoint Lisa Kouchakdjian and Silvia Nerssessionian as representatives to the Transportation Committee, Maggie Helon seconded.
      - a. **VOTE: 4-0.** Motion carries.
- f. School Committee Protocols
  - i. The Committee reviewed the changes made at a previous meeting to its meeting protocols document.
    - 1. Silvia Nerssessionian motioned to approve the School Committee Meeting Protocols as edited, Meredith Gerson seconded.
      - a. **VOTE: 4-0.** Motion carries.
- g. Fall Town Meeting Warrant Articles
  - i. The warrant for Fall Town Meeting is scheduled to open in early July and close in early August. Superintendent Brad Crozier led the Committee in a discussion of a possible article he would like to pursue related to the acquisition and implementation of emergency radios in the schools. This topic will be added to the July 15 meeting agenda for further discussion.
- h. Master Plan Steering Committee Meeting In a Box
  - i. The Committee discussed a request for information from the townwide Master Plan Steering Committee regarding SPS's anticipated long term challenges and opportunities. This topic will be added to the July 15 meeting agenda for further discussion.
- i. Future Agenda Topics

- i. Future agenda topics to be discussed include: School Committee Goals for FY20, reviewing the Metrowest Adolescent Health Survey, and beginning the FY21 budget process.
  - j. Minutes-Regular Session Minutes
    - i. June 3, 2019
      - 1. The Committee reviewed the draft minutes from the June 3, 2019 meeting.
        - a. Silvia Nerssessionian motioned to approve the minutes from June 3, 2019 as presented, Maggie Helon seconded.
          - i. **VOTE: 4-0.** Motion carries.
    - ii. June 11, 2019
      - 1. The Committee reviewed the draft minutes from the June 11, 2019 meeting.
        - a. Silvia Nerssessionian motioned to approve the minutes from June 11, 2019 as presented, Maggie Helon seconded.
          - i. **VOTE: 4-0.** Motion carries.
3. Educational Matters
- a. District Reports
    - i. SEA Report
      - 1. None
    - ii. Business and Finance Director's Report
      - 1. Business and Finance Director Don Sawyer updated the Committee on the processes involved in closing out the fiscal year. Mr. Sawyer also reported on the progress being made on the Noyes playground renovation project.
    - iii. Assistant Superintendent's Report
      - 1. Assistant Superintendent Kim Swain recognized the Sudbury Education Resources Fund and the most recent recipients of their grants, including Kristin Moffat, Dorothy Kramer, and Pamela Radler. Ms. Swain also expressed her gratitude to the local PTOs for the generous gifts they made at a previous School Committee Meeting.
    - iv. Superintendent's Report
      - 1. Superintendent Brad Crozier updated the Committee on the district's latest student enrollment figures and staffing decisions being made to accommodate changes in those numbers. Mr. Crozier also informed the Committee of building maintenance projects scheduled to occur over the summer months.

Maggie Helon motioned to adjourn the meeting, Meredith Gerson seconded.

**VOTE: 4-0.** Motion carries. Meeting adjourned at 6:47 P.M.

**Documents Reviewed During June 26, 2019 School Committee Meeting**

1. End of Cycle Summative Evaluation Report: Superintendent, Lisa Kouchakdjian
2. End of Cycle Summative Evaluation Report: Superintendent, Maggie Helon
3. End of Cycle Summative Evaluation Report: Superintendent, Christine Hogan
4. End of Cycle Summative Evaluation Report: Superintendent, Silvia Nerssessionian
5. End of Cycle Summative Evaluation Report: Superintendent, Richard Tinsley
6. End of Cycle Summative Evaluation Report: Superintendent, School Committee
7. Sudbury Public Schools Committee School Start Time Subcommittee Template
8. Sudbury Public Schools School Committee Protocols
9. Sudbury Master Plan Update: Meeting in a Box, A Guide for Steering Committee Members
10. Draft Meeting Minutes: June 3, 2019
11. Draft Meeting Minutes: June 11, 2019