

Sudbury School Committee
Meeting Minutes
June 14, 2021
Virtual Meeting

Members Present:

Silvia Nerssessian, Chair
Meredith Gerson, Vice Chair
Maggie Helon
Sarah Troiano
Tyler Steffey

Members Absent:

None

Also Present:

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

Regular Session Meeting

Chair Silvia Nerssessian opened the meeting at 6:00 PM.

1. Opening Statement/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, Maggie Helon, Sarah Troiano, and Tyler Steffey all affirmed in the positive.
 - b. Meredith Gerson motioned to enter Executive Session to conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct contract negotiations with nonunion personnel, specifically the Superintendent; and to discuss strategy with respect to and in preparation for collective bargaining with the Sudbury Education Association, the Education Support Professionals Association, the Nurses' Union, and the Custodians' Union, because an open discussion may have a detrimental effect on the bargaining position of the Committee; and to review and approve minutes from the School Committee Executive Session Meeting on May 26, 2021; and to return to open session, Maggie Helon seconded.
 - i. ROLL CALL VOTE

1. Meredith Gerson: Aye
2. Maggie Helon: Aye
3. Silvia Nerssessian: Aye
4. Sarah Troiano: Aye
5. Tyler Steffey: Aye

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

c. Return from Executive Session

- i. Chair Silvia Nerssessian noted that the Committee returned from the Executive Session at 7:00 PM. 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. All members affirmed in the positive.

2. Special Matters

a. Welcome of New School Committee Member Tyler Steffey

- i. The Committee welcomed and congratulated new Member Tyler Steffey to the group. Mr. Steffey used the opportunity to thank the community for electing him.

b. Acceptance of Gifts

i. Nixon PTO: Sign Replacement

1. The Committee reviewed a proposed gift from the Nixon Parent Teacher Organization, a new sign for the school. Superintendent Brad Crozier noted that this and each of the subsequent requests have been vetted by the administration to ensure they meet the needs of the receiving school.
2. Meredith Gerson motioned to accept a new school sign on behalf of Nixon Elementary School from the General John Nixon School Parent Teacher Organization, valued at \$2,200, with gratitude Sarah Troiano seconded.

a. ROLL CALL VOTE

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

1. VOTE: 5-0. Motion carries.

ii. Noyes PTO Cafeteria Monitor and Accessories

1. The Committee reviewed a proposed gift from the Noyes Parent Teacher Organization, a new monitor and the necessary accessories for the Noyes cafeteria.
2. Meredith Gerson motioned to accept a cafeteria monitor and related accessories on behalf of Noyes Elementary School from

the Noyes Elementary School Parent Teacher Organization, valued at \$2,000, with gratitude, Sarah Troiano seconded.

a. ROLL CALL VOTE

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

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

3. Loring 5th Grade: Bronzed Ducklings Installation and Signage

- a. The Committee reviewed a pair of proposed gifts to benefit the Loring Elementary School. The first is a set of bronze duck statues and the second is a class plaque. Both gifts are courtesy of the Loring Fifth Grade Class of 2021.
- b. Meredith Gerson motioned to accept bronze duck and duckling statues and a class signature plaque from the Fifth Grade Class of 2021 at Loring Elementary School, on behalf of Loring Elementary School, valued at \$3,476.94 and \$105 respectively, with gratitude, Sarah Troiano seconded.

i. ROLL CALL VOTE

1. Meredith Gerson: Aye
2. Maggie Helon: Aye
3. Silvia Nerssessian: Aye
4. Sarah Troiano: Aye
5. Tyler Steffey: Aye

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

3. Public Comment

- a. Tom Rogan, of 80 Goodnow Road, spoke to the Committee about his family's decision to send his children to private school.

4. Educational Matters

a. District Reports

i. SEA Report

1. SEA Representative Ben DeMott spoke to the Committee about ways the SEA has given back to the SPS community, including donating gift cards, headphones with microphones, and other supplies to children in Sudbury.

ii. Business and Finance Director's Report

1. Business and Finance Director Don Sawyer updated the Committee on the closing of the 2021 fiscal year. Bus registration for the coming school year is coming to a close on June 18th.

2. Mr. Sawyer also reported that the reconciliation and closing of grants is ongoing, as is the processing of the final payroll for FY21. The new fiscal year will begin July 1, 2021.
 - iii. Assistant Superintendent's Report
 1. Assistant Superintendent Kim Swain reported that 68 staff members will be working through the summer on various curriculum development projects.
 2. Ms. Swain also informed the Committee that educators remain dedicated to the district's work on equity, evidenced by the dozen teachers currently registered to take IDEAs courses over the summer.
 3. Ms. Swain informed the Committee that over the course of the 2020-2021 school year, teachers earned more than 250 graduate credits and 17,000 PDPs.
 - iv. Superintendent's Report
 1. Superintendent Brad Crozier reported that each of the elementary schools and Curtis Middle School will return to holding their traditional end-of-year events this week.
 2. Superintendent Crozier also informed the Committee that the recent vaccination clinic was a success, with over 100 doses of the COVID vaccine administered. The next vaccination event will be on June 30th, also at Curtis Middle School.
 3. Superintendent Crozier reported that the return to full-time in-person learning has allowed the district to better assess student needs, and staffing adjustments are being made to accommodate those needs. This includes posting for a new district-wide adjustment counselor and two new BCBA positions. Enrollment projections also led the district to increase the number of preschool sections to four.
 4. Superintendent Crozier updated the Committee on the development of the accessible path at Loring Elementary School. Bids have been opened, walkthroughs conducted, and the project awarded. This project will include not just the path itself, but ADA concerns from the parking lot to the upper playground. All bids received were at or below the funding mark set by the district and town. Similarly, the Noyes fire alarm project has been awarded and will begin later this week.
 5. Superintendent Crozier also noted that a variety of small capital projects will be occurring at the schools throughout the month of July.
5. Business and Policy Matters
 - a. School Committee Reorganization
 - i. Select Chair and Vice-Chair for 2021-2022

1. Pursuant to the requirement set forth in School Committee Policy BDA, the School Committee discussed who should fill the roles of Chair and Vice Chair, respectively, for the 2021-2022 school year.
 - a. Sarah Troiano motioned to appoint Silvia Nerssessian as School Committee Chair for the 2021-2022 school year, Maggie Helon seconded.
 - i. ROLL CALL VOTE
 1. Meredith Gerson: Aye
 2. Maggie Helon: Aye
 3. Silvia Nerssessian: Aye
 4. Sarah Troiano: Aye
 5. Tyler Steffey: Aye
 - a. **VOTE: 5-0.** Motion carries.
 - b. Sarah Troiano motioned to appoint Meredith Gerson as School Committee Vice-Chair for the 2021-2022 school year, Maggie Helon seconded.
 - i. ROLL CALL VOTE
 1. Meredith Gerson: Aye
 2. Maggie Helon: Aye
 3. Silvia Nerssessian: Aye
 4. Sarah Troiano: Aye
 5. Tyler Steffey: Aye
 - a. **VOTE: 5-0.** Motion carries.
 - ii. Liaison and Subcommittee Assignments for 2021-2022
 1. Following the appointment of the Chair and Vice-Chair, the Committee proceeded to review members' subcommittee and liaison assignments for the 2021-2022 school year. Following approval, all assignments will be posted to the Sudbury Public Schools website for public review and reference. The Committee also agreed to conduct further discussion and review of the role of school liaisons.
 - a. Sarah Troiano motioned to approve the FY22 School Committee Liaison and Responsibilities Assignments as discussed, Maggie Helon seconded.
 - i. ROLL CALL VOTE
 1. Meredith Gerson: Aye
 2. Maggie Helon: Aye
 3. Silvia Nerssessian: Aye
 4. Sarah Troiano: Aye
 5. Tyler Steffey: Aye
 - a. **VOTE: 5-0.** Motion carries.
 - b. Vote to Approve Superintendent Contract

- i. The Committee reviewed the new contract for Superintendent Brad Crozier. The proposed pact would run from July 1, 2022-June 30, 2026.
 - 1. Meredith Gerson motioned to approve the Employment Agreement by and Between the Sudbury Public Schools School Committee and Brad Crozier, July 1, 2022- June 30, 2026, and to authorize the Chair to sign the contract on behalf of the School Committee, Sarah Troiano seconded.
 - a. ROLL CALL VOTE
 - i. Meredith Gerson: Aye
 - ii. Maggie Helon: Aye
 - iii. Silvia Nerssessian: Aye
 - iv. Sarah Troiano: Aye
 - v. Tyler Steffey: Aye
 - 1. VOTE: 5-0.** Motion carries.
- c. COVID-19 Emergency Measures Related to Open Meeting Law
 - i. The Committee discussed the state of emergency measures related to Open Meeting Law. Governor Charlie Baker's executive orders allowing municipal bodies to meet remotely are scheduled to expire at 12:01 AM on June 15th, and as of this meeting, no action to prolong them has been taken by the State Legislature. As such, the Committee must currently plan to hold its next meeting in person or in a hybrid-mode, with some members participating remotely. Concerns raised about the hybrid mode included how to manage the technology and how SudburyTV could capture footage. The Committee discussed preferences for how to handle future meetings through the end of the executive order expiring in September.
 - ii. The Committee also took this opportunity to discuss their summer retreat and potential locations for an in-person retreat. Logistics of remote participation at meetings were also discussed. The retreat is currently scheduled for July 9th and will begin at 9:30 AM.
- d. Review School Committee At-A-Glance Newsletter
 - i. The Committee reviewed a draft of its June newsletter to the community.
 - 1. Meredith Gerson motioned to approve the June 2021 School Committee At-A-Glance newsletter as edited, Maggie Helon seconded.
 - a. ROLL CALL VOTE
 - i. Meredith Gerson: Aye
 - ii. Maggie Helon: Aye
 - iii. Silvia Nerssessian: Aye
 - iv. Sarah Troiano: Aye
 - v. Tyler Steffey: Aye
 - 1. VOTE: 5-0.** Motion carries.

- e. 2020-2021 School Committee Goals Review and 2021-2022 Goals Discussion
 - i. The School Committee discussed dates for reviewing and establishing goals, noting that July 9th was the latest date for goal revision.
 - ii. The Committee reviewed the equity goal, noting that they had previously approved the equity statement. They discussed the Committee's role in the equity audit, potential future policy actions, partnering with the community, and ways of tweaking this goal.
 - iii. The Committee discussed the student achievement goal, noting that they have planned professional development already around this goal, and will focus on data and assessments moving forward. This will require a lot of collaboration with the superintendent and administration.
 - iv. The Committee reviewed the policy goal, noting that policy is an important committee responsibility, whether or not it is a goal. The Committee discussed that policy is a major practice of the committee that is a part of their ongoing work, so it may not need to be one of their goals, which leaves room for something new.
 - v. The Committee reviewed the communication goal, which was created to increase frequency of communication. The Committee discussed and noted that this has become a best practice and may not necessarily need to be a goal.
- f. Superintendent 2021-2022 Goals Discussion
 - i. Superintendent Crozier noted that one of his goals will center around equity. He noted that there will be several action steps, including the equity audit.
 - ii. Superintendent Crozier discussed the student achievement goal, focusing on the use of assessments budgeted for FY22, including multiple levels of reporting systems. He noted the importance of reestablishing data teams previously impacted by covid, and learning from previous assessments. His focus will be less on the impacts of the pandemic and more on the opportunity for students to complete their unfinished learning in measurable ways against district benchmarks, both academically and socially-emotionally.
 - iii. Superintendent Crozier noted that he is still looking for opportunities to further the professional practice goal, whether that is by engaging in a class or a book group. His ideas were to work with the SALT team on best practices around data use, or to make a goal around the social-emotional learning piece. Superintendent Crozier noted that the data use best practices goal would likely be the most achievable through the given metrics, and he is leaning toward that.
 - iv. Superintendent Crozier discussed the instructional leadership goal, indicating that data informed decision making is a good one to keep on, particularly with the new assessments planned.

- v. Superintendent Crozier spoke about the management and operations goal, noting that last year this was focused on the Covid response plan. He is considering moving this to the fiscal systems indicator, as the strategic plan ends this year and new strategic initiatives must be identified. The fiscal systems need to be used to identify budget supports to meet those goals.
- vi. Superintendent Crozier discussed the family and community engagement goal, linking these to the shared responsibilities indicator by working with stakeholders to support student learning through new strategic initiatives in the strategic plan.
- vii. Superintendent Crozier spoke about the professional culture goal, linking into the commitment to high standards indicator. He indicated that focuses in this area are curriculum reviews, increased project based learning, and the student trip to Washington.
- g. Liaison Reports
 - i. None
- h. Minutes
 - i. The School Committee reviewed and revised minutes from the April 28, 2021 meeting.
 - 1. Meredith Gerson motioned to approve the open session meeting minutes from the April 28, 2021 meeting, as amended, Sarah Troiano seconded.
 - a. ROLL CALL VOTE
 - i. Meredith Gerson: Aye
 - ii. Maggie Helon: Aye
 - iii. Silvia Nerssessian: Aye
 - iv. Sarah Troiano: Aye
 - v. Tyler Steffey: Aye
 - 1. **VOTE: 5-0.** Motion carries.
- i. Adjournment
 - i. Maggie Helon motioned to adjourn at 9:06 PM, Sarah Troiano seconded.
 - 1. ROLL CALL VOTE
 - a. Meredith Gerson: Aye
 - b. Maggie Helon: Aye
 - c. Silvia Nerssessian: Aye
 - d. Sarah Troiano: Aye
 - e. Tyler Steffey: Aye
 - i. **VOTE: 5-0.** Motion carries.

Respectfully Submitted,
Justin Dulak

Documents Reviewed During the June 14, 2021 School Committee Meeting

1. Loring Fifth Grade Class Donations Letter, From Amy Kohen to Sudbury School Committee
2. Art of Bronze Quote Sheet
3. General John Nixon School Parent Teacher Organization Gift Proposal 2021
4. 2021 Gift to Peter Noyes School from PTO Memo
5. Sudbury School Committee FY22 Liaison Assignments Worksheet
6. Employment Agreement by and Between the Sudbury Public Schools School Committee and Brad Crozier, July 1, 2022-June 30, 2026
7. Info-Gram: Option for Remote Meetings Set to Expire; Bill to Extend Pending
8. Sudbury School Committee At-A-Glance Newsletter, June 2021 DRAFT
9. Sudbury School Committee 2020-2021 SMART Goals
10. Sudbury School Committee Meeting Minutes, April 28, 2021 Draft
11. Sudbury School Committee Meeting Minutes, May 17, 2021 Draft