

Sudbury School Committee  
Meeting Minutes  
November 2, 2020  
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  
Sonia Fortin, SEA Representative

**Regular Session Meeting**

Chair Silvia Nerssessian opened the meeting at 7:02 PM.

1. Roll Call and Public Forum Notice
  - 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 Lisa Kouchakdjian all affirmed in the positive.
  
1. Public Comment
  - a. Tom Rogan of Sudbury spoke to the School Committee regarding his concerns around remote learning and the need for a remote teaching and learning plan.
  
2. Educational Matters
  - a. District Reports
    - i. SEA Report
      1. SEA Representative Sonia Fortin spoke to the committee about the different tools educators are using to improve the learning experience for both in person and remote learners. She also

explained the roles of Educational Service Providers and their technological needs to support learning, particularly newer Chromebooks.

ii. Business and Finance Director's Report

1. Business and Finance Director Don Sawyer reported to the Committee on the recent DESE Grant 102 session. He noted that there have been several rule changes in the grants through the CARES act. He also noted that the year-to-date budget is currently under review, which will not include any of the aforementioned forecast adjustments.

iii. Assistant Superintendent's Report

1. Assistant Superintendent Kim Swain updated the Committee on the upcoming Professional Development Day, focusing on collaboration, planning, and technology skills. A particular focus is on the implications if there is a need to pivot to full remote learning. She also informed the committee that the Food Pantry has been restarted in a safe and remote way.

iv. Superintendent's Report

1. Superintendent Brad Crozier informed the Committee that he recently sent out a memo on closure considerations to the community. He noted that this does not signal a pending change, just a communication of the basis for decisions.
  - a. Even if full remote occurs, there are plans to still have the most needy students still attend in some format.
2. Superintendent Crozier indicated that DESE has authorized schools to shift to full remote learning for snow days.
3. Superintendent Crozier noted that SPS has been looking into COVID testing for students. He indicated that the district has signed up for a pilot program that would provide free tests for students or staff that are showing symptoms of COVID or who have confirmed exposure. The rapid test results would come back in fifteen minutes.
4. The teacher and staff survey closed and high-level takeaways will be released at a later date.
5. The Assistant Director of Technology has been hired.
6. Committee questions included family opt-in/opt-out protocols for COVID testing and timeline for COVID test pilot program acceptance.

3. Business and Policy Matters

a. NESDEC Enrollment Projections

- i. Superintendent Crozier spoke to the committee to provide high-level updates on enrollment projections.

1. Projections show 41 fewer students than currently enrolled.  
Superintendent Crozier noted that enrollment was far lower than usual this year due to COVID, which may have an impact on the next budget cycle.
    2. Kindergarten projections for FY22 seem in line with past years.
    3. First grade had significant drops in enrollment this year, and projections do not seem to account for re-enrollment next year.
  - ii. Committee questions centered on variance from overall projections last year, where we may see higher enrollment next year due to 'redshirting' in kindergarten, number breakdowns of enrollment by school, total enrollment tracking variance by school, and private school/ homeschool increase rationale.
- b. Community Letter on Budget Process
- i. The School Committee workshopped the community letter on the budget process.
  - ii. Lisa Kouchakdjian motioned to approve the community letter on budget process as edited, Silvia Nerssessian seconded.
    1. ROLL CALL VOTE
      - a. Meredith Gerson: Aye
      - b. Maggie Helon: Aye
      - c. Lisa Kouchakdjian: Aye
      - d. Silvia Nerssessian: Aye
      - e. Sarah Troiano: Aye
    - i. **VOTE: 5-0.** Motion carries.
- c. Appoint School Committee Member to Bus Contract Negotiations
- i. The school committee discussed negotiations around the bus contract, particularly in case of a remote situation where buses are no longer being utilized and to offer an adjusted fee scenario. Many other districts have reached agreements to ensure continuity of drivers in the case of a short-term disruption of full remote.
  - ii. Maggie Helon motioned to appoint Silvia Nerssessian to the Bus Contract Negotiations, Sarah Troiano seconded.
    1. ROLL CALL VOTE
      - a. Meredith Gerson: Aye
      - b. Maggie Helon: Aye
      - c. Lisa Kouchakdjian: Aye
      - d. Silvia Nerssessian: Aye
      - e. Sarah Troiano: Aye
    - i. **VOTE: 5-0.** Motion carries.
- d. Policy Subcommittee Template Update
- i. The school committee reviewed and revised the policy template.
  - ii. Lisa Kouchakdjian motioned to approve the policy template as edited, Silvia Nerssessian seconded.

1. ROLL CALL VOTE

- a. Meredith Gerson: Aye
- b. Maggie Helon: Aye
- c. Lisa Kouchakdjian: Aye
- d. Silvia Nerssessian: Aye
- e. Sarah Troiano: Aye
- i. **VOTE: 5-0.** Motion carries.

e. Policy Manual Updates

i. ACAB-Sexual Harassment

- 1. Lisa Kouchakdjian motioned to approve the ACAB- Sexual Harassment policy manual update as presented, 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.

ii. JBB- Educational Equity

- 1. Meredith Gerson motioned to approve the JBB- Educational Equity policy manual update as presented, 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.

iii. IHA- Basic Instructional Program

- 1. Meredith Gerson motioned to remove the IHA- Basic Instructional Program policy from the policy manual, 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.

iv. JLD- Guidance Program

1. Sarah Troiano motioned to remove the JLD- Guidance Program policy from the policy manual, Lisa Kouchakdjian seconded.

a. ROLL CALL VOTE

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

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

v. JP- Student Gifts and Solicitations

1. Sarah Troiano motioned to remove the JP- Student Gifts and Solicitations policy from the policy manual, Lisa Kouchakdjian seconded.

a. ROLL CALL VOTE

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

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

a. Following this vote, Maggie Helon left the meeting.

f. Liaison Reports

- i. Lisa Kouchakdjian updated the Committee on the Transportation Committee's recent meeting. She also noted that the MASC will be holding a virtual conference. The Loring Playground Committee recently met and is working on access issues.
- ii. Sarah Troiano updated the Committee on the recent Equity Working Group meeting.
- iii. Silvia Nerssessionian provided an update on the Budget Committee meeting.

g. Minutes

i. The School Committee reviewed and revised minutes from the October 5, 2020 meeting.

1. Meredith Gerson motioned to approve the meeting minutes from October 5, 2020, as edited, Sarah Troiano seconded.

a. ROLL CALL VOTE

- i. Meredith Gerson: Aye
- ii. Lisa Kouchakdjian: Aye
- iii. Silvia Nerssessionian: Aye
- iv. Sarah Troiano: Aye

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

Adjournment

h. Lisa Kouchakdjian motioned to adjourn at 8:33 PM., Meredith Gerson seconded.

i. ROLL CALL VOTE

1. Meredith Gerson: Aye
2. Lisa Kouchakdjian: Aye
3. Silvia Nerssessian: Aye
4. Sarah Troiano: Aye

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

Respectfully Submitted,  
Justin Dulak

**Documents Reviewed During the November 2, 2020 School Committee Meeting**

1. FY22 Budget Timeline
2. NESDEC Enrollment Projections Report
3. NESDEC School-by-School Enrollment Projections Report
4. Community Letter on Budget Process, November 2, 2020
5. Sudbury School Committee Policy Subcommittee Template
6. Policy ACAB-Sexual Harassment
7. Policy ACAB-Sexual Harassment DRAFT
8. Policy JBB- Educational Equity
9. Policy IHA- Basic Instructional Program
10. Policy JLD- Guidance Program
11. Policy JP- Student Gifts and Solicitations
12. MASC Policy Newsletter, January 2020
13. School Committee Meeting Minutes Draft, October 5, 2020