

Sudbury School Committee (SSC)
Meeting Minutes
School Committee Meeting
November 19, 2018
Sudbury Senior Center

Members Present:

Lisa Kouchakdjian, Chair
Margaret Helon, Vice Chair
Christine Hogan
Silvia Nerssessian
Richard Tinsley

Also Present:

Brad Crozier, Superintendent of Schools
Kimberly Swain, Assistant Superintendent of schools
Don Sawyer, Director of Business and Finance
Eileen Levoy, SEA

Open Regular Session

Chair Lisa Kouchakdjian called the meeting to order at 6:30 PM.

1. Open Forum - None

2. Special Matters

a. FY20 Budget Presentation

i. Student Services Interim Director of Student Services, Stephanie Juriansz, Assistant Director of Student Services, Jeffrey Lappin

Stephanie Juriansz introduced the new Assistant Director, Jeffrey Lapin, and read an inclusion statement.

1. Special Education – Ms. Juriansz shared the foundation of programs and rationale of where we are with Student Services before we begin FY20 budget resource allocation recommendations. Ms. Juriansz stated it is very important to take the time to understand the programs and understand the services we provide to students in Sudbury to make decisions on behalf of all learners. She indicated the purpose of this evening is to provide an overview of who we are and opportunities for growth; strengths, data, trends, and things coming down the road for us.

Ms. Juriansz stated Student Services is comprised of both general education and special education teams that support diverse learners. The District vision is to educate students to be knowledgeable, creative, independent thinkers who are collaborative members of their school and wider community.

Ms. Juriansz stated all means all. SPS is committed to being an inclusive environment where all students are members of our student community. SPS is an inclusive community where students feel safe and thrive socially, emotionally, physically, and are academically challenged.

SPS has a total enrollment of 2, 678 students including preschool. As of October 1, there were 485 students on an IEP representing 18%. Current students on IEPs is 496. There are 91 students on 504s, representing 3.4%.

Ms. Juriansz stated Student Services also encompasses Nursing, Health, and Guidance.

Ms. Juriansz's presentation, in part, recommended the development of two programs: one serving students on the autism spectrum consistent with a program offered at the elementary level, and one to serve our students with mental health issues.

2. School Committee Members asked questions and discussed the budget forecast presented, before thanking Ms. Juriansz and Mr. Lapin for a great presentation.

ii. Business and Finance Director, Donald Sawyer

1. Capital Items and A1 Forms - School Committee Members agreed to move this item to the December 3rd meeting agenda to comply with the upcoming deadline. Mr. Sawyer noted that it does not require action from the School Committee, but they may take votes if they so choose.
2. Out of District Tuition and Transportation - Mr. Sawyer noted that the Operating Budget this year shows \$1.5 Million for Out of District tuition payments; \$2.6 Million for Out of District was budgeted. The FY19 Program cost is indicated by the State, the number came in and it is a 2.38% increase, a 6% increase was forecasted. Mr. Sawyer noted that at this time projections are preliminary, so a number of things will change between now and May. Even after Town Meeting, further adjustments will still need to be made into June and July.
General Education Transportation was budgeted for \$650,000 for FY19, which will suffice for this year, though the number of students in FY20 will grow slightly. The filing deadline for Circuit Breaker funding, meanwhile, is in July.

iii. Superintendent Brad Crozier

1. Positions/Student Enrollment/Class Sizes - Mr. Crozier spoke about the budget process, explaining that it is built based on the

number of projected students, students on IEPs, and Out of District students. An additional section of Kindergarten may be added and reallocations will be made where necessary.

2. Curriculum and Instruction - Ms. Swain presented an FY20 Budget Plan outlining curriculum initiatives heading into FY20. Focus included professional development opportunities; a managerial goal to develop and support high quality personnel; and Curriculum Supplies/District purchases, such as Science lab materials, Math Products, Engineering tools and a Music lab upgrade. Ms. Swain discussed recurring Grant opportunities and showed comparables.

3. Educational Matters

a. District Reports

- i. SEA Report - Eileen Levoy noted that the district's teachers are off to a busy start, delving into science curriculum and mindfulness activities. Students are engaged and enjoying Bridges, particularly the number strings.

- ii. Business and Finance Director's Report - nothing additional.

- iii. Assistant Superintendent's Report-PD Offerings - Ms. Swain thanked the SPS math educators (Steering Committee, Coaching Team, and Nixon educators) as well as Buckingham, Browne and Nichols educators who observed our Bridges in Math Program. SERF Grant recipients were acknowledged, as well as the successful opening of Curtis' Safe Space.

Ms. Swain noted the successful Veteran's Day celebration, which honored 12 Veterans, including Army Captain Thom Kenney. Students were able to shake hands with the Veterans and thank them for their service.

Ms. Swain discussed the Memorandum regarding the Professional Learning Statement, acknowledging educators willingness to engage with new concepts in learning.

- iv. Superintendent's Report-Internal Space Allocation - Mr. Crozier noted work is being conducted with an architectural firm examining the elementary school spaces and how to best utilize them. A report should be received from the firm by the next meeting.

Mr. Crozier reported that he recently attended an EDCO meeting with Ms. Kouchakdjian. He encouraged other Committee Members to speak with Commissioner (of Education) Jeffrey Riley. A takeaway from the meeting was that absenteeism can be a detriment to our District rating when students are pulled from school to travel.

Mr. Crozier noted the difficulty in finding substitute teachers. Mr. Crozier would like to see an increase to their pay as a way to generate additional applicants in that pool; an increase would only bring Sudbury in line with most other area towns. The Committee was in agreement.

4. Business and Policy Matters

a. Subcommittee Reports

i. School Start Time-Review Draft Template - School Committee Members reviewed the draft template of the School Start Time Committee. Ms. Hogan and Mr. Tinsley outlined the makeup of the Subcommittee and discussed the roles and availability of Subcommittee Members. School Committee Members discussed the Subcommittee's goals and objectives. The Subcommittee will develop and recommend an implementation plan for developmentally-appropriate start times for SPS students to the School Committee. This will include evaluating cost implications. The Subcommittee aims to have a recommendation no later than April.

ii. Strategic Planning-Review Draft Template - School Committee Members further discussed the expectation of the Strategic Plan. Committee members discussed having parent representatives as voting members Ms. Kouchakdjian and Ms. Nerssesseian will meet with Mr. Crozier to draft a template; School Committee Members will provide their input on the draft template directly to Mr. Crozier to share with the Subcommittee at the next Strategic Planning Subcommittee meeting.

iii. Superintendent Evaluation-Update - No update at this time. Mr. Crozier agreed to provide an additional update/report to the School Committee at the School Committee's first meeting in March.

iv. SPS Administration Relocation-Update - no update at this time.

b. School Calendar 2019-2020 - Two alternative draft calendars were included in the School Committee agenda packets, one with a pre-Labor Day start date, the other a post-Labor Day start. Mr. Crozier noted that after discussions with Lincoln and LS his recommendation was the pre-Labor Day start calendar. School Committee Members discussed other options, some Members expressing support for a post-Labor Day start, citing results from an earlier survey. It was agreed to continue this discussion at the next meeting.

c. Avalon Mitigation Fund Allocation - Mr. Crozier referenced a letter from Michael O'Brien regarding Phase 1 of the Meadow Walk Mitigation Funds. Mr. Crozier explained that some initiatives will take priority over others. Once approved by the School Committee, the Board of Selectmen can vote to release the funds, which total approximately \$100,000. Discussion continued regarding project costs, and projects that were not included in Phase 1.

Motion: Ms. Hogan made a motion to move forward with the Meadow Walk Mitigation Funds Phase 1. Ms. Nerssessian seconded the motion.

Vote: 4-1. Motion carries (Mr. Tinsley opposed).

d. District Policy Manual Hosting Update - Ms. Kouchakdjian noted that the Policy Manual is not yet online but a hard copy version is available in the Superintendent's office. Mr. Crozier added that they are working to create a document that is

searchable and secure and will be in a Google docs format. This agenda item will be moved to an upcoming meeting agenda.

e. Liaison Reports - Ms. Hogan noted that the Veteran's Day celebration event was wonderful. As METCO liaison, Ms. Hogan reported that Sandra Walters will be having a conference for administrators and School Committee Members in January. Ms. Hogan brought up concerns regarding impact of school cancellations and delayed openings on Boston students as it pertains to transportation.. Ms. Hogan added she discussed Blizzard Bags/Remote Learning with Ms. Walters and hopes this will be on a future agenda item as a means to address concerns. She would also like the School Committee to look at our transportation vehicles serving Boston Students being housed closer to Boston, to save costs including drivers' hours.

Ms. Nerssessian distributed a proposed reconciliation which Finance Committee Liaison Jean Nam will be presenting to the Finance Committee for their feedback and consideration. The reconciliation sheet accurately represents SPS budget reporting to the state. It provides a consistent, transparent form of reporting, where the information can be more easily extracted, and presents the ability to also see trends.

Ms. Hogan noted that the Wayland School Committee voted this evening to change the school Start Times beginning next year; the Wayland middle school day will begin at 8:35 a.m., the high school at 8:30 a.m., and the elementary school day at 7:55 a.m.

Ms. Kouchakdjian recently attended the Massachusetts Association of School Committees Annual Conference. She and Ms. Nerssessian will be attending the Budget Strategies Task Force meeting tomorrow. Ms. Kouchakdjian asked School Committee Members to keep the proposed dates of March 11 and March 26, 2019 clear for a Tri-District meeting.

Ms. Nerssessian acknowledged the Haynes Community for a great auction and noted that it was great to see the community come together to support the schools.

f. Minutes-Regular Session Minutes (10/29/2018) - School Committee Members discussed the language under 3(d). Mr. Crozier will ask Justin Dulak to review the section and edit if necessary.

5. Adjournment

Motion: Ms. Hogan made a motion to adjourn. Mr. Tinsley seconded the motion.

Vote: 5-0. Motion carries.

Meeting adjourned at 11:26 p.m.

Sudbury School Committee

Documents Reviewed during the 11.19.2018 meeting

1. SPS Budget Reconciliation
2. Curriculum & Instruction: FY20 Budget Planning
3. FY20 Enrollment Projections 11/19/2018
4. Student Services Updates and FY20 Budget Planning
5. Expense and Subcategory Report
6. November 26, 2018 PD day Memo
7. November 26, 2018 Course Catalog
8. SPS Committee Strategic Plan Subcommittee Template
9. SPS Committee Start Time Subcommittee Template
10. SPS 2019-2020 Draft School Year Calendar-Pre-Labor Day Start
11. SPS 2019-2020 Draft School Year Calendar-Post-Labor Day Start
12. Meadow Walk Mitigation Funds Phase 1 Memo
13. Proposed Reconciliation Sheet
14. Regular Session Meeting Minutes for 10/29/2018