

Sudbury School Committee  
Meeting Minutes  
August 5, 2024

**Members Present:**

Nicole Burnard, Chair  
Meredith Gerson, Vice Chair  
Karyn Jones  
Mandy Sim  
Mary Stephens

**Also Present:**

Brad Crozier, Superintendent  
Don Sawyer, Director of Business and Human Resources  
Annette Doyle, Assistant Superintendent  
Chief Scott Nix, Sudbury Police Department

**Executive Session**

Chair Nicole Burnard opened the executive session at 7:00 p.m. She 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. Meredith Gerson, Mandy Sim, and Nicole Burnard all affirmed in the positive.

1. Motion and vote to convene in executive session pursuant to Massachusetts General Laws chapter 30A section 21(a) for the following purpose:
  - a. Purpose (4) to discuss the deployment of security personnel or devices, or strategies with respect thereto.
  - b. Purpose (7) to review and approve minutes from the Sudbury School Committee executive session meeting of July 8, 2024.
    - i. Vice Chair Meredith Gerson moves to convene into executive session pursuant to Massachusetts General Laws chapter 30A section 21(a) for the following purposes. Purpose 4 to discuss the deployment of security personnel or devices, or strategies with respect thereto and purpose 7 to review and approve minutes from the Sudbury School Committee executive session meeting of July 8, 2024. Mandy Sim seconded the motion.
      1. ROLL CALL VOTE:
        - a. Meredith Gerson: Aye
        - b. Mandy Sim: Aye
        - c. Nicole Burnard: Aye
        - i. **Vote: 3-0.** Motion carries.
    - ii. Chair Nicole Burnard confirmed that the Committee will enter into executive session pursuant to Massachusetts General Laws chapter 30A section 21(a) for the following purposes. Purpose 4 to discuss the deployment of security personnel or devices, or strategies with respect thereto and purpose 7 to review

and approve minutes from the Sudbury School Committee executive session meeting of July 8, 2024 and will return to Open Session.

### **Regular Session Meeting**

Chair Nicole Burnard opened the regular session meeting at 7:32 p.m. She 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. Karyn Jones, Mary Stephens and Nicole Burnard all affirmed in the positive.

1. Public Comment
  - a. None
  
2. Special Matters
  - a. School Safety Update, Chief Scott Nix
    - i. Chief Nix gave an update on Sudbury Police Department staffing. He also highlighted the strengths of the statewide ALERT program. This initiative fosters collaboration between police and fire departments, to ensure a coordinated response to active shooter events.
    - ii. The Bruce Freeman Rail Trail is slated for opening by the end of the month.
    - iii. Questions surrounded the collaboration with the Sudbury Police Department and the Say Something program.
  
3. Educational and Operational Matters
  - a. District Reports
    - i. Director of Business and Human Resources Report
      1. The Business Office is in the process of closing FY24 while revising the FY25 budget to account for new hires and changes in staff.
      2. An update on where ARPA funding is being allocated includes the SMILE program, SEL salaries and classroom equipment.
    - ii. Assistant Superintendent Report
      1. The SMILE, Explore and ESY programs celebrated their day last with community partners including Sudbury Fire, Sudbury Police, Goodnow Library and the DPW. They also collected food for the pantry. Mrs. Doyle thanked all the teachers and leaders in the program for their hard work and dedication over the summer.
      2. Prepping for New Teacher Orientation is underway.
    - iii. Superintendent's Report
      1. Superintendent Crozier shared that staffing for the new school year is still underway.
      2. He was appointed to the state's Artificial Intelligence Taskforce, led by DESE, which focuses on developing policies and providing professional training related to AI.
      3. Questions from the Committee included how many people are appointed to the taskforce.

4. Business and Policy Matters

a. FY24 End of Year Budget Report

- i. Mr. Sawyer reviewed recommendations and year to date transfers as well as budget detail.
- ii. Clarification on transfers was provided.
- iii. The Committee's questions focused on the approval date of transfers, teacher salary adjustments, clarification of category breakdowns, and details regarding budget transfers.

1. Vice Chair Meredith Gerson moves to approve the Q4 Fiscal '24 transfers as presented. Mandy Sim seconded the motion.

a. ROLL CALL VOTE

- i. Meredith Gerson: Aye
- ii. Mandy Sim: Aye
- iii. Karyn Jones: Aye
- iv. Mary Stephens: Aye
- v. Nicole Burnard: Aye

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

b. ACCEPT and CASE Q4 Report

- i. No action required. The Collaborations are required to submit their reports on a quarterly basis. The CASE report will be presented at a future meeting.

c. Curtis Gift Approval

- i. The Curtis Parent Organization would like to make a donation of a disc golf course.
- ii. The Committee sought clarification on the locations of the accessible holes and raised questions regarding accessibility for students. Concerns were discussed about whether all holes are accessible for students with disabilities. The Committee discussed voting on whether there would be 4 accessible holes.

1. Vice Chair Meredith Gerson moves to approve a gift from the Curtis PTO of a golf disc course in the amount of \$1,409.98 with gratitude. Mandy Sim seconded the motion.

a. ROLL CALL VOTE

- i. Meredith Gerson: Aye
- ii. Mandy Sim: Aye
- iii. Karyn Jones: No
- iv. Mary Stephens: Aye

1. **Vote: 3-1.** Motion carries.

d. Appointment of School Committee Representative to Educational Collaboratives, (CASE and ACCEPT)

- i. Superintendent Crozier shared that each year the School Committee needs to vote to appoint him as the representative for both CASE and ACCEPT Collaboratives. He has represented both for the last 6 years.

1. Vice Chair Meredith Gerson moves to appoint Brad Crozier as the Sudbury School Committee representative to the CASE Educational Collaborative. Mandy Sim seconded the motion.

a. ROLL CALL VOTE

- i. Meredith Gerson: Aye
- ii. Mandy Sim: Aye
- iii. Karyn Jones: Aye
- iv. Mary Stephens: Aye
- v. Nicole Burnard: Aye

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

- 2. Vice Chair Meredith Gerson moves to appoint Brad Crozier as the Sudbury School Committee Representative to the ACCEPT Educational Collaborative. Mandy Sim seconded the motion.

a. ROLL CALL VOTE

- i. Meredith Gerson: Aye
- ii. Mandy Sim: Aye
- iii. Karyn Jones: Aye
- iv. Mary Stephens: Aye
- v. Nicole Burnard: Aye

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

e. Hybrid Meeting Discussion

- i. The Committee discussed the advantages of both hybrid and in-person meetings. Noting that hybrid meetings offer flexibility for those who prefer to participate from home and offers inclusion and greater public access, while in-person meetings foster relationship-building and collaboration. The Committee also discussed the various types of hybrid meetings and clarified their different formats and benefits.
- ii. Superintendent Crozier will look into the technical details and seek clarification on the installation plan and timeline for the SPS conference room's live streaming capability. A Committee member requested that discussions on hybrid meetings continue.

f. Liaison Reports

- i. The Select Board had an ARPA fund recap. In addition, the potential for child care questions may be posed to Committee members.
- ii. The SPS website is currently being updated and a few links are temporarily unavailable.

5. Adjournment

- a. Chair Nicole Burnard moved to adjourn the meeting at 9:24 p.m. Meredith Gerson seconded the motion.

i. ROLL CALL VOTE

- 1. Meredith Gerson: Aye
- 2. Mandy Sim: Aye
- 3. Karyn Jones: Aye
- 4. Mary Stephens: Aye
- 5. Nicole Burnard: Aye

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

Respectfully Submitted,

Julie Williams  
Executive Assistant to the Superintendent

**Documents Reviewed During the August 5, 2024 School Committee Meeting**

1. Memo\_SC\_FY24 Q4 Budget Forecast\_240630
2. BoD Quarter Four 23-24
3. CPO - Golf Disk Gift Donation