

Sudbury School Committee
Meeting Minutes
June 17, 2024

Members Present:

Meredith Gerson, Vice Chair
Nicole Burnard
Karyn Jones
Mary Stephens

Members Absent:

Mandy Sim

Also Present:

Brad Crozier, Superintendent
Lauren Egizio, Humanities Curriculum Coordinator
Don Sawyer, Director of Business and Human Resources
Kim Swain, Assistant Superintendent

Regular Session Meeting

Chair Nicole Burnard opened the meeting at 7:00 p.m.

1. Opening Statement / Regular Session
 - a. Chair Nicole Burnard 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, Karyn Jones, Mary Stephens and Nicole Burnard all affirmed in the positive.

2. Public Comment
 - a. Linda Smith, Sudbury resident speaking on behalf of the League of Women Voters of Sudbury urged the Committee to reconsider their decision to hold alternate in-person meetings without a remote option or live coverage.

3. Special Matters
 - a. 2024-2025 8th Grade Washington DC Trip Proposal, Lauren Egizio, Humanities Curriculum Coordinator
 - i. Ms. Egizio shared her proposal to the Committee for approval. There are no proposed changes to the itinerary for the 2024-2025 school year.
 - ii. The Committee shared their support for the trip and the work Ms. Egizio has put forward in planning the trip.
 - iii. Vice Chair Meredith Gerson moves to authorize a trip for all 8th grade students to Washington, DC from May 13 - 16, 2025 as proposed. Karyn Jones seconded the motion.
 1. ROLL CALL VOTE:
 - a. Meredith Gerson: Aye
 - b. Karyn Jones: Aye

- c. Mary Stephens: Aye
- d. Nicole Burnard: Aye
 - i. **Vote: 4-0.** Motion carries.

4. Educational and Operational Matters

a. District Reports

i. Director of Business and Human Resources Report

1. The Business Office is wrapping up all payroll, federal, state and local grants as we are two weeks away from the close of the fiscal year. A final revised FY25 budget will be presented in August to provide the most up to date information to the Committee.

ii. Assistant Superintendent Report

1. Congratulations to Anderson Manuel for receiving a SERF Grant for supplemental SEL materials.
2. Professional Development is underway with a workshop sponsored by Tech Integration Specialists, Shannon Famigletti and Liz Kerrigan starting tomorrow and middle school staff will engage in learning about grading practices that support student engagement and achievement.
3. A METCO welcome party for current and new families was recently held.
4. As this is Ms. Swain's final School Committee report, she thanked the Committee for supporting her and the Teaching and Learning Department.
5. The Committee shared their thanks to Ms. Swain for all her contributions to the District and students.
6. Clarifying questions surrounded Artificial Intelligence and how that will benefit the District.

iii. Superintendent's Report

1. Updates from Superintendent Crozier included end of year celebrations, student art work has been hung at Central Office and the Curtis Outdoor Wellness Structure punch list items are complete. Landscaping is scheduled for the Fall.
2. He also took a moment to recognize Ms. Swain for all her accomplishments over the last 24 years.
3. Hiring staff for the FY25 school year is underway. Cynthia Marchand has been recently appointed the Interim Principal at Noyes School.
4. The SMILE program is ready for their July 8 opening.

5. Business and Policy Matters

a. Grant Award Approvals

- i. Vice Chair Meredith Gerson moved to accept the FY24 Grants School Nutrition Equipment Grant - \$20,000.00, Student Cell Phone Use - \$3,000.00, Sudbury Foundation Support Disability Awareness - \$15,289.00 and Sudbury Foundation Support Disability Awareness - \$6,711.00. Mary Stephens seconded the motion.

1. ROLL CALL VOTE:

- a. Meredith Gerson: Aye
- b. Karyn Jones: Aye

- c. Mary Stephens: Aye
- d. Nicole Burnard: Aye
 - i. **Vote: 4-0.** Motion carries.

b. Superintendent Goals and Evaluation Timeline 2024-2025

- i. Superintendent Crozier reviewed the evaluation timeline, suggested goals and action steps to be taken as well as evidence he can provide to support his work on each goal.
- ii. Questions from the Committee surrounded the process for how goals are created and how they are related to District priorities and curriculum accessibility.
- iii. Related to Superintendent Crozier's Artificial Intelligence Professional Practice Goal, clarifying questions surrounded the benefits of this goal, who reviews legal software terms and conditions, how this particular goal moves the District forward and how many staff will be trained in AI were asked by the Committee.
- iv. Related to his Student Achievement Goal, clarifying questions surrounded what new data will be shared, family notification protocols and staffing analysis to address the impact on student achievement were discussed.
- v. His DESE Indicators of Practice were then discussed and clarification was asked on how these indicators differentiate from those that have been used in the past.
- vi. Recommended changes were suggested and agreed upon.
- vii. Vice Chair Meredith Gerson moved to approve the Superintendent Goals and Evaluation Timeline as amended. Karyn Jones seconded the motion.

1. ROLL CALL VOTE:

- a. Meredith Gerson: Aye
- b. Karyn Jones: Aye
- c. Mary Stephens: Abstained from voting
- d. Nicole Burnard: Aye
 - i. **Vote: 3-1.** Motion carries.

c. School Committee Goals 2024-2025

- i. The School Committee engaged in discussion regarding their recommended goals for the FY25 school year. They will continue to discuss and vote on goals at the next meeting. Capital Plan and Communication are recommended goals.

d. At-A-Glance Newsletter

- i. Vice Chair Meredith Gerson moved to approve the Sudbury School Committee At-A-Glance Newsletter as amended. Mary Stephens seconded the motion.

1. ROLL CALL VOTE:

- a. Meredith Gerson: Aye
- b. Karyn Jones: Aye
- c. Mary Stephens: Aye
- d. Nicole Burnard: Aye
 - i. **Vote: 4-0.** Motion carries.

e. Liaison Reports

- i. Ravi Simon is the new LS School Committee Chair as well as the SPS liaison. Catherine Bitter is the Vice Chair. In addition, Ms. Stephens updated the Committee on what was discussed at a recent LS School Committee meeting.
 - ii. Andrea Kramer and Kate Mellon remain the SEPAC Co-Chairs for the upcoming school year. Events planned for next year were shared with the Committee.
 - iii. The Select Board has approved Town Manager Sheehan's contract.
 - iv. Michael Joachim and Michael Ferrari will Co-Chair the Finance Committee. The liaison to the School Committee hasn't been announced yet.
 - f. Monthly Accounts Payable and Payroll Warrants Submission
 - i. No further action required by the Committee.
- 6. Adjournment
 - a. Chair Nicole Burnard moved to adjourn the meeting at 9:06 p.m. Mary Stephens seconded the motion.
 - i. ROLL CALL VOTE:
 - 1. Meredith Gerson: Aye
 - 2. Karyn Jones: Aye
 - 3. Mary Stephens: Aye
 - 4. Nicole Burnard: Aye
 - a. **Vote: 4-0.** Motion carries.

Respectfully Submitted,
Julie Williams
Executive Assistant to the Superintendent

Documents Reviewed During the June 17, 2024 School Committee Meeting

1. DC SC presentation 6.17.24
2. SC proposal on letterhead 2025
3. FY24 Additional Grant Awards
4. FY25 Superintendent Evaluation Timeline
5. Draft Superintendent Goals 2024-2025
6. June 2024 At-A-Glance
7. SC Meeting Warrant Summary - 061724