

Sudbury School Committee
Meeting Minutes
May 13, 2024

Members Present:

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

Also Present:

Brad Crozier, Superintendent
Don Sawyer, Director of Business and Human Resources
Kim Swain, Assistant Superintendent
Drew Kelsey, SEA Representative

Regular Session Meeting

Vice Chair Meredith Gerson opened the meeting at 7:00 p.m.

1. Opening Statement / Regular Session
 - a. Vice Chair Meredith Gerson 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. Nicole Burnard, Mandy Sim, Mary Stephens, Karyn Jones and Meredith Gerson all affirmed in the positive.
2. Public Comment
 - a. None
3. Educational and Operational Matters
 - a. SEA Report (Drew Kelsey)
 - i. Mr. Kelsey provided an update on recent field trips and classroom observations. These included Pre-K students touring kindergarten classrooms, kindergarten students learning about the life cycles of eggs and the basics on how to care for them, and third graders learning about tadpoles and insects. Thanks to Holly Estes and Danny Garrigan-Byerly's collaboration in organizing these topics.
 - ii. Fourth grade students are working with eighth graders on their 4E and Boundless Adventures curriculum programs promoting teamwork activities. Fifth graders will be visiting the Christa McAuliffe Museum and the eighth graders embark on their DC trip tomorrow. Thanks to the DC Committee and the Chaperones for all their work putting this annual event together.
 - b. District Reports
 - i. Director of Business and Human Resources Report
 1. Annual bus registration is underway. Currently there are 1,543 students registered which is about 90% of the normal average.

2. The State House approved a budget that included more Chapter 70 funds for school districts than the governor had approved. The budget is now under review by the Senate. Sudbury Public Schools is receiving an additional \$185,666.00 in funding.
 3. Clarifying questions from the Committee surrounded how the additional money from the state is received.
 - ii. Assistant Superintendent Report
 1. Congratulations to Mike Neagle for being announced as a 2024 Peace Teacher fellow.
 2. Ms. Swain recognized Holy Estes and Danny Garrigan-Byerly and the Science Department at the Middle School for their participation in four days of phenomena based science instruction led by the Wade Institute.
 3. Congratulations to Sara Rivera for receiving a SERF grant for enrichment programming.
 4. Congratulations to Leslie Smart for receiving a grant from METCO Inc. to continue work around equity and grading at the middle school.
 5. Ms. Swain attended a recent SEA Retirement gathering for the following staff members: Carol Bradford, Debbie Campbell, Holly Estes, Nancy Iacobucci, Jeff Kotkin, Adeline Meagher, Karen Miller, Pam Radler, Brad Jones, and Rex Phung.
 6. Questions from the Committee included whether the grant received from METCO Inc. was specific to Grading for Equity.
 - iii. Superintendent's Report
 1. Superintendent Crozier wished Kim Swain all the best with her upcoming retirement.
 2. He made mention of the Chapter 70 funds referred to earlier in the meeting and noted the increase in funding from \$60 per student to \$104 per student.
 3. He provided an update on budgeting including a thank you to the Finance Committee for approving the FY25 Budget which amounted to a 3.22% increase in additional capital projects. The warrant article for the Haynes dehumidification project was approved and lastly, the main base layer has been installed at the Curtis Middle School Wellness Structure. Mr. Mela, Curtis Principal, is working on a safety slide show to share with the students before the structure is ready for use.
4. Business and Policy Matters
 - a. School Committee Reorganization and Liaison Assignments
 - i. Vice Chair Gerson explained the process for the reorganization while welcoming newly elected members, Karyn Jones and Mary Stephens to the Committee.
 - ii. Mandy Sim made a motion to elect Nicole Burnard as Chair and Meredith Gerson as Vice Chair. Nicole Burnard seconded the motion.
 - iii. After the Committee discussed the roles and responsibilities of the Chair and Vice Chair, both Ms. Burnard and Ms. Gerson accepted the motion presented by Ms. Sim.

1. ROLL CALL VOTE
 - a. Mandy Sim: Aye
 - b. Nicole Burnard: Aye
 - c. Mary Stephens: Aye
 - d. Karyn Jones: Aye
 - e. Meredith Gerson: Aye
 - i. **Vote: 5-0.** Motion carries.
2. The Committee then discussed the roles and responsibilities of the Boards and Committees they are responsible for.
3. Clarity was provided when asked about how a liaison role differs from a subcommittee role.
4. The Committee discussed the consideration of a Community Engagement Subcommittee and they removed the Curtis Outdoor Wellness Liaison Committee now that the structure is nearly complete.
5. Vice Chair Meredith Gerson moved to approve the 2024-2025 Liaison Subcommittee Assignments as amended. Nicole Burnard seconded the motion.
 - a. ROLL CALL VOTE
 - i. Mandy Sim: Aye
 - ii. Nicole Burnard: Aye
 - iii. Mary Stephens: Aye
 - iv. Karyn Jones: Aye
 - v. Meredith Gerson: Aye
 1. **Vote: 5-0.** Motion carries.
 - b. Superintendent Annual Report
 - i. Superintendent Crozier reported on the progress he has made on his goals to date.
 - ii. The goals and evidence were reviewed by the Committee individually and they shared their thanks and praise for keeping the interest of students at the forefront.
 - iii. It was suggested that each goal's progress be noted, whether it is complete or in progress.
 - c. Liaison Reports
 - i. None
 - d. Monthly Accounts Payable and Payroll Warrants Submission
 - i. No further action required by the Committee.
5. Adjournment
 - a. Vice Chair Meredith Gerson moved to adjourn the meeting at 8:20 p.m. Nicole Burnard seconded the motion.
 - i. ROLL CALL VOTE
 1. Mandy Sim: Aye
 2. Nicole Burnard: Aye
 3. Mary Stephens: Aye
 4. Karyn Jones: Aye

5. Meredith Gerson: Aye
 - a. **Vote: 5-0.** Motion carries.

Respectfully Submitted,
Julie Williams
Executive Assistant to the Superintendent

Documents Reviewed During the May 13, 2024 School Committee Meeting

1. **FY24_Sudbury School Committee Liaison and Subcommittee Assignments - 2023-2024**
2. **FY24 Superintendent Evaluation Timeline**
3. **Superintendent Summative Report FY24**
4. **SC Meeting Warrant Summary - 051324**