

Sudbury School Committee  
Meeting Minutes  
November 4, 2024

**Members Present:**

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

**Also Present:**

Anneke Bartelsman, SEA Representative and Grade 7 Teacher  
Brad Crozier, Superintendent  
Annette Doyle, Assistant Superintendent  
Lauren Egizio, Humanities Curriculum Coordinator  
Danny Garrigan-Byerly, Science Curriculum Specialist  
Don Sawyer, Director of Business and Human Resources  
Karen Wolfson, Math Curriculum Coordinator

**Executive Session**

Chair Nicole Burnard opened the meeting at 6:30 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.

**Executive Session Meeting**

1. Open Executive Session
  - a. Vice Chair Meredith Gerson moves to convene in executive session pursuant to Massachusetts General Laws chapter 30A section 21(a) for the following purpose. Purpose 3 to discuss strategy with respect to and in preparation for collective bargaining with the Sudbury Education Association and the Education Support Professionals Association because an open discussion may have a detrimental effect on the bargaining position of the Committee and to return to open session. Mandy Sim seconded the motion.
    - i. ROLL CALL VOTE:
      - a. Meredith Gerson: Aye
      - b. Mandy Sim: Aye
      - c. Nicole Burnard: Aye
      - i. **Vote:** 3-0. Motion passes.
  - b. 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 purpose. Purpose 3 to discuss strategy with respect to and in preparation for collective bargaining with the Sudbury Education Association and the Education Support

Professionals Association because an open discussion may have a detrimental effect on the bargaining position of the Committee and will return to open session.

### **Regular Session Meeting**

#### 2. Open Regular Session

- a. Chair Nicole Burnard opened the regular session meeting 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. Mandy Sim, Meredith Gerson, Karyn Jones and Nicole Burnard all affirmed in the positive.

Mary Stephens joined the meeting at 7:04 p.m.

#### 3. Special Matters

- a. MCAS Report (Annette Doyle, Lauren Egizio, Danny Garrigan-Byerly, Karen Wolfson)
  - i. The annual results from Spring MCAS testing was provided to the Committee by Mrs. Doyle, Ms. Egizio, Mr. Garrigan-Byerly and Mrs. Wolfson. The report shared student growth and achievement data in English, Mathematics and Science.
  - ii. The Committee asked for clarification and insight into several topics, including the district's view on the results, the effectiveness of the additional efforts in SMILE and tiered supports, the ELA curriculum timeline, differing data trends and analysis, the status of EL students, performance trends for students on IEPs, certified staff credentials, writing skills assessment tools, and MCAS accommodations.

#### 4. Public Comment

- a. Nancy Brumback, 36 Canterbury Drive, speaking on behalf of the co-presidents of the League of Women Voters urged the Committee to reconsider remote access and alternative options for meetings in order to support hybrid meetings.

#### 5. Educational and Operational Matters

- a. SEA Report (Anneke Bartelsman)
  - i. In celebration of ESPA day on November 20th, Ms. Bartelsman expressed her gratitude to the entire SPS support staff, including tutors and assistants, mental health professionals, school nurses, administrative staff, custodians, food service workers, and crossing guards. She highlighted the contributions of each role and their positive impact on both staff and students.
- b. District Reports
  - i. Director of Business and Human Resources Report
    1. Mr. Sawyer recently attended an MSBA board meeting where they unanimously voted to take the next step on both the Nixon and Haynes roofs.
  - ii. Assistant Superintendent Report
    1. Updates from Mrs. Doyle included Loring's Intervention Night is coming up where they share an overview of Title 1 and general intervention

programs. This event provides families with the chance to meet staff and learn more about the resources and programs available to them.

2. The Office of Language Acquisition Tiered Focused Monitoring Review is underway with onsite interviews scheduled in December.
3. She also took a moment to thank both teachers and families for their collaboration on Fall conferences.
4. Questions included whether there will be babysitting available during the Loring Intervention Night and will families get results of Dibels testing at conferences?

iii. Superintendent's Report

1. Superintendent Crozier acknowledged the Curtis Angels for their recent attendance at Sudbury Doing Good.
2. He also expressed gratitude to Lauren Egizio for her work on the DC Frozen Fundraiser, which will result in 160 full sized pies being donated to the Food Pantry.
3. The annual School Committee Meeting in Boston is scheduled for March 17, 2025, at the Kroc Center, located at 650 Dudley Street, Boston.
4. Superintendent Crozier recently met with the Town Manager, Finance Director, LS Finance Department, Andrew Stephens and Don Sawyer to discuss FY26 budget pressures including operating and capital pressures as well as certified free cash, benefits, etc. The annual guidance letter is expected to arrive in mid-November.
5. Superintendent Crozier will be presenting at the MASS / MASC conference on data driven strategies to support all learners.

6. Business and Policy Matters

a. FY26 Budget Discussions

i. NESDEC Enrollment Projections

1. Mr. Crozier shared that enrollment projections look at both historical and projected numbers. This year's report is projecting a student increase of 26 with significant growth expected over the next couple of years.
2. Questions from the Committee surrounded the drop in non-public student numbers and sought clarification on that trend and asked if school by school projections will be provided.

ii. FY26 Budget Communication

1. Vice Chair Meredith Gerson moves to approve the School Committee Budget Communication as amended. Mandy Sim seconded the motion.
2. The Committee discussed ways to improve the communication including sharing details about important presentations and providing reminders for public meetings to encourage participation. In addition, it was suggested to either revise the format of the letter or include a cover sheet to the timeline. They also clarified the proposed language to ensure clarity.

a. ROLL CALL VOTE:

- i. Meredith Gerson
- ii. Mandy Sim

- iii. Karyn Jones
- iv. Mary Stephens
- v. Nicole Burnard

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

iii. School Committee FY26 Budget Priorities

- 1. Budget priorities suggested by the Committee include ELA Curriculum updates and resources; equity initiatives; writing curriculum; more PD; full time kindergarten teaching assistants; mental health supports; UDL; world language review and AI utilization.
- 2. The Committee asked for clarification on several points, including Tier 1 and 2 initiatives, the purpose of the data dashboard, the middle school math program being used, whether fall benchmarking data will be provided and how these priorities align with district goals.

b. Communication to Select Board regarding MSBA Requirements

- i. Vice Chair Meredith Gerson moves to approve the letter regarding MSBA roof projects to the Select Board as amended. Mandy Sim seconded the motion.
- ii. No recommended edits were suggested.

1. ROLL CALL VOTE

- a. Meredith Gerson: Aye
- b. Mandy Sim: Aye
- c. Karyn Jones: Aye
- d. Mary Stephens: Aye
- e. Nicole Burnard: Aye

i. **Vote:** 5-0. Motion passes.

c. Pre-K Tuition Increase Recommendation

- i. Vice Chair Meredith Gerson moves to approve the Pre-K tuition rate for the 2025-2026 school year as presented. Mandy Sim seconded the motion.
- ii. Superintendent Crozier confirmed that rates have not been increased in seven years and indicated a small increase is being considered to help sustain the budget.
- iii. Questions related to classroom changes, staffing, enrollment numbers and classroom breakdown and program costs were asked.

1. ROLL CALL VOTE

- a. Meredith Gerson: Aye
- b. Mandy Sim: Aye
- c. Karyn Jones: Aye
- d. Mary Stephens: Aye
- e. Nicole Burnard: Aye

i. **Vote:** 5-0. Motion passes.

d. School Improvement Plans

- i. Vice Chair Meredith Gerson moves to approve the School Improvement Plans as presented. Mandy Sim seconded the motion.

- ii. The Committee asked for clarification on several topics, including the timeline to approve these plans, the difference between School Improvement Plans and AIM reports, behavioral rubrics, advanced learners, child supervision in after school programs and equity in club groups at each school.

- 1. ROLL CALL VOTE:

- a. Mandy Sim: Aye
- b. Meredith Gerson: Aye
- c. Karyn Jones: Aye
- d. Mary Stephens: Aye
- e. Nicole Burnard: Aye
  - i. **Vote:** 5-0. Motion passes.

- e. Liaison Reports

- i. Betsy Grams will join the SEPAC meeting on Thursday at 7:30 p.m. to talk about the Disability Awareness Curriculum.
- ii. LS is reviewing next year's calendar and recently held listening sessions about AP classes and navigating course selection. They are also beginning discussions on roofing projects.
- iii. A School Wellness Advisory meeting is coming up on November 13th.

- 7. Adjournment

- a. Chair Nicole Burnard moves to adjourn the meeting at 10:50 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 passes.

Respectfully Submitted,  
Julie Williams  
Executive Assistant to the Superintendent

**Documents Reviewed During the November 4, 2024 School Committee Meeting**

1. MCAS 2024 for School Committee
2. 24SudburyMA
3. SSC Budget Letter Oct 2024
4. Letter to Sudbury Select Board seeking Design Funds
5. Curtis School Improvement Plan 2024-25
6. Haynes SIP FY25
7. School Improvement Plan Loring 2024-2025
8. Nixon SIP 24-25
9. Noyes SIP 24-25

**Additional Documents Reviewed**

## 1. Budget Communication.docx