

Sudbury School Committee
Meeting Minutes
December 2, 2024

Members Present:

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

Also Present:

Brad Crozier, Superintendent
Annette Doyle, Assistant Superintendent
Stephanie Juriansz, Director of Student Services
Andrea Kraemer, SEPAC Co-Chair
Jeff Lappin, Assistant Director of Student Services
Kate Mellon, SEPAC Co-Chair
Annya Pedreschi, Special Education Administrator
Don Sawyer, Director of Business and Human Resources
David Williams, SEA Representative and Grade 3 Teacher

Regular Session Meeting

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

1. Opening Statement / Regular Session

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, Mary Stephens, Mandy Sim and Nicole Burnard all affirmed in the positive.

Karyn Jones joined the meeting at 7:02 p.m.

2. Special Session

a. Student Services Presentation

- i. The annual student services presentation was provided by Stephanie Juriansz which summarized student needs, curriculum and specialized program updates, new mandates and professional learning priorities, department pressures and the extended school year program.
- ii. Ms. Kraemer and Ms. Mellon provided an update on the SEPAC 2023-2024 survey. They shared their mission, the purpose of the survey and the process for how it was developed. The focus areas of the survey were shared along with opportunities for growth and recommended focus areas.
- iii. The Committee's questions focused on clarification related to budget drivers, upcoming priorities, caseload sizes, trends in student testing outside the district, professional development for new curriculum and adaptations based on student

needs, LAB program expansion, resource communication methods, support for advanced students and details about the SEPAC survey distribution.

3. Public Comment

- a. Sam Robinson, Sudbury resident, advocated to support a gender identity policy.
- b. Jacqueline Barry, 87 Water Row, Sudbury, advocated for a phone free school policy.

4. Educational and Operational Matters

a. SEA Report (David Williams)

- i. Mr. Williams provided an update on Tier 2 services, outlining the process for collecting data to guide instruction for Tier 2 supports. He noted that round 2 of literacy assessments, including DIBELS, Track My Progress, and classroom observations, is underway. Once these assessments are completed, teams will convene to create targeted plans addressing student needs. Additionally, recent reviews have been conducted for assessments in math and social-emotional learning (SEL).
- ii. Questions from the Committee related to the number of students eligible for Tier 2 services.

b. District Reports

i. Director of Business and Human Resources Report

1. Mr. Sawyer had nothing new to report to the Committee.

ii. Assistant Superintendent Report

1. The Office of Language Acquisition will conduct an onsite review as part of our Tiered Focused Monitoring for the English Language Learner Program. This includes virtual meetings with ESL teachers, general educators and district leaders. Findings from the review will be provided approximately 60 business days after the visit.
2. Mrs. Doyle and Leslie Smart will be attending the METCO Directors Conference. Keynote sessions will focus on improving educational outcomes for METCO students.
3. Meetings between 8th grade teachers at Curtis and 9th grade teachers from LSRHS will be held on December 11th. The goal of this meeting is to collaborate around best practices for preparing our 8th graders for success in their transition to high school.

iii. Superintendent's Report

1. SPS, LPS and LSRHS are all participating in a federal grant to bring an EPA bus program to these 3 districts. This grant covers electric buses and the infrastructure to run them.
2. Questions from the Committee surrounded how the district envisions staffing under a shared contract, timeline for the decisions and whether there is an update on ARPA fund roof design.

5. Business and Policy Matters

a. FY26 Budget Planning

- i. Town Manager's Budget Guidance
 - 1. Superintendent Crozier reviewed the town manager's budget guidance letter, highlighting that this year's guidance is lower than last year's. He outlined their method for determining the guidance number, which takes into account increases in employee benefits and Chapter 70 projections. With rising costs in salaries, bus transportation, and out-of-district tuition, the district's budget exceeds the town's projected increase.
 - 2. The Committee discussed the budget process, including concerns about meeting contractual obligations, clarification regarding override guidance and unspent employee benefit funds.
- ii. Review FY26 Budget Drivers
 - 1. Budget drivers discussed include UDL retrofits and ELA curriculum.
 - 2. Questions from the Committee included clarification on town warrants, staff projections and where ELA professional development funds are being drawn from.
- iii. Review Budget Timeline and Communication
 - 1. A draft line item budget will be presented at the next meeting.
 - 2. The Committee raised questions about the possibility of the town increasing its budget guidance. They also engaged in further discussions on prioritizing initiatives and explored options, including increasing fees, to help offset costs or avoid the need for an override.

b. Policy Subcommittee Charge

- i. Chair Burnard reviewed the Policy Subcommittee charge.
- ii. Mandy Sim moves to approve the charge of the Policy Subcommittee as amended. Mary Stephens seconded the motion.
- iii. A recommendation that research on new policies be presented to the full School Committee.
 - 1. ROLL CALL VOTE:
 - a. Meredith Gerson: Aye
 - b. Mary Stephens: Aye
 - c. Mandy Sim: Aye
 - d. Karyn Jones: Aye
 - e. Nicole Burnard: Aye
 - i. **Vote: 5-0.** Motion passes.

Meredith Gerson left the meeting at 10:16 p.m.

c. Liaison Reports

- i. A Committee member suggested watching the Town Manager's budget presentation for those who haven't had the opportunity to do so.
- ii. Mandy Sim recently attended a Wellness Subcommittee meeting.
- iii. The Communications Subcommittee meeting is being scheduled soon.

6. Adjournment

- a. Chair Nicole Burnard moves to adjourn the meeting at 10:17 p.m. Karyn Jones seconded the motion.

- i. ROLL CALL VOTE:
 - 1. Mandy Sim: Aye
 - 2. Karyn Jones: Aye
 - 3. Mary Stephens: Aye
 - 4. Nicole Burnard: Aye
 - a. **Vote: 4-0.** Motion passes.

Respectfully Submitted,
Julie Williams
Executive Assistant to the Superintendent

Documents Reviewed During the December 2, 2024 School Committee Meeting

- 1. DRAFT FY25 Fall SS Update SC 12_2
- 2. SPS FY26 Budget Guidance 11-14-24
- 3. FY26 Budget Drivers
- 4. SSC Budget Letter Oct 2024
- 5. Policy BDE
- 6. Policy BDD
- 7. SPS Policy SubCom Functions