

Sudbury School Committee  
Meeting Minutes  
January 27, 2025

**Members Present:**

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

**Also Present:**

Brad Crozier, Superintendent  
Annette Doyle, Assistant Superintendent  
Melissa Morabito, SEA President and Grade 3 Teacher  
Don Sawyer, Director of Business and Human Resources

**Executive Session**

Chair Nicole Burnard opened the meeting at 6:00 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.

**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 purpose 7 to review and approve minutes from the Sudbury School Committee executive session meetings of September 24, 2024, November 4, 2024 and December 16, 2024 and will return to open session. Mandy Sim seconded the motion.
    - i. ROLL CALL VOTE:
      1. Mandy Sim: Aye
      2. Meredith Gerson: Aye
      3. Karyn Jones: Aye
      4. Nicole Burnard: Aye
    - a. **Vote:** 4-0. Motion carries.
  - b. Chair Burnard confirmed that the motion has passed and the Sudbury School 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 purpose 7 to review and approve minutes from the Sudbury School Committee executive session meetings of

September 24, 2024, November 4, 2024 and December 16, 2024 and will return to open session.

## **2. Opening Statement / Regular Session**

Chair Nicole Burnard opened the regular session meeting at 7:07 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, Karyn Jones and Nicole Burnard all affirmed in the positive.

## **3. Public Comment**

- a. Erin Muscatello, 19 Silver Hill Road, speaking on behalf of Sudbury for Digital Balance shared her support of a bell to bell no cell phone policy.
- b. Eric Wolf, Dakin Road, made a statement emphasizing that discussions about LGBTQ+ issues in schools should focus on people rather than policies or resources.

## **4. Educational and Operational Matters**

- a. SEA Report (Melissa Morabito)
  - i. Ms. Morabito shared how Keys to Literacy is being implemented in the classroom, a review of the MLK holiday, upcoming celebrations for the 100th day of school and World Read Aloud Day at Haynes featuring virtual visiting authors.
- b. District Reports
  - i. Director of Business and Human Resources Report
    1. The FinCom Budget Hearing for FY26 is scheduled for Monday, February 3rd at 7:00 p.m. Superintendent Crozier and Mr. Sawyer will be attending.
    2. Mr. Sawyer is working on FinCom's annual multi-year reconciliation sheet that will be shared with the Committee prior to submitting to the Finance Committee.
    3. A guest chef visited Curtis recently. It was a successful event with a 20% increase in the daily meal count. He is set to return later this year, with additional visits planned for other schools as well.
  - ii. Assistant Superintendent Report
    1. An update was provided on the upcoming Professional Development day and what will be covered in each department. This includes Student Services working on the new IEP and the mental health team working with Dr. Alex Hirshberg on school avoidance.
    2. The planning for the SMILE and EXPLORE summer programs is underway. The dates for this year's program is July 7th - August 1st. Family letters are going out early next week to those students being recommended for the program.
  - iii. Superintendent's Report
    1. Elementary report cards will be posted in the ASPEN portal tomorrow.

2. Our annual Kickoff to Kindergarten virtual meeting is scheduled for tomorrow. A session for students with IEP's starts at 6:00 p.m. followed by a general session for all families starting at 7:00 p.m.
3. A transition meeting for fifth to sixth grade students is scheduled for February 27th. A session for students with IEPs will take place from 6:00 p.m. to 6:45 p.m., followed by a general session for all families at 7:00 p.m.
4. The District has received questions regarding LGBTQ+ students and concerns about immigration enforcement. The Superintendent confirmed that protections for LGBTQ+ students are upheld by DESE regulations and reiterated that schools do not participate in immigration enforcement. Additionally, plans are in place should immigration officials visit schools. He also noted that resources for families are available on the Massachusetts Attorney General's website.
5. The Committee inquired whether an email will be sent to families.

5. Business and Policy Matters

a. Cell Phone Use Policy

- i. Member Jones presented a draft of the policy previously reviewed in a Policy Sub Committee Meeting.
- ii. The Committee engaged in discussion asking questions related to how the topic reached the Subcommittee; current school practices and challenges faced, consequences not included in the policy, exemptions and documentation, how the policy relates to staff and overnight field trips.
- iii. Recommended edits were suggested and approved.
- iv. Policies related to parents and staff use will be considered at a future meeting.
  1. Karyn Jones moves to approve policy JJC Student Use of Technology being recommended by the Policy Subcommittee as amended. Mandy Sim seconded the motion.
    - a. ROLL CALL VOTE:
      - i. Mandy Sim: Aye
      - ii. Meredith Gerson: Aye
      - iii. Karyn Jones: Aye
      - iv. Nicole Burnard: Aye
    1. **Vote:** 4-0. Motion carries.

b. Town Meeting Warrant articles for Haynes and Nixon Roof Replacement

- i. Superintendent Crozier shared that the language in the warrants being presented is what MSBA is requiring us to use.
- ii. Questions from the Committee surrounded reimbursement and percentage amounts.
- iii. The Committee made a recommendation to include an adjustment to the report amounts to include a 6% escalation rather than a 3% escalation.
- iv. Vice Chair Meredith Gerson moves to approve the town meeting warrant articles for the Haynes roof replacement and the Nixon roof replacement as amended. Mandy Sim seconded the motion.
  1. ROLL CALL VOTE:

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

c. Budget Book

- i. A draft of the FY26 Budget Book was presented to the Committee.
- ii. Minor edits and recommendations were agreed upon.
- iii. Questions related to Tier 2 and strategic initiatives, the inclusion statement, and enrollment projections were asked.
  - 1. Vice Chair Meredith Gerson moves to approve the Budget Book of FY26 as amended. Mandy Sim seconded the motion.
    - a. ROLL CALL VOTE
      - i. Meredith Gerson: Aye
      - ii. Karyn Jones: Aye
      - iii. Mandy Sim: Aye
      - iv. Nicole Burnard: Aye
        - 1. **Vote:** 4-0. Motion carries.

d. FY25 Q2 YTD Budget Update

- i. Mr. Sawyer provided the Committee with a year-to-date budget update for the second quarter through December 2024, along with a forecasted budget for the remainder of the year. Transfer recommendations were also included.
- ii. The Committee's questions focused on circuit breaker for out-of-district overages, underfunding, professional development, and team chair funding.
  - 1. Vice Chair Meredith Gerson moves to approve the FY25 Q2 budget update as presented. Mandy Sim seconded the motion.
    - a. ROLL CALL VOTE:
      - i. Mandy Sim: Aye
      - ii. Karyn Jones: Aye
      - iii. Meredith Gerson: Aye
      - iv. Nicole Burnard: Aye
        - 1. **Vote:** 4-0. Motion carries.

e. Sudbury School Committee Vacancy Update

- i. Chair Nicole Burnard provided the Committee with an update on next steps including meeting with the Select Board to jointly appoint a member along with a timeline for the process.
- ii. The Committee engaged in conversation about how best to proceed.
- iii. The vacancy will be posted in early March with a meeting to follow later that month with the Select Board.

f. Superintendent Mid-Year Report

- i. Superintendent Crozier presented the Committee with his mid-year goal report.
- ii. Clarifying questions related to the K-8 Professional Development in writing was asked.

1. Vice Chair Meredith Gerson moves to accept the Superintendent's Mid-Year report. Mandy Sim seconded the motion.

a. ROLL CALL VOTE:

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

1. **Vote:** 4-0. Motion carries.

g. SPS Town Report (2024)

i. Once approved by the School Committee, this annual report which summarizes accomplishments made during the year gets submitted to the Town.

ii. Minor edits were recommended and accepted.

1. Vice Chair Meredith Gerson moves to approve the SPS Town Report as amended. Mandy Sim seconded the motion.

a. ROLL CALL VOTE:

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

1. **Vote:** 4-0. Motion carries.

h. Future Agenda Items

i. Karyn Jones made a motion for the School Committee to discuss creating an LGBTQ+ PAC like some other districts have recently been doing. Mandy Sim seconded the motion.

1. ROLL CALL VOTE

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

i. **Vote:** 4-0. Motion carries.

ii. Karyn Jones motioned to discuss possible appointment to the Permanent Building Committee. Meredith Gerson seconded the motion.

1. ROLL CALL VOTE:

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

i. **Vote:** 4-0. Motion carries.

i. Minutes (12/9/24, 12/16/24 and 12/19/24)

i. Vice Chair Meredith Gerson moves to approve the Sudbury School Committee open session meeting minutes from the December 9, 2024, December 16, 2024 and December 19, 2024 meetings as amended. Mandy Sim seconded the motion.

1. ROLL CALL VOTE:

- a. Meredith Gerson: Aye

- b. Karyn Jones: Aye
- c. Mandy Sim: Aye
- d. Nicole Burnard: Aye
  - i. **Vote:** 4-0. Motion carries.

6. Adjournment

- a. Chair Nicole Burnard moves to adjourn the meeting at 9:39 p.m. Mandy Sim seconded the motion.

- i. ROLL CALL VOTE:

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

- a. **Vote:** 4-0. Motion carries.

Respectfully Submitted,

Julie Williams

Executive Assistant to the Superintendent

**Documents Reviewed During the January 27, 2025 School Committee Meeting**

1. JIJC Student Use of Technology\_Voted to be brought to Full Committee
2. FY26 SPS Haynes Roof Replacement MSBA Warrant Article
3. FY26 SPS Nixon Roof Replacement MSBA Warrant Article
4. FY26 Budget Book\_DRAFT
5. Memo\_SC\_FY25 Q2 Budget Forecast\_250127
6. Crozier\_FY25\_Mid-Year Report
7. SPS Town Report 2024
8. 120924\_Sudbury School Committee Minutes\_DRAFT
9. 121624\_Sudbury School Committee Minutes\_DRAFT
10. 121924\_Sudbury School Committee Minutes\_DRAFT

**Additional Documents Reviewed**

1. FY26 SPS CIP List and Costs
2. LanTelSCFollowUp\_100824
3. SE24-L46 Grid Track Matting
4. Sudbury-Noyes
5. Sudbury-schools
6. Shephard Engineering School System Fire Alarm Proposal - VAV
7. Russo Barr Budgetary Estimates for Nixon and Haynes Roof Design and Replacement Costs October 3.2024
8. VAV Email proposal for HVAC Engineering study all schools