

Sudbury School Committee  
Meeting Minutes  
August 4, 2025

**Members Present:**

Karyn Jones, Chair  
Mandy Sim  
Betsy Sues

**Also Present:**

Brad Crozier, Superintendent  
Annette Doyle, Assistant Superintendent  
Sandra Duran, Combined Facilities Director  
Don Sawyer, Director of Business and Human Resources

**Absent:**

Nicole Burnard  
Jessica McCready Vice Chair

**1. Open Regular Session**

Chair Karyn Jones opened the regular session meeting at 7:00 p.m. and performed a roll call vote to affirm members were present.

ROLL CALL VOTE:

Betsy Sues: Aye  
Mandy Sim: Aye  
Karyn Jones: Aye

**2. Public Comment**  
a. None

**3. Educational and Operational Matters**

a. District Reports

i. Director of Business and Human Resources Report

1. The FY25 budget is closing out while preparing for the FY26 school year.
2. Bus passes will be mailed our the week of August 11th and bus routes will be published at that time as well.

ii. Assistant Superintendent Report

1. The SMILE and Explore summer programs ended this past Friday. Thanks to Rebecca Amaral, Sarah Rivera and Annya Pedreschi for all their coordination and hard work.
2. New Teacher Orientation is scheduled for August 20 and 21st. Seventeen new teachers are scheduled to attend.
3. The Committee shared their appreciation of the SMILE program and all of its success.

iii. Superintendent's Report

1. Superintendent Crozier has been touring the buildings to ensure they are prepared for the new school year. Small projects remain but will be completed by the first day of school.
2. DESE federal grants were released and are expected to come in similar to what we have received in the past.

4. Consent Calendar

- a. Appointment of School Committee Representative to Educational Collaboratives (CASE and ACCEPT)
- b. Medication Delegation Application
- c. 2025-2026 School Committee Goals
- d. Amend 2025-2026 Policy Subcommittee Charge to Include Review of the School Committee Handbook
- e. Surplus of Audio-Visual Equipment
  - i. Questions related to an update on the School Committee Goals were asked.
  - ii. Chair Karyn Jones motioned to approve the Consent Calendar as presented. Betsy Sues seconded the motion.
    1. ROLL CALL VOTE
      - a. Mandy Sim: Aye
      - b. Betsy Sues: Aye
      - c. Karyn Jones: Aye
    - i. **Vote: 3-0.** Motion carries.

5. Business and Policy Matters

- a. BGB Step 3, Action - Adoption, Rejection or More Discussion Needed of Policy
  - i. JBD Gender Identity and Inclusivity
    1. Counsel reviewed the policy and cited concerns about the potential federal law conflict.
    2. Betsy Sues motioned to adopt policy JBD Gender Identity and Inclusivity policy as presented and approved by the full Committee on July 21st to be fully implemented by a date to be determined in collaboration with the Superintendent. Chair Karyn Jones seconded the motion.
    3. Concerns were shared related to the parent guardian consent clause and the importance of student led decisions due to redundancy in the policy. After discussion, the Committee decided to amend the motion on the floor to:
      - a. Betsy Sues motioned to adopt policy JBD Gender Identity and Inclusivity Policy as draft legal as amended to include the dress code provision and the parent guardian consent clause provision to be effective the first of the school year. Mandy Sim seconded the motion.
        - i. ROLL CALL VOTE
          1. Mandy Sim: Aye
          2. Betsy Sues: Aye
          3. Karyn Jones: Aye

- a. **Vote: 3-0.** Motion carries.
- ii. BDFB Special Education Parent Advisory Council
  1. No feedback was provided by counsel.
  2. Mandy Sim motioned to approve Policy BDFB Special Education Parent Advisory Council Policy as presented. Betsy Sues seconded the motion.
    - a. ROLL CALL VOTE:
      - i. Betsy Sues: Aye
      - ii. Mandy Sim: Aye
      - iii. Karyn Jones: Aye
      1. **Vote: 3-0.** Motion carries.
- iii. BDFB-R Special Education Parent Advisory Council
  1. The Committee reviewed the recommended changes by counsel.
    - a. Chair Karyn Jones motioned to adopt Policy BDFB-R Special Education Parent Advisory Counsel with legal feedback for number 1 to add SEPAC and his or her their designee in replace of the chairpersons to as such the district without the Director of Student Services and for bullet 5 to strike everything but have the sentence, the School Committee may offer the SEPAC and or his her / their designee the opportunity to ask questions and provide feedback before or during the meeting. Betsy Sues seconded the motion.
    - b. Clarification on striking bullet 5 was asked.
      - i. ROLL CALL VOTE:
        1. Betsy Sues: Aye
        2. Mandy Sim: No
        3. Karyn Jones: Aye
        - a. **Vote: 2-1.** Motion carries.
    - c. Betsy Sues motioned to task the Policy Subcommittee to create a process to support the newly adopted Policy BDFB-R and include language that was struck from item 5. Chair Karyn Jones seconded the motion.
      - i. ROLL CALL VOTE:
        1. Mandy Sim: Aye
        2. Betsy Sues: Aye
        3. Karyn Jones: Aye
        - a. **Vote: 3-0.** Motion carries.
- b. BGB Step 2, Policy Discussion Items
  - i. AC - Non-Discrimination Policy Including Harassment and Retaliation
  - ii. AC-R - Civil Rights Grievance Procedure
  - iii. ACAB - Sexual Harassment - Title IX Policy
  - iv. ACAB-R - Grievance Procedure for Complaints of Sexual Harassment under Title IX of the Education Amendments of 1972

1. No administrative feedback was provided. Legal counsel provided recommended updates. These policies will be voted on at the next meeting.
- c. Updates from Sandra Duran, Combined Facility Director
    - i. FY26 and FY26 Capital Update
      1. The Committee received an update on summer projects, including carpet replacement, VCT tiles, ceiling tile replacement, bathroom partition replacements, painting, and exterior camera work. Additional updates were also provided on ongoing projects including the Haynes Dehumidification HVAC, Curtis and Haynes HVAC, and the HVAC Capital Improvement Engineering Study.
      2. Questions from the Committee surrounded the Haynes dehumidification project, the timeframe in the engineering and fire alarm project and the Haynes roof estimate.
  - d. FY25 Q4 Report (End of Year)
    - i. The year to date Q4 final budget close out was shared which includes budget transfers, allocations and line by line details.
    - ii. Questions related to trash service and vision consultant services were asked by the Committee.
    - iii. Chair Karyn Jones motions to approve the Fiscal Year '25 final year to date budget forecast and cost center transfers. Mandy Sim seconded the motion.
      1. ROLL CALL VOTE:
        - a. Mandy Sim: Aye
        - b. Betsy Sues: Aye
        - c. Karyn Jones: Aye
      - i. **Vote: 3-0.** Motion carries.
  - e. FY27 Budget Process: Review of Current Practices and Whether to Develop FY27 Budget Guidelines to Help Inform the Superintendent's Budget Development: Next Steps
    - i. Superintendent Crozier reviewed the budget timeline and procedures from previous years, noting that ongoing contract negotiations present a special consideration for this year.
    - ii. Discussion surrounded whether the Committee wished to adopt a different process to allow additional time for budget development.
    - iii. Next steps include a survey for Committee members to gather input on priorities. Recommended edits were made to the proposed survey.
  - f. Review of Policy BEDH and Current Committee Practices; Discussion of Alignment with Policy, and Interim Approach to Hybrid Public Comment Pending Policy Review
    - i. The Committee reviewed options for improving the current process for receiving public comment. Discussion focused on prioritizing comments related to agenda topics and the possibility of submitting comments in advance of meetings. Concerns were also raised about community members forgetting to sign up.
    - ii. Mandy Sim motioned to adjust our current practice for public comment at hybrid meetings as discussed. Betsy Sues seconded the motion.

1. ROLL CALL VOTE:

- a. Mandy Sim: Aye
- b. Betsy Sues: Aye
- c. Karyn Jones: Aye
- i. **Vote: 3-0.** Motion carries.

g. Extend Deadline of Tri-District Calendar Review Subcommittee by Updating Subcommittee Charge

- i. This is an ask by the Tri-District Subcommittee to allow for additional time to perform all the work needed while allowing for community input.
- ii. Betsy Sues motions to approve the Sudbury Public School Committee Tri-District Calendar Review Subcommittee Charge as amended. Mandy Sim seconded the motion.

1. ROLL CALL VOTE:

- a. Mandy Sim: Aye
- b. Betsy Sues: Aye
- c. Karyn Jones: Aye
- i. **Vote: 3-0.** Motion carries.

h. Initial Discussion on Posting Committee & Subcommittee Agenda Packets on the District Website and Determination on Whether to Post Tri-District Calendar Review Subcommittee Materials & When

- i. Related to the Tri-District Calendar Review Subcommittee, both LPS and LSRHS post their agenda packets prior to Subcommittee meetings. With no policy in place, the Committee discussed what they would like to do moving forward.
- ii. Questions surrounded current posting practices and the time it takes to post packets.
- iii. Chair Karyn Jones motions to allow the Tri-District Calendar Subcommittee to post their agenda packet materials on the SPS District website. Mandy Sim seconded the motion.

1. ROLL CALL VOTE:

- a. Betsy Sues: Aye
- b. Mandy Sim: Aye
- c. Karyn Jones: Aye
- i. **Vote: 3-0.** Motion carries.

i. Liaison Reports

- i. The Finance Committee voted on July 14th to appoint Ryan Lynch and Andrew Sousa as the SPS Liaisons. An update on the SPS items discussed was provided. Their next meeting is scheduled for September 15th.
- ii. At the LSRHS School Committee Meeting on June 24th, a presentation on AP Course Survey and strategic goals was discussed. They participated in a workshop on July 23rd where protocols and goal development was discussed.
- iii. The Select Board created a Subcommittee to create a handbook for all Committees to use.
- iv. A Policy Subcommittee Meeting is scheduled for September 5th and Negotiations Subcommittee meetings are coming up.

- j. Adjournment
  - i. Chair Karyn Jones motioned to adjourn the meeting at 9:48 p.m. Betsy Sues seconded the motion.
    - 1. ROLL CALL VOTE:
      - a. Mandy Sim: Aye
      - b. Betsy Sues: Aye
      - c. Karyn Jones: Aye
      - i. **Vote: 3-0.** Motion carries.

Respectfully Submitted,  
Julie Williams  
Executive Assistant to the Superintendent

**Documents Reviewed During the August 4, 2025 School Committee Meeting**

1. CASE and ACCEPT Appointment
2. EpinephrineApplication20221
3. MCSR Signature Page
4. 2025-2026 School Committee Goals
5. RED LINED 2025-2026 Policy Subcommittee Charge
6. Surplus Audio-Visual Equipment
7. 2-Memorandum
8. 3-BGB - Policy Adoption
9. 4-DRAFT JBD Gender Identity and Inclusivity Policy as amended on 7\_21\_2025
10. 5-JBD Legal Review
11. 6-DRAFT BDFB Special Education Parent Advisory Council (SEPAC)
12. 7-DRAFT BDFB-R Special Education Parent Advisory Council (SEPAC)
13. 8-BDFB-R Legal Review
14. 9-SEPAC Letter of Support\_BDFB and BDFB-R
15. 2-BGB Policy Adoption
16. 3-AC Council
17. 4-AC Red Lined
18. 5-AC-R Council
19. 6-AC-R Red Lined
20. 7-ACAB Council
21. 8-ACAB Red Lined
22. 9-NEW\_ACAB-R Council
23. 080425 Capital Update
24. Memo\_SC\_FY25 Q4 Budget Forecast\_250731
25. 2-Policies DA, DB, DBD
26. 3-SCHandbookBudgetProcess
27. 3-Weston Public Schools-FY26 Budget Guidelines
28. 5-Lexington Public Schools - FY26 Budget Guidelines
29. 6-Shrewsbury FY26 Budget Priorities & Guidance
30. 7-Brookline FY26 Budget Guidelines
31. 8-DRAFT TO START DISCUSSION - Survey for Collective Feedback

- 32. Budget Communication\_2023
- 33. Budget Communication\_2024
- 34. 2-BEDH - PUBLIC COMMENT AT SCHOOL COMMITTEE MEETINGS
- 35. 3-MASC BEDH Sample Policy
- 36. 4-MASC BEDH-E Guidelines for Public Comment
- 37. Red Line Version - Tri-District Calendar Review Subcommittee Charge