

Sudbury School Committee  
Meeting Minutes  
August 18, 2025

**Members Present:**

Karyn Jones, Chair  
Jessica McCready, Vice Chair  
Nicole Burnard  
Mandy Sim  
Betsy Sues

**Also Present:**

Brad Crozier, Superintendent  
Annette Doyle, Assistant Superintendent  
Don Sawyer, Director of Business and Human Resources

**1. Open Executive Session**

Vice Chair Jessica McCready opened the meeting at 7:03 p.m. Nicole Burnard, Mandy Sim and Jessica McCready affirmed in the positive.

Mandy Sim made a motion to convene in executive session and to return to open session pursuant to Massachusetts General Laws chapter 30A section 21(a) for the following purposes. Purpose 4 to discuss the deployment of security personnel or devices, or strategies with respect thereto.

Nicole Burnard seconded the motion.

ROLL CALL VOTE:

Mandy Sim: Aye

Nicole Burnard: Aye

Jessica McCready: Aye

**Vote: 3-0.** Motion carries.

Vice Chair Jessica McCready confirmed the motion passed and that the Committee will convene in executive session and will return to open session at 7:30 p.m. pursuant to Massachusetts General Laws chapter 30A section 21(a) for the following purposes. Purpose 4 to discuss the deployment of security personnel or devices, or strategies with respect thereto.

**2. Open Regular Session**

Chair Karyn Jones opened the regular session meeting at 7:35 p.m.

**3. Public Comment**

- a. Vidya Parwani, Sudbury resident shared her concerns about inequities South Asian students experience in SPS and her hope that all cultures are embraced.

**4. Special Matters**

- a. New Administrator Introductions (Amy Mulkerin, Beth Ludwig, Sarah Daggett, Michelle Savage, Laura Brande)

- i. Superintendent Crozier introduced the new administrators and all had an opportunity to introduce themselves and share their backgrounds.
  - b. School Safety Update, Chief of Police, Scott Nix
    - i. Chief Scott Nix gave his annual school safety update sharing that the state has now adopted ALERT (Advance Law Enforcement Rapid Response Training) which allows for agencies other than just Sudbury to respond to safety emergencies.
    - ii. Questions related to School Resource Officers and how they will be used and an update on SPD staffing was asked.
- 5. Educational and Operational Matters
  - a. District Reports
    - i. Director of Business and Human Resources Report
      - 1. Final bus passes have been distributed via postal mail. There are 1,718 registered bus riders throughout the District. The First View app will go live in about a month, once route adjustments are finalized.
      - 2. A suggestion was made to share a safety communication by the District.
    - ii. Assistant Superintendent Report
      - 1. An update was shared on the new EL Curriculum. Special thanks to Lauren Egizio and her team for their work in preparing for the EL launch.
      - 2. Questions from the Committee related to the training and whether it was mandatory and what training looks like in the future was asked.
    - iii. Superintendent's Report
      - 1. Staffing for certified staff is almost 100% in preparation for the new school year. A few openings for Teacher Assistants, Crossing Guards and Building Subs are still open.
      - 2. Opening Day is Monday and the guest speaker is Dr. Elise Wolf, an international speaker, focused on neurodiversity, Special Education and Executive Functioning.
- 6. Consent Calendar
  - a. Monthly Accounts Payable and Payroll Warrants Submission
  - b. BGB Step 3, Action - Adoption, Rejection or More Discussion Needed of Policy
    - 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
  - c. Review and approve SED request for additional space at Loring and Haynes
    - i. Questions related to cost and waitlists for the SED additional space request was asked.
    - ii. Vice Chair Jessica McCready motioned to approve the Consent Calendar as presented. Mandy Sim seconded the motion. **All in favor. 5-0.** Motion carries.
- 7. Continuing Business and Policy Matters

- a. Determination regarding Posting of School Committee and Subcommittee Meeting Agendas and Materials to the District and Town Website Including timelines; Consider a vote to task the Policy Subcommittee with drafting a related process for inclusion in the School Committee Handbook.
    - i. The Committee discussed options for adjusting the posting schedule of agenda packets and considered whether Subcommittee agendas and packets should be posted on both the district and town websites. They ultimately decided that regular session agenda packets will be posted by 12:00 p.m. on the day of the meeting, while posting Subcommittee packets will be left to the discretion of the Subcommittee Chair.
    - ii. Vice Chair Jessica McCready made a motion that the School Committee adopt amended option 3 for posting regular school session Committee packets Monday by Noon. Mandy Sim seconded the motion. **All in favor. 5-0.** Motion carries.
    - iii. Questions related to how this will impact administrative time was asked.
    - iv. Vice Chair Jessica McCready motioned that the School Committee adopt option 1 for posting Subcommittee agendas. Mandy Sim seconded the motion. **All in favor. 5-0.** Motion carries.
    - v. Vice Chair Jessica McCready motioned that the School Committee adopt the practice of option 4 for the posting of Subcommittee agenda packets. Mandy Sim seconded the motion. **All in favor. 5-0.** Motion carries.
    - vi. Vice Chair Jessica McCready made a motion to task the Policy Subcommittee in updating the School Committee Handbook regarding the decisions made regarding regular session School Committee agenda packets, Subcommittee posting of agendas, and Subcommittee agenda packets. Mandy Sim seconded the motion. **All in favor. 5-0.** Motion carries.
    - vii. Questions related to when these decisions become effective was asked.
  - b. Development of FY27 Budget Guidelines to Inform Superintendent's Budget; Review of Survey Results and provide feedback to the Initial Drafting of Guidelines
    - i. The School Committee discussed the feedback provided by the survey recently taken to discuss the drafting of FY27 budget guidelines to inform the Superintendent's budget.
    - ii. Questions related to peer districts was asked.
    - iii. Regular curriculum review was suggested as a priority and questions related to whether tiered initiatives were being carried over from the previous year.
    - iv. Suggested edits to the budget guidelines document were reviewed and approved.
8. New Business and Policy Matters
- a. Review and provide feedback on the 2025-2026 Family Handbook / consider adoption
    - i. The Committee provided feedback and suggestions on the Family Handbook.
    - ii. Vice Chair Jessica McCready motions to approve the 2025-2026 SPS Family Handbook as amended. Mandy Sim seconded the motion. **All in favor. 5-0.** Motion carries.
  - b. Committee discussion on potential focus areas for professional development, including whether to prioritize training related to the operating budget or goal setting

- i. The Committee discussed whether to engage in Professional Development related to the operating budget or goal setting and strategic planning. A suggestion to bring back the vote to the next meeting to review the current strategic plan was recommended.
  - ii. Vice Chair Messica McCready motions that the School Committee prioritize option 2 Goal Setting and Strategic Planning as the focus area for upcoming Professional Development. Chair Karyn Jones seconded the motion. **Vote: 3-2.** Motion carries.
- c. Authorize the current Sudbury School Committee Chair to continue discussions regarding the Combined Facilities MOA with the Town Manager, Superintendent, Select Board Chair, and Combined Facilities Director
  - i. Information was shared on where the MOA was left after meetings with both the School Committee and Select Board.
  - ii. Vice Chair Jessica McCready motioned to authorize the current School Committee Chair Karyn Jones to continue discussions regarding the Combined Facilities MOA with the Town Manager, Superintendent, Select Board Chair, and Combined Facilities Director. Betsy Sues seconded the motion. **Vote 3-2.** Motion carries.
- d. Review potential policies for the 2025-2026 cycle, determine which will be assigned to the Policy Subcommittee, and update the Subcommittee's charge accordingly.
  - i. The Committee discussed policies for review at an upcoming Policy Subcommittee meeting. They agreed to continue work on policies that were introduced last year and also to begin consideration of new policies moving forward.
  - ii. They also reviewed and made edits to the Policy Subcommittee Charge.
  - iii. Questions were raised about the next Tri-District Meeting.
  - iv. Vice Chair Jessica McCready motioned that the School Committee approve the list of policies identified for review or consideration during the 2025-2026 cycle. Mandy Sim seconded the motion. **Vote 5-0.** Motion carries.
  - v. Vice Chair Jessica McCready motioned that the School Committee update the Policy Subcommittee's charge to reflect the policies assigned for review.

#### 9. Future Agenda Items

- a. Rolling agenda provided as informational only; members may state items they would like to see on a future agenda. No discussion will occur in compliance with the Open Meeting Law.
  - i. Suggested future agenda items include:
    - 1. Ideas for an overview of the AP approval process and improvements to the Budget Book.
    - 2. Feedback from the School Committee in building a future SPS Calendar Review Subcommittee agenda.
    - 3. Adding the draft At-A-Glance Newsletter to a December meeting.
    - 4. Moving the SMILE/Explore Update to an October meeting.

#### 10. Adjournment

- a. Chair Karyn Jones moves to adjourn the meeting at 10:37 p.m. Nicole Burnard seconded the motion. **All in favor. 5-0.** Motion carries.

Respectfully Submitted,  
Julie Williams  
Executive Assistant to the Superintendent

**Documents Reviewed During the August 18, 2025 School Committee Meeting**

1. SC Meeting Warrant Summary - 081225
2. Policy BGB and Draft Policies AC, AC-R, ACAB, ACAB-R
3. sudbury.12.ma.us Mail - Supplemental Space and Lease Agreements
4. Posting of School Committee and Subcommittee Meeting Agendas and Materials
5. DRAFT School Committee FY27 Budget Guidelines
6. Survey Results\_Sudbury School Committee Input\_FY27 Budget Guidelines
7. Copy of DRAFT\_Family Handbook FY26-MLM Edit\_081525.docx (1)
8. MASC Professional Development Options
9. 1-2025-2026 Policy Input Form Recommend Policies for Review, Revision, or Adoption
10. 2-RED LINED 2025-2026 Policy Subcommittee Charge
11. 2025-2026 SC Agenda Setting & Materials - Rolling Agenda