

Sudbury School Committee
Meeting Minutes
September 22, 2025

Members Present:

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

Also Present:

Brad Crozier, Superintendent
Annette Doyle, Assistant Superintendent
Don Sawyer, Director of Business and Human Resources
David Williams, SEA Representative and Grade 3 Teacher

Absent:

Betsy Sues

Open Executive Session

Chair Karyn Jones opened the executive session at 6:30 p.m.

Chair Karyn Jones 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 3 to discuss strategy with respect to and in preparation for collective bargaining with the Sudbury Nurses' Association, the Sudbury Education Association, the Education Support Professionals Association, and Custodians (Units A, B and C) 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 July 21, and August 18, 2025. Vice Chair Jessica McCready seconded the motion.

ROLL CALL VOTE:

Mandy Sim: Aye
Nicole Burnard: Aye
Jessica McCready: Aye
Karyn Jones: Aye

Vote: 4-0. Motion carries.

Vice Chair Jessica McCready confirmed that the Sudbury School Committee will be entering into executive session and to return to open session pursuant to Massachusetts General Laws chapter 30A section 21(a) for the following purposes. Purpose 3 to discuss strategy with respect to and in preparation for collective bargaining with the Sudbury Nurses' Association, the Sudbury Education Association, the Education Support Professionals Association, and Custodians (Units A, B and C) 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 July 21, and August 18, 2025.

Open Regular Session

Chair Karyn Jones opened the regular session at 7:36 p.m. She informed the community that agenda item 5c. LGBTQ+ Parent Advisory Council: Finalize Proposal for Establishment will be moved to a future meeting.

1. Public Comment
 - a. Kathleen Parente, Sudbury resident, shared her concerns about the creation of an LGBTQ+ Parent Advisory Committee.
2. Educational and Operational Matters
 - a. SEA Report (David Williams)
 - i. Mr. Williams provided an update on open house preparation and the information shared during the events, including teaching philosophies, preview of students' projects, ways staff engage with families and student goals.
 - b. District Reports
 - i. Director of Business and Human Resources' Report
 1. The Business Office is in the process of closing FY25 federal grants. The beginning of the FY27 budget process has started with scheduling a number of meetings with principals.
 - ii. Assistant Superintendent's Report
 1. The MCAS Family Portal will go live on October 1st. Reports will still be available to parents in the ASPEN portal.
 2. Topics covered during Wednesday's ILAP include Wilson Training for Grades K-4. ELA and Social Studies will be working on writing and open sci ed. Math is reviewing the McGraw Hill Reveal Unit. Special Educators and Support Staff also have professional development sessions scheduled.
 3. Questions related to the math Reveal program were asked.
 - iii. Superintendent's Report
 1. Open Houses are nearly complete. They have received positive feedback and have been very well attended.
 2. SPS continues to work closely with the MSBA on the Haynes and Nixon roof projects.
 3. Families are invited to a Meet and Greet with the Directors of Student Services, Stephanie Juriansz and Laura Brande on October 1st at 10:00 a.m.
 4. PK Information night is being held virtually on October 21st at 7:00 p.m.
 5. Questions from the Committee surrounded whether the PK information night will be recorded and how will that information be shared?
3. Consent Calendar
 - a. Monthly Accounts Payable and Payroll Warrants Submission

- i. Vice Chair Jessica McCready moves to approve the Consent Calendar as presented. Mandy Sim seconded the motion. **All in favor: 4-0.** Motion carries.

4. Continuing Business and Policy Matters

- a. 2025-2026 Goal Area: FY26 Listening Sessions Planning; Determine Dates, Location, School Committee Member Attendance, and Community Communications
 - i. There will be two listening sessions. One in November and one in March. The November session will be held at the Sudbury Police Station on November 9th. The first hour will be in person and the second hour will be held remotely.
 - ii. Vice Chair Jessica McCready motioned to designate Nicole Burnard and Jessica McCready as facilitators for the November listening session on November 9th from 6:00 p.m. - 8:10 p.m. Mandy Sim seconded the motion. **All in favor: 4-0.** Motion carries.
 - iii. They then reviewed the post session survey draft and made edits recommended by the Committee.
 - iv. Vice Chair Jessica McCready motions to approve the FY26 November listening session participant survey as amended. Nicole Burnard seconded the motion. **All in favor: 4-0.** Motion carries.
 - v. The Committee then reviewed the proposed listening session flyers.
 - vi. Vice Chair Jessica McCready motions to approve the FY26 listening session marketing materials as amended. Mandy Sim seconded the motion. **All in favor: 4-0.** Motion carries.
 - vii. How to share the materials and the timing for which was discussed and agreed upon.
 - viii. Vice Chair Jessica McCready motions to approve the FY26 listening session marketing plan. Nicole Burnard seconded the motion. **All in favor: 4-0.** Motion carries.
- b. After-School Care RFP: Review and Approve Timeline / Next Steps (Contract Expiration 6/30/2027)
 - i. A timeline for the RFP process was presented to the Committee.
 - ii. Questions related to whether changing the RFP was being considered, is the proposal submission period long enough and extending the current contract were asked.
 - iii. Vice Chair Jessica McCready motioned to approve the recommended timeline as presented. Nicole Burnard seconded the motion. **All in favor: 4-0.** Motion carries.

5. New Business and Policy Matters

- a. Policy BGB, Step 1: Informational Item Only: Policy Subcommittee Recommendation for Policy FA, Facilities Development Goals: Discussion at Subsequent Meeting
 - i. Policy BGB, Step 1 –this agenda item will come back in October.
- b. Policy JFABG, Enrollment of Non-Resident Employees: Committee Discussion and Direction on Scope, Including Eligibility parameters; Vote to Charge the Policy Subcommittee to Draft Policy Language Accordingly

- i. In May 2024, the policy was updated to require DESE certification, which limits eligibility for paraprofessional staff. The Committee discussed several options: keeping the policy as is, reverting to the pre-2024 version, or expanding eligibility to include town employees.
 - ii. Concerns were raised about the potential impact on class sizes if enrollment were opened to additional staff. Questions were asked regarding available data, whether spots would be guaranteed for town employees if classes reach capacity, and the cost per student.
 - iii. Vice Chair Jessica McCready motioned to amend policy JFABG reverting back to the pre May 2024 policy. Mandy sim seconded the motion. **Vote: 2-2.** Motion does not pass.
- c. Policy IMDA, Accommodations for Religious and Cultural Observances: Committee Discussion on Scope and Timeline for Review; Vote to Charge the SPS School Committee Members of the Tri-District Calendar Review Subcommittee to Draft Policy Language Accordingly
 - i. Draft language for this policy was discussed. Comments on the draft provided were suggested.
 - ii. Proposed additions to the policy included accommodations for observances for students.
 - iii. The timeline for the adoption of the amendments to the policy were reviewed.
- d. Review the Tri-District Calendar Subcommittee Staff & Community Survey, Listening Session Materials and Discuss Calendar Timeline
 - i. Materials for review were brought by the Tri-District Subcommittee for approval.
 - ii. Questions about the survey and listening session were asked.
 - iii. Vice Chair Jessica McCready motioned to approve the staff and community survey and listening session materials as presented. Mandy Sim seconded the motion. **All in favor: 4-0.** Motion carries.
 - iv. The Calendar Review timeline was reviewed by the Committee. Minor modifications were made to the timeline.
 - v. Vice Chair Jessica McCready motioned to approve the Sudbury School Committee calendar review timeline as amended. Mandy Sim seconded the motion. **All in favor: 4-0.** Motion carries.
- e. Appointment of a Sudbury School Committee Liaison to the Energy and Sustainability Committee
 - i. Vice Chair Jessica McCready motioned to appoint Mandy Sim the Sudbury School Committee liaison to the Energy and Sustainability Committee, effective immediately, to serve until the Committee's next annual reorganization or until a successor is appointed. Nicole Burnard seconded the motion. **All in favor: 4-0.** Motion carries.
- f. Review Policy Subcommittee Recommendation for Posting Policy Subcommittee Agenda Packets to District Website; Potential Vote on Website Language and Direction to Policy Subcommittee to Update School Committee Handbook

- i. Vice Chair Jessica McCready motioned that Sudbury School Committee approve website language as presented/amended by the Policy Subcommittee and to update the School Committee Handbook to reflect recommended process as discussed. Nicole Burnard seconded the motion. **All in favor: 4-0.** Motion carries.
- 6. 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 Open Meeting Law.
 - i. The Committee reviewed updates to the rolling agenda.
 - ii. Requests were made to include a future presentation on the roof projects and MSBA process, to consider a School Committee table at Open Houses, and to share recommendations for panels at the upcoming MASC/MASS conference.
 - iii. It was also noted that the MetroWest Agenda is completed every two years, so no new data will be available to report on.
- 7. Adjournment
 - a. Vice Chair Jessica McCready motioned to adjourn the meeting at 10:06 p.m. Nicole Burnard seconded the motion. **All in favor: 4-0.** Motion carries.

Respectfully Submitted,
Julie Williams
Executive Assistant to the Superintendent

Documents Reviewed During the September 22, 2025 School Committee Meeting

1. SC Meeting Warrant Summary - 091725.pdf
2. 1-09082025SCAgendaPacket_ListeningSessions
3. 2-Draft Flyer
4. SPS RFP Timeline_250918
5. After-School Care SC Timeline - Draft
6. 1-BGB - POLICY ADOPTION
7. 2-Current SPS Policy - FA Facility Development Goals
8. 3-DRAFT -FA Facilities Development Goals with Redlines
9. 4-DRAFT -FA Facilities Development Goals without RedLines
10. 1-SPS_JFABG_Policy_Memo.docx
11. 2-Current JFAG Policy
12. 3-Policy Prior to May 2024_JFAG Enrollment of Non-Resident Employees
13. 4-LPS_JFAB Admission of Nonresident Students
14. 5-L-S Policy JFAA
15. 6-Historical Data
16. 1-SPS_IMDA_Memo.docx
17. 2-SPS_IMDA_Policy_Comparison
18. 3-Policy IMDA - Full Committee .docx
19. 4-Policy IMDA Adoption Timeline - Draft
20. 1-Survey for SPS Review
21. 2-Listening Session Flyer
22. 3-Tri-District Calendar Review Subcommittee Listening Session Sign-Up Form

23. 4-Calendar Review Timeline - Draft
24. 5-Memo_ What to Expect at the Tri-District School Committee Meeting
25. 1- Memo_SCLiaison to the Energy and Sustainability Committee
26. 2- Subcommittee & Liaison Assignments - Sudbury Public Schools
27. 1- 6f. Memo
28. 2-Recommended Website Language for Potential Approval
29. 3 - Sudbury Public Schools Website - About The School Committee, Revised
30. 4-Examples from other Districts
31. 2025-2026 SC Agenda Setting & Materials - Rolling Agenda

Additional Documents Reviewed

2025-2026 School Calendar