

Sudbury School Committee  
Meeting Minutes  
November 3, 2025

**Members Present:**

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

**Also Present:**

Brad Crozier, Superintendent  
Annette Doyle, Assistant Superintendent  
Don Sawyer, Director of Business and Human Resources  
Anneke Bartelsman, SEA Representative

**Open Executive Session**

Chair Karyn Jones opened the executive session at 6:30 p.m. Betsy Sues, Nicole Burnard, Jessica McCready and Chair Jones all confirmed their presence.

Vice Chair Jessica McCready motioned 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: i. Purpose (1) to discuss complaints brought against a public officer, employee, or staff member or individual (OML Complaint - A. Sax, 10/26/2025) ii. 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 & C) because an open discussion may have a detrimental effect on the bargaining position of the Committee. The Committee will return to Open Session. iii. Purpose (7) to review and approve minutes from the Sudbury School Committee executive session meeting of October 14, 2025 and October 23, 2025. Nicole Burnard seconded the motion.

**ROLL CALL VOTE:**

Betsy Sues: Aye  
Jessica McCready: Aye  
Nicole Burnard: Aye  
Karyn Jones: Aye

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

Vice Chair Jessica McCready confirmed the Committee will enter into executive session and will return to open session pursuant to Massachusetts General Laws chapter 30A section 21(a) for the following purposes: i. Purpose (1) to discuss complaints brought against a public officer, employee, or staff member or individual (OML Complaint - A. Sax, 10/26/2025) ii. 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 & C) because an open discussion may have a detrimental effect on the bargaining position of the Committee. The Committee will return to Open Session. iii. Purpose (7)

to review and approve minutes from the Sudbury School Committee executive session meeting of October 14, 2025 and October 23, 2025.

### **Open Regular Session**

Chair Karyn Jones opened the regular session at 7:07 p.m.

#### 1. Public Comment

- a. Vidya Parwani, Sudbury resident, allowed her son to speak on behalf of himself and his sister to advocate for recognizing Diwali as a school holiday.
- b. The Gupta family allowed their son to speak on behalf of himself and his sister to advocate for adding Diwali to the school calendar.
- c. The Gami family allowed their son to share how special Diwali is to him and his family and requested that it be included as a school holiday.
- d. The Lalit family allowed their daughter to speak and shared her hope that Diwali can be added to the school calendar.
- e. The Ashfak family allowed their son to speak. He advocated for the Eid holidays to be considered as school holidays.
- f. Safa Khan, Sudbury resident, allowed her daughter to speak about the importance of the Eid holidays to their family and asked the Committee to consider adding them to the school calendar. Her son also spoke and shared the challenges they face when the Eid holidays are not recognized with days off.
- g. Lorena Jafarov, Sudbury resident, allowed her daughter to speak about the importance of the Eid holidays and advocated for their inclusion in the school calendar.
- h. Kaete Syed, Sudbury resident, allowed her son to speak. He advocated for the Eid holidays to be added as days off.
- i. Abhijeet Shinde, Sudbury resident, allowed his son to speak about the importance of the Diwali holiday and shared why it is meaningful to him.
- j. Shabaz Syed, Sudbury resident, advocated for adding the Eid holidays to the school calendar.

#### 2. Special Matters

- a. 2026-2026 SC Goal: Review of the Implementation of Policy JIJC - Student Use of Personal Electronic Devices in Schools with Michael O'Brien, Technology Director
  - i. Director of Technology, Michael O'Brien, provided the Committee with an update on the newly adopted policy limiting personal electronic devices.
  - ii. Questions from the Committee focused on where phones are stored during the day, the level of reduced phone use, use of chromebooks, messaging app usage and future plans for additional reduced usage.

#### 3. Educational and Operational Matters

- a. SEA Report (Anneke Bartelsman)
  - i. Ms. Bartelsman shared how the district is advancing its goal of supporting students' social, emotional, behavioral and physical wellness through daily practices and structured SEL initiatives at both the elementary and middle school levels.
- b. District Reports

- i. Director of Business and Human Resources' Report
  - 1. No new updates for the Committee.
- ii. Assistant Superintendent's Report
  - 1. Mrs. Doyle recognized the Curtis Guidance Team for leading Digital Citizenship Week.
  - 2. She recently attended a meeting where she met Dr. Candace Sumner, the new METCO President and CEO.
- iii. Superintendent's Report
  - 1. MSBA Update: Nixon and Haynes Roofs
    - a. Superintendent Crozier shared that MSBA has approved moving forward with funding arrangements for the Haynes and Nixon roof projects.
    - b. He recently participated in an Incident Command Systems workshop with other Sudbury and Town administrators.
    - c. He recognized the unified bocce teams from Curtis, who represented SPS at the recent Hopkinton Jamboree.

4. Consent Calendar

- a. Approval of Letter from the Sudbury School Committee, Thanking Mandy Sim for her Four years of service on the Sudbury School Committee
- b. Approval of November 6, 2025, Listening Session Flyer and Email
- c. Approve the warrant article language for the upcoming Special Town Meeting, as required by the Massachusetts School Building Authority (MSBA). The language presented reflects the required text prescribed by the MSBA and must be used to maintain program compliance.
- d. Approval of Policy Subcommittee's Recommended Copy for Inclusion in the School Committee Handbook: Process for Posting Agenda Packets, as Established by the School Committee on August 18, 2025 and September 22, 2025 Meetings
  - i. Questions regarding the school roof warrant articles and an additional email to families related to the Listening Session was asked.
  - ii. Vice Chair Jessica McCready motioned to approve the Consent Calendar as presented with the removal of item number 2. Betsy Sues seconded the motion.
    - 1. ROLL CALL VOTE:
      - a. Jessica McCready: Aye
      - b. Nicole Burnard: Aye
      - c. Betsy Sues: Aye
      - d. Karyn Jones: Aye
      - i. **Vote: 4-0** Motion carries.
  - iii. Chair Karyn Jones moved to approve the November 6, 2025 listening session flyer and email as amended. Betsy Sues seconded the motion.
    - 1. ROLL CALL VOTE:
      - a. Betsy Sues: Aye
      - b. Nicole Burnard: Aye
      - c. Jessica McCready: Aye
      - d. Karyn Jones: Aye

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

5. New Business and Policy Matters

a. Policy BGB, Step 1

i. Per recommendation of the Sudbury School Committee on 10/23/2025:

1. IMDA, Accommodations for Religious and Cultural Observances

ii. Per recommendation of the Policy Subcommittee on 10/24/2025:

1. BEDH, Public Comment at School Committee Meetings

2. BEA, Hybrid Meetings and Remote Participation

3. ECAB, Access to Buildings and Grounds

4. EFBA, School Food and Nutrition - Meal Modifications

5. IJOA, Field Trips

6. JJE, Student Fund-Raising Activities

7. KBE, Relations with Parent/Booster Organizations

8. KHB, Advertising in the Schools and Use of School Name/Logo

9. KI, Visitors to the School

a. This agenda item is informational only. These policies will be discussed at the next meeting.

b. Sudbury School Committee Vacancy and Reappointment of Liaison Rolls and Other Responsibilities

i. Due to the resignation of Mandy Sim, the Committee discussed her vacancy and the process for how the role will be filled.

ii. Vice Chair Jessica McCready motioned to authorize the School Committee Chair to provide written notice to the Sudbury Select Board of the School Committee vacancy and to propose the process and timeline recommended by the Committee to the Select Board. Betsy Sues seconded the motion.

1. ROLL CALL VOTE:

a. Nicole Burnard: Aye

b. Betsy Sues: Aye

c. Jessica McCready: Aye

d. Karyn Jones: Aye

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

iii. They then reviewed the Liaison Roles and distributed Mandy's roles amongst the Committee. Nicole Burnard will assume the MASC Liaison role and Betsy Sues will assume the Energy and Sustainability role.

iv. Vice Chair Jessica McCready motioned that Betsy Sues become the liaison to the Energy and Sustainability Committee and that Nicole Burnard become the MASC delegate. Nicole Burnard seconded the motion.

1. ROLL CALL VOTE:

a. Betsy Sues: Aye

b. Jessica McCready: Aye

c. Nicole Burnard: Aye

d. Karyn Jones: Aye

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

- c. FY27 Calendar Review (Third of Three Meetings): Review of supporting materials provided by the Tri-District Calendar Review Subcommittee, discuss the Subcommittee's recommendation, and select a mock calendar to bring to the Tri-District School Committee on November 13. *No official vote on what will be the FY27 school calendar will happen until the Tri-District School Committee meeting or meeting(s) thereafter.*
  - i. The Committee reviewed materials from the Tri-District Subcommittee and mock calendars presented for potential consideration. Each district will bring calendar options to the full Tri-District Committee to allow for flexibility when trying to find alignment.
  - ii. Questions related to the Tri-District's schedule and demographics of those who took the survey were asked. Each Committee member shared their preference for calendars and the reasons.
  - iii. After a straw vote was taken, the Committee decided to bring two calendars for review at the upcoming Tri-District Meeting for consideration. They also discussed half days and their preference on that if alignment is a consideration.
  
- d. Communication Strategy to the Community Regarding Special Town Meeting
  - i. A draft of the communication was reviewed and suggested edits were discussed and approved.
  - ii. Vice Chair Jessica McCready motioned to allow the Superintendent and School Committee Chair to work together on drafting the communications materials for the town warrant roof articles in terms of the flyer, emails and any other necessary materials. Betsy Sues seconded the motion.
    - 1. ROLL CALL VOTE:
      - a. Nicole Burnard: Aye
      - b. Betsy Sues: Aye
      - c. Jessica McCready: Aye
      - d. Karyn Jones: Aye
      - i. **Vote: 4-0.** Motion carries.
  
- e. Review School Committee feedback regarding current After-School Care Request for Proposals (RFP); discussion of desired updates and enhancements to the RFP; vote to task the Superintendent and administration with incorporating Committee feedback and preparing an RFP draft for Committee review prior to release.
  - i. From the survey provided to the School Committee, feedback was gathered and shared with the Committee.
  - ii. Mr. Sawyer shared he will review the list, check for conflicts with the current RFP and check for legality. This will be brought back to the Committee for their review and suggestions.
  - iii. Questions centered on feedback from SED and administration, snow-day coverage and reduced tuition, as well as when the program's rent was last increased.
  
- f. Update regarding Policy Subcommittee Recommendation Regarding Inclusion of a SEPAC Advisory Process in the School Committee Handbook; Review Memo to PACs on ways to advise the School Committee

- i. Because SEPAC is looking for guidance on what the best ways to advise the School Committee are, a draft memo was included for the Committee's review.
- ii. Whether to include this document in the handbook was discussed.
- iii. Minor edits were recommended and approved.
  - 1. Vice Chair Jessica McCready motions to approve the document as amended. Betsy Sues seconded the motion.
    - a. ROLL CALL VOTE:
      - i. Betsy Sues: Aye
      - ii. Jessica McCready: Aye
      - iii. Nicole Burnard: Aye
      - iv. Karyn Jones: Aye
    - 1. **Vote: 4-0.** Motion carries.

- g. Process on how to do future agenda items; potential vote to include proposed process in School Committee Handbook
  - i. A memo was provided to the School Committee for review and all were in agreement. Discussion surrounded inclusion of this memo in the handbook.
  - ii. Vice Chair Jessica McCready motions to add this memorandum regarding future agenda items to be added to the policy handbook. Betsy Sues seconded the motion.
    - 1. ROLL CALL VOTE:
      - a. Nicole Burnard: Aye
      - b. Betsy Sues: Aye
      - c. Jessica McCready: Aye
      - d. Karyn Jones: Aye
    - i. **Vote: 4-0.** Motion carries.

## 6. Liaison & Subcommittee Reports

- a. Liaison Reports: SEPAC, LGBTQ+ PAC, Select Board, Finance Committee, LS Regional High School, Energy & Sustainability Committee, Parks and Recreation Commission, MASC Delegate
- b. Subcommittee Reports: Policy, Negotiations / Labor Relations, Calendar Review
  - i. SEPAC has a survey available until November 10. Results will be presented to the School Committee.
  - ii. LGBTQ+ PAC has received 5 applications so far. The window is open until November 21 for those considering joining.
  - iii. The Elise Wolf presentation will now be held on November 12th at 7:00 p.m.
  - iv. Another Negotiations meeting will be held tomorrow. The sessions so far have been productive and a date to meet with the nurses is being scheduled.

## 7. Adjournment

- a. Vice Chair Jessica McCready motioned to adjourn the November 3rd meeting at 10:27 p.m. Nicole Burnard seconded the motion.
  - i. ROLL CALL VOTE:
    - 1. Betsy Sues: Aye
    - 2. Jessica McCready: Aye
    - 3. Nicole Burnard: Aye

4. Karyn Jones: Aye
  - a. **Vote: 4-0.** Motion carries.

Respectfully Submitted,  
Julie Williams  
Executive Assistant to the Superintendent

**Documents Reviewed During the November 3, 2025 School Committee Meeting**

1. Personal Electronic Device Policy Update
2. 1 - 2025-2026 School Committee Goals\_Goal Area Teaching Learning and Technology
3. 4.a Thank You For Your Service\_Member Sim
4. 4.b.1. ListeningSessionFlyer
5. 4.b.2. Email for SPS Listening Session.docx
6. 4.c. Special Town Meeting Warrant Article Language\_MSBA
7. 4.d. SchoolCommitteeHandbook\_Updated
8. 1-SPS POLICY IMDA - REDLINE DRAFT 10.30.25.docx
9. 2-DRAFT POLICY BEDH
10. 3-DRAFT NEW POLICY BEA
11. 4-DRAFT NEW ECAB Policy.docx
12. 5-DRAFT EFBA Policy.docx
13. 6-Draft\_IJOA Field Trips
14. 7-DRAFT JJE
15. 8-DRAFT KBE
16. 9- DRAFT KHB
17. 10-DRAFT KI Policy
18. 1-Subcommittee & Liaison Assignments - Sudbury Public Schools
19. 2-MASC - MASS 2025 Joint Conference\_11122025-11142025
20. 1-08042025Tri-District Calendar Review Sub Committee Charge
21. 2- SPS Calendar Review Timeline\_Approved09222025 (1)
22. 3-Memo\_ What to Expect at the Tri-District School Committee Meeting
23. 4-SPS\_Faith\_Leader\_Memo 10.29.25 clean for Lunar New Year.docx
24. 5-Calendar Survey
25. 1- DRAFT to Start Conversation - Communication Plan
26. 2-DRAFT Special Town Meeting and Election Flyer
27. 3-Hopkinton School Committee Listening Session.pptx
28. 1-Memo\_ Summary School Committee Feedback
29. 2- School Committee Feedback Regarding After-School Care RFP
30. PAC MEMO - Advisory Input from PAC
31. MEMORANDUM\_Future Agenda Items
32. 1-SEPAC Liaison Report
33. 2-Policy Subcommittee Liaison Report\_Work Status\_11032025