

Sudbury School Committee
Meeting Minutes
August 19, 2024

Members Present:

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

Also Present:

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

Regular Session Meeting

Chair Nicole Burnard opened the meeting at 7:01 p.m.

1. Public Comment
 - a. Kay Bell, Sudbury resident, asked the Committee to reconsider their decision on hybrid meetings.
 - b. Karyn Jones, Sudbury resident, not representing her role on the Sudbury School Committee, shared that SED was celebrating their 40th anniversary and mentioned women's equality proclamation day.

2. Educational and Operational Matters
 - a. District Reports
 - i. Director of Business and Human Resources Report
 1. Onboarding of new staff continues.
 2. Bus routes are almost finalized and bus passes are being sent later this week. In addition bus routes will be published online.
 3. Questions from the Committee surrounded whether there are any concerns about bus staffing.
 - ii. Assistant Superintendent Report
 1. Congratulations to Michael Neagle who was selected as a representative for all of Massachusetts to join the United States Institute of Peace's 2024 cohort of Peace Teachers.
 2. An update on both summer curriculum work and the Say Something Sandy Hook Promise program were shared.
 3. Questions surrounded the training for children and how long the funding grant for the program lasts.
 - iii. Superintendent's Report
 1. A school readiness update was provided with the Sudbury Fire Department testing fire alarms, kitchens and sporting equipment.

2. Hiring is nearly complete for certified staff.
3. Business and Policy Matters
 - a. Introduction of Cindy Marchand, Interim Noyes Principal
 - i. Ms. Marchand provided a brief background on the roles she has had and the schools she has worked in.
 - ii. The Committee welcomed Cindy to SPS.
 - b. Medication Delegation Application
 - i. Vice Chair Meredith Gerson moves to approve the application for School Personnel to administer EpiPens and for the lead nurse to delegate medication permissions and to authorize the Chair of the School Committee to sign. Mandy Sim seconded the motion. **All in favor.**
 1. Questions from the Committee surrounded whether this application is supported by the Sudbury Board of Health.
 - c. FY25 Budget Reset
 - i. Mr. Sawyer reviewed final budget revisions with the Committee.
 - ii. Vice Chair Meredith Gerson moves to approve the FY25 Revised General Fund Operating Budget as amended. Mandy Sim seconded the motion. **All in favor.**
 1. Questions surrounded enrollment projections, clarification on base budget and initiatives, circuit breaker, professional development and operations / maintenance.
 - d. CASE Collaborative Q4
 - i. Collaborations are required to submit their quarterly reports with participating districts. No action required by the Committee.
 - e. Capital Projects Update
 - i. An update on the resurfacing of the Loring playground was provided.
 - ii. Recent Small Cap projects include carpet replacements at Loring, Nixon, Noyes, and Haynes; tile replacement at Curtis; painting; and the design phase for the Noyes school paging and bell system. Additionally, funding has been completed for door replacements and updates to classroom instructional equipment.
 - iii. Disability Grant funds will be used to update public address and listening systems.
 - iv. Questions from the Committee surrounded the amount of controls not covered.
 - v. Ms. Duran spoke to the Committee about the HVAC projects and the challenges with why there is an urgency for the project to be completed.
 - vi. The MSBA has invited Mr. Sawyer, Ms. Duran, and Superintendent Crozier to a meeting regarding the Nixon and Haynes school roofs, along with scheduled site visits to both schools.
 - vii. The discussion included clarifying questions about bid pricing, engineers' concerns regarding the current HVAC systems, and the timeline for discovering additional necessary work. The Committee also sought clarification on the estimated design costs and the expected completion date of the facility condition assessment.
 - viii. A recommendation was made to have the Chair, Nicole Burnard, write to the Select Board to consider ARPA funds.

1. Vice Chair Meredith Gerson moves to authorize Nicole Burnard as Chair of the Sudbury School Committee to write and send a communication in support of ARPA funds allocation to SPS HVAC projects in the amount of \$100,000.00. Mandy Sim seconded the motion. **All in favor.**
- f. Future Agenda Items
 - i. Discussion of District Goals and to revisit changing Communications from Liaison to Subcommittee were recommended.
- g. Monthly Accounts Payable and Payroll Warrants Submission
 - i. No further action required by the Committee.
- h. Minutes (7/22/24)
 - i. Vice Chair Meredith Gerson moves to approve the Sudbury School Committee regular session meeting minutes from July 22, 2024 as amended. Mandy Sim seconded. **All in favor.**
 1. Recommended changes were made and agreed upon.
4. Adjournment
 - a. Chair Nicole Burnard moved to adjourn the meeting at 8:47 p.m. Mandy Sim seconded the motion. **All in favor.**

Respectfully Submitted,
Julie Williams
Executive Assistant to the Superintendent

Documents Reviewed During the August 19, 2024 School Committee Meeting

1. school-mcsr-signature-page-2023
2. Epinephrine Application 2022
3. Memo_SC_FY25 Revised GF Budget_240816
4. CASE Collaborative Q4 Update (06.2024)
5. SC Meeting Warrant Summary - 081524
6. 072224_Sudbury School Committee Minutes_DRAFT