

Sudbury School Committee
Meeting Minutes
September 9, 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
Melissa Morabito, SEA Representative

Executive Session

Chair Nicole Burnard opened the executive session at 7:00 p.m.

1. Executive Session

- a. Motion and vote to convene in executive session pursuant to Massachusetts General Laws chapter 30A section 21(a) for the following purpose:
 - i. Purpose (3) to discuss strategy with respect to and in preparation for collective bargaining or litigation with the Nurses' Union, because an open discussion may have a detrimental effect on the bargaining position of the Committee.
 - ii. Purpose (7) to review and approve minutes from the Sudbury School Committee executive session meeting of August 5, 2024.

1. Vice Chair Meredith Gerson moves to convene in executive 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 or litigation with the Nurses' Union, 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 meeting of August 5, 2024. Mandy Sim seconded the motion.

a. ROLL CALL VOTE

- i. Meredith Gerson: Aye
- ii. Mandy Sim: Aye
- iii. Mary Stephens: Aye
- iv. Karyn Jones: Aye
- v. Nicole Burnard: Aye

1. **Vote: 5-0.** Motion carries.

2. Chair Nicole Burnard confirmed that the Committee will enter into executive 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 or litigation with the Nurses' Union, 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 meeting of August 5, 2024 and will return to Open Session.

2. Regular Session Meeting

Chair Nicole Burnard opened the regular session meeting at 7:30 p.m.

3. Public Comment

- a. Katelyn Griffin, Hudson resident and Sudbury Public School employee, advocated for parity for Sudbury School Nurses.
- b. Kay Bell, Old Lancaster Road, Sudbury, shared her thoughts on the Combined Facilities MOA agenda item.
- c. Pat Guthy, Sudbury resident, asked the Committee to consider a hybrid option for their meetings.

4. Educational and Operational Matters

a. SEA Report (Melissa Morabito)

- i. Ms. Morabito highlighted what staff are excited about for the upcoming school year, including learning the new IEP system, participating in the ELA pilot, building strong connections with students, witnessing student growth and progress, pursuing continuing education, collaborating with team members, strengthening relationships with families, and working with colleagues to bring fun and positivity to both staff and schools.

b. District Reports

i. Director of Business and Human Resources Report

1. Buses are off to a good start to the school year. They are fully staffed and minor adjustments are being made as things get settled. Currently 1,763 students are riding the bus (1,103 at the elementary level and 660 at the middle school level.)
2. The revised budget approved during the August 19, 2024 School Committee Meeting has been submitted to the town.
3. First quarter reports for FY25 are being prepared.
4. Questions from the Committee surrounded potential concerns about a strike by First Student.

ii. Assistant Superintendent Report

1. Safety Review is part of the first ILAP day. This covers intruder training, introduction to the Say Something Anonymous Reporting System and suicide prevention awareness training. Mrs. Doyle thanked Betsy Grams for her collaboration in helping to plan the training.
2. Open Houses for all schools are coming up.

3. The METCO Showcase is on September 21, 2024 in Boston. Leslie Smart and Mrs. Doyle will be representing Sudbury hoping to recruit new families.
 4. Questions surrounded the number of students we are trying to recruit.
 - iii. Superintendent's Report
 1. Superintendent Crozier has made school visits that include the Pre K program both at Nixon and Noyes as well as Curtis Middle School.
 2. A reminder to the community that school is now open and to please slow down and drive with caution.
 3. The HVAC contract for Curtis and Haynes was signed following the approval of ARPA funding.
 4. Both EEE and West Nile Virus has been detected in mosquitos in Sudbury. Spraying around the town as well as the perimeter of each school has been conducted. Spraying may continue until the first hard frost.
 5. The Committee questioned the spraying schedule and shared their thanks for being proactive in this matter. Superintendent Crozier shared his thanks to Vivian Zeng, Sudbury Health Director.
5. Business and Policy Matters
 - a. MSBA Timeline
 - i. Superintendent Crozier reviewed the timeline for the MSBA funding project.
 - ii. He shared key dates and informed the Committee that SPS had both a call and a site visit from MSBA. The next step is to be accepted into the program. That will be determined towards the end of October.
 - iii. Clarifying questions from the Committee surrounded additional funding while we wait for the decision and costs related to an MSBA Project Manager.
 - b. Grant Assurances
 - i. These are standard assurances done yearly. This is the first time the School Committee has been asked to sign off on them.
 1. Vice Chair Meredith Gerson moves to approve the Chair of the School Committee, Nicole Burnard, to sign the Conditions of Assistance:IDEA Part B Funding Certifications on behalf of the School Committee. Mandy Sim seconded the motion. **All in favor.**
 - c. Short and Long-Term Capital Planning
 - i. All capital items are due to the town by October 11, 2024.
 - ii. We will be using the Facilities Condition Assessment Report to align capital.
 - iii. Meetings with facilities staff have occurred to review the capital plan.
 - iv. The next few School Committee meetings will include a review of capital projects.
 - v. Questions surrounded what cost information that will be used, whether facilities are still reviewing estimates not included in the conditions assessment report, if facilities will be reporting to the School Committee, and if roof design will be considered while we wait to hear from MSBA.

- d. SED Additional Space Discussion
 - i. Sudbury Extended Day is looking for additional space to expand their programming.
 - ii. Superintendent Crozier shared the structure of the lease agreement.
 - iii. Questions from the Committee surrounded signatory changes on the agreement, wait lists, interest from other third party vendors using the space, timeline for discussing the new SED contract and space being used at Loring.
 - iv. Comments included the desire to see this as an amendment to the original contract.
 - 1. Vice Chair Meredith Gerson moves to authorize Brad Crozier to execute additional space agreement with SED at Haynes and Loring at the rate consistent with the original lease agreement. Mandy Sim seconded the motion. **All in favor.**
- e. Combined Facilities MOA
 - i. The structure of the Combined Facilities Memorandum of Agreement was discussed.
 - ii. Questions and discussion surrounded whether to modify the agreement for increased collaboration, the necessity of a full-time facilities director for SPS, potential impacts on the town budget from restructuring, and understanding the current allocation of time. Additionally, clarification was asked about whether all efforts have been made to make the existing MOA effective, the need for data on efficiencies and benefits of a shared position, identifying areas that are not working well, and concerns regarding budget line items that SPS cannot control.
 - iii. Additional discussion surrounded how often meetings occur between SPS, Facilities and the Town and whether facilities can present on this topic in the future.
 - iv. The Committee tasked Business and Human Resources Director, Don Sawyer, with the responsibility of identifying facility needs and outlining the workload of the facilities director at SPS. This includes comparing larger projects at SPS with those in the town, reviewing previous projects, capital projects, and clarifying the roles of the facilities director versus the combined facilities director.
- f. Liaison Reports
 - i. The SPS website is updated and all links are now working.
 - ii. The MASC/MASS conference is coming up in November.
 - iii. SEPAC had their first meeting of the year and they will be present at all open houses.
 - iv. LSRHS recently reviewed their goals. Those similar to SPS' include student / staff well being; SEL; cell phone use policy and subcommittee / liaison updates.

6. Adjournment

- a. Chair Nicole Burnard moved to adjourn the meeting at 9:38 p.m. Meredith Gerson seconded the motion. **All in favor.**

Respectfully Submitted,
Julie Williams

Executive Assistant to the Superintendent

Documents Reviewed During the September 9, 2024 School Committee Meeting

1. **Timeline for the MSBA Accelerated Repair Project Funding**
2. **COA_School Certification**
3. **SED Additional Space Lease Agreement_1 Year_240823**
4. **Facilities MOA**