

Sudbury School Committee
Meeting Minutes
November 25, 2024

Members Present:

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

Also Present:

Drew Kelsey, SEA Representative and Special Educator
Brad Crozier, Superintendent
Annette Doyle, Assistant Superintendent
Betsy Grams, Wellness Curriculum Specialist
Terry Miller, Middle School Guidance Counselor
Don Sawyer, Director of Business and Human Resources

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

1. Special Matters

- a. MetroWest Health Study (Betsy Grams, Wellness Curriculum Specialist)
 - i. Ms. Grams presented to the Committee the results from the latest MetroWest adolescent survey given to middle school students. She reviewed the survey questions and provided context for each subject area.
 - ii. Ms. Miller reviewed silent mentoring, the unified sports program, what is covered in gym class and screenings for 7th and 8th graders.
 - iii. Questions from the Committee surrounded trends in data and staffing for mental health positions.

Karyn Jones joined the meeting at 7:40 p.m.

2. Public Comment

- a. Rebecca Thompson, Sudbury resident, urged the School Committee to move forward with supporting a gender identity policy and shared her perspective on how such a policy could provide protections for transgender students.
- b. Nicole Neuman, Sudbury resident, urged the School Committee to support policies not supported by MASC and encouraged them to examine subcommittee procedures.
- c. Sandra Duran, Combined Facility Director, shared her thoughts on the Combined Facility Director Memorandum of Agreement and shared her support for a gender identity policy.
- d. Kay Bell, Old Lancaster Road in Sudbury, shared her thoughts on the Combined Facility Director Memorandum of Agreement and continued to urge the Committee to move to a hybrid meeting option.
- e. Tyler Steffey, Sudbury resident, shared his perspective on the current state of the School Committee and urged them to come together as a collective group.

3. Educational and Operational Matters

a. SEA Report (Drew Kelsey)

- i. Mr. Kelsey shared events happening during November including parent / teacher conferences and efforts by teachers to enhance collaboration with parents. He highlighted community initiatives such as the Charity Food Pantry, the Curtis Angels Pennies for Hope Drive and the 6th grade dance fundraiser, with proceeds benefiting wildfire victims.

b. District Reports

i. Director of Business and Human Resources Report

1. Mr. Sawyer recently attended the Sudbury Finance Committee Meeting where they presented on circuit breaker funding sharing how town and school districts are funded, how money is matriculated and what it can be used for.
2. The FinCom Budget Pressures Meeting is coming up in December.
3. The Town Manager recently presented the state of the town's financial condition that includes 5 year forecasting.
4. The Committee asked for clarification on projected budget guidance forecasted for FY27 and FY28 and confirmed when the budget guidance letter would be provided.

ii. Assistant Superintendent Report

1. Mrs. Doyle thanked both Betsy Grams and Terry Miller for their presentation and continued work on student emotional health and well being.
2. The Nixon School recently held a cultural fair showcasing different foods, crafts, etc.
3. Stephanie Juriansz and Jeff Lappin recently held a meet and greet for the Student Services Department.
4. She also thanked Dr. Twenge on the recent presentation on "Parenting Today's Super Connected Kids."

iii. Superintendent's Report

1. Superintendent Crozier recently met with Sheila Proia from Whitsons Food Services and a member of their management team. Sheila confirmed that three main meal options are available at each elementary school, while the middle school offers four main options and two salads, along with fresh fruits and vegetables daily. They also provide opportunities for guest chefs or special product variety events.
2. In addition, they track food allergies and collaborate with school nurses and parents on known allergies. More than 1/2 of the students eat lunch at school.
3. Questions were raised about a potential newsletter to families summarizing their offerings and standards. Additional questions included whether snack options could be considered and if Whitsons would conduct a survey to gauge students interest.

4. Business and Policy Matters
 - a. Noyes PTO Gift Approval
 - i. Vice Chair Meredith Gerson moves to approve a gift from the Noyes PTO of new backboards, rims and nets for the four basketball hoops on the playground in the amount of \$5,343.00 with gratitude. Mandy Sim seconded the motion.
 - ii. All in favor. **5-0**. Motion passes.
 - b. FY25 Quarter 1 Budget Transfers Report
 - i. This is the first quarter year to date budget with actual numbers through September.
 - ii. Clarification on line items that are already over their budgeted amount; ESY salary information and out of district tuition was asked. Additionally, questions were raised about where budget numbers are shown from additional revenue such as grants and Pre-K tuition was asked.
 - c. Combined Facilities Department Requested Information
 - i. Mr. Sawyer provided an update on requested reports including the town manager's capital plan with updates, the status of various projects, samples of priority projects and electrician usage for SPS projects.
 - ii. Questions were raised about contracting out electrical work based on need, the business office's role in bidding jobs and additional information including specifics about efforts and associated costs was requested.
 - iii. The Committee also asked for an update on the Town Manager / SPS meetings and shared concerns about capacity of upcoming work handled by a shared role.
 - iv. The Committee discussed the details of the MOA, including concerns about the need for a dedicated Facility Director. A request for more data related to the budget and associated costs as well as a desire to hear directly from the Facility Department was discussed.
 - d. Subcommittee Appointments and Charge
 - i. Mandy Sim addressed a community article about a recent Policy Subcommittee meeting and provided clarification on her comments, which were taken out of context.
 - ii. This agenda item was added to create a Communications Subcommittee as the work aligns with the School Committee goals.
 - iii. Vice Chair Meredith Gerson moves to appoint Mandy Sim and Mary Stephens to the Communication Subcommittee. Nicole Burnard seconded the motion. All in favor. **5-0**. Motion passes.
 - iv. Chair Burnard reviewed the charge and mission statement for the newly formed Committee in addition to the rules and regulations of the Open Meeting Law.
 - v. Vice Chair Meredith Gerson moves to approve the Sudbury School Committee Communications Subcommittee template as amended. Mandy Sim seconded the motion. All in favor. **5-0**. Motion passes.
 - vi. Chair Nicole Burnard reviewed the processes for subcommittees, how agendas are created, deliberation outside of committee meetings and reviewed the charge previously approved.

- vii. Mandy Sim is stepping down from the Policy Subcommittee. Mary Stephens volunteered to replace her.
 - viii. The Committee engaged in discussion on how to bring new policies to the group and drafting a better listing of functions and duties to how the subcommittees operate.
 - ix. Vice Chair Meredith Gerson moves to appoint Mary Stephens and Karyn Jones to the Policy Subcommittee. Mandy Sim seconded the motion. All in favor. **5-0**. Motion passes.
 - x. Vice Chair Gerson adjourned the meeting at 10:09 p.m.
- e. Monthly Accounts Payable and Payroll Warrants Submission
- i. No further action required by the Committee.
- f. Future Agenda Items
- i. Chair Nicole Burnard reviewed the procedures for recommending future agenda items.
 - ii. Mary Stephens moves to change the schedule of the approved agenda item of the Superintendent Evaluation Timeline to January rather than April. Karyn Jones seconded the motion. All in favor. **4-0**. Motion passes.
 - iii. Karyn Jones moves to learn more about the “School Within a School” program at Curtis. Mary Stephens seconded the motion. Vote: **2-2**. Motion does not pass.
 - iv. Mary Stephens moves to discuss the possibility of having an afternoon enrichment RFP. Karyn Jones seconded the motion. Vote: **2-2**. Motion does not pass.
 - v. Karyn Jones moves to discuss and be updated on the funds received through Article 17 Medicaid Reimbursement and additional Chapter 70 funding for the ELA Curriculum from the 2023 annual town meeting before or during the budget priorities meeting. Mary Stephens seconded the motion. All in favor. **4-0**. Motion passes.
- g. Minutes (10/21/24)
- i. Karyn Jones moves to approve the October 21, 2024 meeting minutes as amended. Mandy Sim seconded the motion. No recommended edits were suggested. All in favor. **4-0**. Motion passes.
5. Adjournment
- a. Chair Nicole Burnard moved to adjourn the meeting at 10:18 p.m. Mandy Sim seconded the motion. All in favor. **4-0**. Motion passes.

Respectfully Submitted,
 Julie Williams
 Executive Assistant to the Superintendent

Documents Reviewed During the November 25, 2024 School Committee Meeting

1. SC MWAHS 11.25.24 DRAFT
2. Premier Park Play Quote 11-06-2024
3. Memo_SC_FY25 Q1 Budget Forecast_240930

4. **Memo_SC_SharedFacilitiesInformation_241122**
5. **SC Meeting Warrant Summary - 112024**
6. **102124_Sudbury School Committee Minutes_DRAFT**