

Sudbury School Committee
Meeting Minutes
October 23, 2025

Members Present:

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

Also Present:

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

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 will return to open session pursuant to Massachusetts General Laws chapter 30A section 21(a) for the following purposes. Purpose 1 to discuss complaints brought against a public officer, employee, or staff member or individual (OML Complaint - R. Sax, 10/16/2025), 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 meeting of October 6, 2025. Mandy Sim seconded the motion.

ROLL CALL VOTE:

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

Vote: 5-0 Motion carries.

Vice Chair Jessica McCready confirmed that the Sudbury School Committee will be entering into executive session and will return to open session pursuant to Massachusetts General Laws chapter 30A section 21(a) for the following purposes. Purpose 1 to discuss complaints brought against a public officer, employee, or staff member or individual (OML Complaint - R. Sax, 10/16/2025), 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 meeting of October 6, 2025.

Open Regular Session

Chair Karyn Jones noted that the Committee has returned from Executive Session at 7:00 p.m. and the Regular Session will now begin.

1. Public Comment

- a. Vidya Parwani, a Sudbury resident, thanked the Committee for their dedication to students and for listening to community concerns. She also expressed appreciation for rescheduling the meeting so it would not fall on the Diwali holiday.
- b. Safa Khan, Sudbury resident, thanked the Committee for their efforts in supporting Sudbury students.

2. Special Matters

- a. 2026-2026 School Committee Goal: Review SPS Capital Plan
 - i. Ms. Duran provided the Committee with a review of Capital Projects and the fiscal years for when the work is projected to be completed.
 - ii. Discussion continued and focused on inflation rate concerns and cost per fiscal year, the average amounts other towns are spending on similar needs, the timeline for identifying priorities and how that should be communicated, who is responsible for setting those priorities, what other projects might fall under MSBA consideration, and how often building condition assessments are conducted.
 - iii. Small Capital Projects were then reviewed.
 - iv. The next step will be to draft articles for the Annual Town Meeting.
 - v. Chair Karyn Jones motions to authorize the Superintendent and Combined Facilities Director to prepare drafts for the annual town meeting articles. Nicole Burnard seconded the motion.
 1. ROLL CALL VOTE:
 - a. Jessica McCready: Aye
 - b. Mandy Sim: Aye
 - c. Betsy Sues: Aye
 - d. Karyn Jones: Aye
 - e. Nicole Burnard: Aye
 - i. **Vote: 5-0. Motion carries.**

3. Educational and Operational Matters

- a. SEA Report (Drew Kelsey)
 - i. Mr. Kelsey talked about the importance of keeping class sizes manageable and special education caseloads smaller, noting that both help support better student outcomes, more equity, and can reduce the need for future interventions. He also shared that smaller special ed workloads make it easier for staff to use data effectively and collaborate, which is important for meeting students' IEP goals.
- b. District Reports
 - i. Director of Business and Human Resources' Report

1. The state has launched a formal review of school transportation procurement which has been advocated for by the School Committee with a goal of finding ways to reduce costs and improve efficiency. A survey of districts transportation practices will be shared and Mr. Sawyer confirmed that Sudbury will participate in the survey.
 - ii. Assistant Superintendent's Report
 1. An update on recent professional development included EL coaching and grade level meetings focused on improving report card indicators.
 2. 8th grade students successfully exceeded last year's total in their DC Pie Fundraiser.
 - iii. Superintendent's Report
 1. NESDEC Enrollment Projections
 - a. Superintendent Crozier shared how the district uses the NESDEC projections for planning both class sizes and staffing.
 - b. Questions from the Committee surrounded spacing, if additional classes are necessary, capacity at Haynes School and how predictive NESDEC projections have been in the past.
4. Consent Calendar
- a. CASE Q1 Report - Accept Q1 Report as presented.
 - b. ACCEPT Q1 Report - Accept Q1 Report as presented.
 - c. Policy Adoption - BGB Step 3, Action: Adopt FA (Facilities Development Goals), Effective Immediately
 - d. Donation - Accept donation from the Loring PTO for new bike racks at Israel Loring Elementary School; approve the accompanying letter of appreciation from the School Committee
 - e. Advisory Council Appointment - Appoint Betsy Grams as the administrative liaison to the LGBTQ+ Parent Advisory Council, as selected by the Superintendent
 - i. The Commonwealth of Massachusetts Commission on LGBTQ Youth Acknowledgement for Establishment of LGBTQ+ Parent Advisory Council
 - f. Guidance to SPS MASC Delegate on which presentations the School Committee would like updates from the MASC Annual Conference (November 13, 2025)
 - g. Monthly Accounts Payable and Payroll Warrant Submissions
 - h. Meeting Minutes (09/08/25 and 09/22/25)
 - i. Vice Chair Jessica McCready thanked Betsy Grams for joining the LGBTQ+ PAC and shared that the Committee has been commended for their work on supporting the LGBTQ+ community.
 - ii. Vice Chair Jessica McCready motioned to approve the consent calendar as presented. Mandy Sim seconded the motion.
 - iii. A question was asked about the cost of the SPS administrative liaison and where that funding would come from.
 1. ROLL CALL VOTE:
 - a. Betsy Sues: Aye
 - b. Mandy Sim: Aye
 - c. Nicole Burnard: No

- d. Jessica McCready: Aye
- e. Karyn Jones: Aye
- i. **Vote: 4-1. Motion carries.**

5. New Business and Policy Matters

- a. Policy IMDA (Accommodations for Religious and Cultural Observances) - Continue the work initiated by the SPS members of the Tri-District Calendar Review Subcommittee; possible vote to recommend advancing to the formal policy adoption process as outlined in Policy BGB

- i. Betsy Sues shared the background on the recommended policy changes, which aim to provide stronger accommodations for cultural or religious observances that may not be observed.
- ii. Questions came up about the definition of broadly observed holidays and the process for handling one-time events.
- iii. Recommended edits were suggested and agreed upon.
- iv. Vice Chair Jessica McCready moved to approve the revised draft of Policy IMDA, Accommodations for Religious and Cultural Observances, as presented and discussed, and to initiate the formal policy adoption process as outlined in Policy BGB. Mandy Sim seconded the motion.

- 1. ROLL CALL VOTE:

- a. Mandy Sim: Aye
- b. Betsy Sues: Aye
- c. Nicole Burnard: Aye
- d. Jessica McCready: Aye
- e. Karyn Jones: Aye

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

- b. LGBTQ+ Parent Advisory Council: Review and Approval of Appointment Process of Members, Draft Email Communication and Membership Application Form

- i. Vice Chair McCready reviewed a proposed letter, email and application form with the Committee.
- ii. Edits were recommended, discussed and approved.
- iii. Vice Chair Jessica McCready motioned to approve the appointment process, draft email communication and membership application form for the LGBTQ+ Parent Advisory Council as amended because there was a typo in the word Ephraim. Betsy Sues seconded the motion.

- 1. ROLL CALL VOTE:

- a. Betsy Sues: Aye
- b. Mandy Sim: Aye
- c. Nicole Burnard: No
- d. Jessica McCready: Aye
- e. Karyn Jones: Aye

- i. **Vote: 4-1. Motion carries.**

- c. Review and Planning: After-School Care RFP process, past Sudbury Public Schools RFP, RFPs from other districts, statutory requirements, evaluation team composition, and preliminary discussion on scope and evaluation criteria for future RFP

- i. Mr. Sawyer provided the Committee with an overview of how past years RFP processes have gone. SED is the current provider until FY27.
 - ii. Questions from the Committee focused on whether PK students can be included in an after-school program, whether there is a plan to determine the process for accepting students with disabilities, whether a single provider must cover all schools, which rooms would be used for enrichment, and who evaluates the proposals. Additional discussion centered on how the proposal should be developed. This item will be brought back on a future agenda for continued discussion.
 - d. November Sudbury School Committee Listening Session: Reconsider September 22, 2025 vote regarding participant registration in light of new information about location requirements at the Sudbury Police Station; possible discussion on the session format (in person, remote, or hybrid) and any needed change of location or date, and School Committee member participation
 - i. Due to a shift in locations for the in person listening session, the date needs to be changed to accommodate the new location. The Committee is in support of moving the date to November 6th.
 - ii. Vice Chair Jessica McCready motioned to change the date and location of the listening session. Mandy Sim seconded the motion.
 - 1. ROLL CALL VOTE:
 - a. Nicole Burnard: Aye
 - b. Betsy Sims: Aye
 - c. Mandy Sim: Aye
 - d. Jessica McCready: Aye
 - e. Karyn Jones: Aye
 - i. **Vote: 5-0. Motion carries.**
 - e. FY27 Calendar Review (Second of Three Meetings): Review of supporting materials, including Constitutional and Legal Considerations for Religious Holiday Recognition, relevant SPS policies, faith leader presentations, Student Services memo, listening session feedback, mock rotational calendar, and financial considerations. The Committee will vote on a single mock Calendar at the November 3 meeting in advance of the November 13 Tri-District School Committee meeting. 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 thanked the SPS Calendar Subcommittee for their hard work and noted that the information they shared has been helpful in guiding their decision-making.
6. Future Agenda Items
- a. A request to formally discuss a Jewish PAC was asked.
 - b. A review of Operating Protocols was suggested.
7. Adjournment
- a. Vice Chair Jessica McCready motioned to adjourn the October 23rd meeting at 10:35 p.m. Nicole Burnard seconded the motion.

- i. ROLL CALL VOTE:
 - 1. Betsy Sues: Aye
 - 2. Jessica McCready: Aye
 - 3. Mandy Sim: Aye
 - 4. Nicole Burnard: Aye
 - 5. Karyn Jones: Aye
- a. **Vote: 5-0. Motion carries.**

Respectfully Submitted,
Julie Williams
Executive Assistant to the Superintendent

Documents Reviewed During the October 23, 2025 School Committee Meeting

- 1. 1- 2025-2026SchoolCommitteeGoals - Capital Planning
- 2. FY27 CIP Small Cap Presentation to School Committee 10.23.2025
- 3. SPS SC Presentation 15 Year Capital Plan (1)
- 4. Sudbury_Nixon_SD TPB_10.17.25.xlsx
- 5. Sudbury_Haynes_SD TPB_10.17.25.xlsx
- 6. Town of Sudbury - Elementary Roof Projects.docx
- 7. 25SudburyMA
- 8. 25SudburyMA SBS
- 9. CASE General Update 10.10.2025
- 10. BoD Update 9.30.25.docx
- 11. 4.c-1 BGB - POLICY ADOPTION
- 12. 4.c-2 Current Policy FA (Facilities Development Goals).pdf
- 13. 4.c-3 Redlined DRAFT Policy FA (Facilities Development Goals) for Adoption
- 14. 4.c-4 DRAFT Policy FA (Facilities Development Goals) for Adoption w_o Redlines
- 15. 4.d-1 Loring PTO Bike Rack Donation Request - October 1, 2025
- 16. 4.d-2 Thank You Letter to Loring PTO from the School Committee
- 17. Sudbury Commendation
- 18. 4.f-1 School Committee Learning Priorities for MASC Conference - Google Forms
- 19. 4.f-2 School Committee Learning Priorities for MASC Conference (Responses) - Google Sheets
- 20. SC Meeting Warrant Summary - 101525
- 21. 090825_Sudbury School Committee Minutes_DRAFT
- 22. 092225-Sudbury School Committee Minutes_DRAFT
- 23. SPS POLICY IMDA - REDLINE DRAFT 10.13.25.docx
- 24. 1-Process for Appointment of Members to the LGBTQ+ Parent Advisory Council
- 25. 2 - DRAFT Email 1_ Subject_ Join the Newly Established LGBTQ+ Parent Advisory Council
- 26. 3- DRAFT PAC Membership Form
- 27. 4- WPS to Launch LGBTQIA+ Family Advisory Council _ School Community Email
- 28. 5- WPS LGBTQ PAC Membership Inquiry Form Linked in Outreach Email
- 29. 1-Overview RFP Proposals in Agenda Packet.docx
- 30. 2-RFP_Facilities Lease_211117 2a-RFP_Facilities Lease_Questions and Responses_211213
- 31. 3-Beverly - After School Child Care RFP
- 32. 4-Maynard B&A Care RFP
- 33. 5-Weymouth Before-After School Care RFP

34. 6-Wayland_rfp_for_extended_day_enrichment-2
35. 7-02072022 Agenda Packet_Review After School Care RFP and Recommendations
36. 1- SPS Calendar Review Timeline_Aproved09222025
37. 2- SPS_Church_and_State_Considerations_Memo.docx
38. 3-Policy IC-ICA - School Year School Calendar
39. 4-Policy IMD - School Ceremonies and Observances
40. 5-Policy JBB - Educational Equity
41. 6-SPS Calendar_Financial_Considerations_Memo.docx
42. 7-Mock Calendars Comparison Summary
43. 8-Wellesley Public Schools_Rotational Calendar
44. 9-2025-2026 Rotating Calendar DRAFT
45. 10--2026-2027 Rotating Calendar DRAFT
46. 11-2027-2028 Rotating Calendar DRAFT
47. 12-Tri-District Subcommittee Listening Session Summary
48. 13-SPS_Faith_Leader_Memo 10.19.25.docx
49. Statement on impacts on students with disabilities
50. 2025-2026 SC Agenda Setting & Materials - Rolling Agenda (2)