



AGENDA and NOTICE

SCHOOL COMMITTEE MEETING

Regular Session Meeting
Monday, December 11, 2023

LOCATION
Remote Location
Dial-In: 1 301 715 8592 Webinar ID: 853 0875 0164
URL: <https://us02web.zoom.us/j/85308750164>

AGENDA

7:00 p.m. Open Regular Session - Remote Call

- | | | | |
|----|--|-----------------------|---------|
| 1. | Public Comment | | 15 Mins |
| | <i>a. This is an opportunity for members of the community to address the School Committee. At the start of each regularly scheduled School Committee meeting, individuals will sign in for an opportunity to speak during public comment. School Committee Policy BEDH allots each speaker three (3) minutes to present their material and must begin their comments by stating their name and city/town. Public comment is not a discussion, debate, or dialogue between individuals and the School Committee. It is an individual's opportunity to express an opinion on issues within the School Committee's authority.</i> | | |
| 2. | Educational and Operational Matters | (Report) | 15 Mins |
| | <i>a. District Reports</i> | | |
| | <i>i. Director of Business and Human Resources Report</i> | | |
| | <i>ii. Assistant Superintendent Report</i> | | |
| | <i>iii. Superintendent's Report</i> | | |
| 3. | Business and Policy Matters | | |
| | <i>a. FY25 Budget Workshop and Review</i> | (Discussion / Action) | 60 Mins |
| | <i>b. Superintendent Contract</i> | (Discussion / Action) | 15 Mins |
| | <i>c. At-A-Glance Newsletter</i> | (Discussion / Action) | 15 Mins |
| | <i>d. Liaison Reports</i> | (Discussion) | 10 Mins |
| 4. | Adjournment | | |

"This listing of matters is those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.

*The next School Committee Meeting is scheduled for **December 18, 2023***

**Sudbury Public Schools
School Committee Meeting**

Date: December 11, 2023

Agenda Item: 3a
FY25 Budget Workshop and Review

Recommendation:

**Background
Information:**

Attachments:
SPS_InitialBudgetOverview_25

Action: XX **Report:** **Discussion:** XX

SPS FY25

Initial Budget Overview

December 11, 2023

Mission

The Sudbury Public Schools strive to enable all students to reach their intellectual and personal potential. The school system, in partnership with families and the community, will work with integrity and respect to realize the shared vision of enabling students to become lifelong learners and effective contributors of society.

Vision

We are committed to excellence in educating students to be knowledgeable, creative, independent thinkers who are caring collaborative members of the school and wider communities.

Equity Statement

Sudbury Public Schools are committed to welcoming, affirming, and celebrating all students, staff, and families.

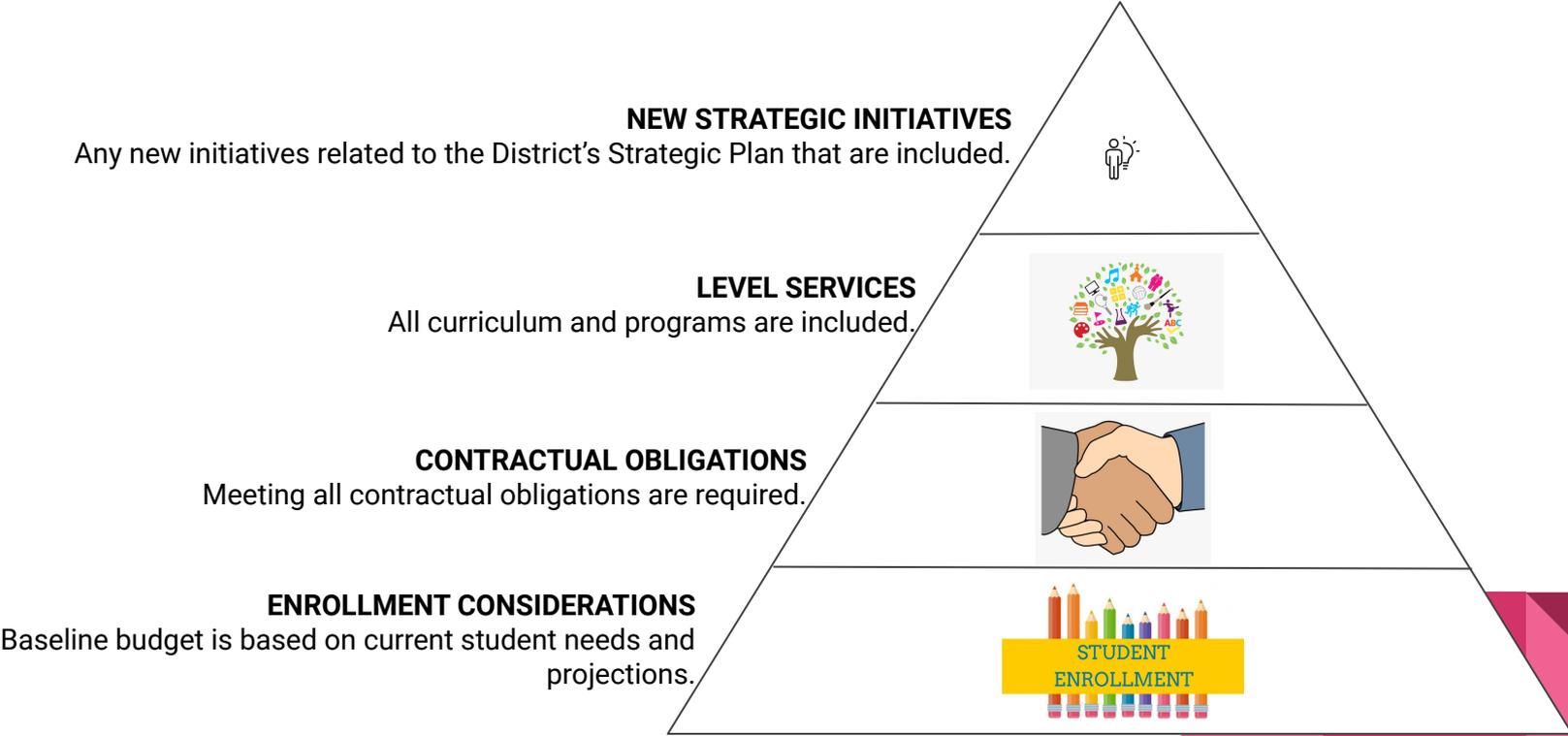
Sudbury Public Schools are committed to creating and sustaining a culture that promotes advocacy, equity, and justice for historically marginalized populations who have been systemically oppressed and excluded.

Sudbury Public Schools are committed to an anti-bias and anti-racist education that includes and values the perspectives and histories of diverse peoples.

SPS School Committee FY25 Budget Timeline



Budget Building



NEW STRATEGIC INITIATIVES
Any new initiatives related to the District's Strategic Plan that are included.

LEVEL SERVICES
All curriculum and programs are included.

CONTRACTUAL OBLIGATIONS
Meeting all contractual obligations are required.

ENROLLMENT CONSIDERATIONS
Baseline budget is based on current student needs and projections.



FY 25 NESDEC ENROLLMENT PROJECTION

School District: Sudbury, MA

11/15/2023

Enrollment Projections By Grade*																				
Birth Year	Births*		School Year	PK	K	1	2	3	4	5	6	7	8	9	10	11	12	UNGR	K-8	PK-8
2018	135		2023-24	75	260	287	274	243	314	272	273	268	290	0	0	0	0	0	2481	2556
2019	144		2024-25	75	274	279	298	278	248	314	269	275	268	0	0	0	0	0	2503	2578
2020	137	(prov.)	2025-26	75	260	294	289	302	284	248	311	271	275	0	0	0	0	0	2534	2609
2021	168	(prov.)	2026-27	76	319	279	305	293	308	284	246	313	271	0	0	0	0	0	2618	2694
2022	161	(prov.)	2027-28	76	306	342	289	309	299	308	281	247	313	0	0	0	0	0	2694	2770
2023	149	(est.)	2028-29	76	283	328	355	293	315	299	305	283	247	0	0	0	0	0	2708	2784
2024	152	(est.)	2029-30	77	288	303	340	360	299	315	296	307	283	0	0	0	0	0	2791	2868
2025	153	(est.)	2030-31	77	291	309	314	345	367	299	312	298	307	0	0	0	0	0	2842	2919
2026	157	(est.)	2031-32	77	298	312	321	318	352	367	296	314	298	0	0	0	0	0	2876	2953
2027	154	(est.)	2032-33	78	293	319	324	325	325	352	364	298	314	0	0	0	0	0	2914	2992
2028	153	(est.)	2033-34	78	291	314	331	328	332	325	349	366	298	0	0	0	0	0	2934	3012

Note: Ungraded students (UNGR) often are high school students whose anticipated years of graduation are unknown, or students with special needs - UNGR not included in Grade Combinations for 7-12, 9-12, etc.

Based on an estimate of births

Based on children already born

Based on students already enrolled

*Birth data provided by Public Health Vital Records Departments in each state.

** < 10 Not reported, to protect subgroups with fewer than 10 students.



FY25 Elementary Classroom Sections

	FY24	FY25	+/-
Haynes	19	20*	+1
Loring	21	21	0
Nixon	17	18*	+2
Noyes	24	24	0
Total	81	83	+3

We are building a budget to educate 2503 K-8 students, in addition to preschool students.

* subject to change

Class Size By Grade Level

Potential Class Size Without Additional Sections

Grade Level	Number of Classrooms	Average Class Size	Highest Class Size	Lowest Class Size
Kindergarten	14	18.2	20	17
Grade 1	14	18.6	21	17
Grade 2	14	20.5	22	19
Grade 3	14	19.6	23	18
Grade 4	11	22.1	25	20
Grade 5	14	22.4	25	23
Grade 6	12	22.6	Varies	Varies
Grade 7	12	22.8	Varies	Varies
Grade 8	14	19.1	Varies	Varies

Class Size Guidelines	Current
Kindergarten and Grade 1	20
Grade 2	22
Grades 3 to 8	24



Class Size By Grade Level

Potential Class Size With Additional Sections

Grade Level	Number of Classrooms	Average Class Size	Highest Class Size	Lowest Class Size
Kindergarten	14	18.3	20	17
Grade 1	14	18.6	21	17
Grade 2	14	20.5	23	19
Grade 3	14	19.6	23	18
Grade 4	12	20.3	25	16
Grade 5	15	20.9	25	18
Grade 6	12	22.6	Varies	Varies
Grade 7	12	22.8	Varies	Varies
Grade 8	14	19.1	Varies	Varies

Base Budget

FY24 Positions supporting Student needs and recovery	BCBA, Special Education Teacher, Guidance Counseling, ABA Tutors, and Mental Health Supports (7.4 FTE)
Summer Programming	Continue SPS Summer Program within the Operating Budget (FY24 SMILE - 184 students and EXPLORE - 129 students)
Early Childhood Expansion	Expand the preschool program to include longer and more flexible sessions (Year 1 - \$37,441 Y2 - \$15,157)
General Education Supports & Programming	MS Health and Wellness Teacher, School Support Specialist & Tutors, MS Executive Functioning Teacher, ELA Curriculum Materials & PD, MS Science Curriculum Pilot Materials & PD, Grade 8 Number Theory, Grade 7 Math Enrichment
Online Subscriptions	Online curricular materials, benchmarking tools, and operational subscriptions



Tier I Budget Initiatives

Enrollment Driven Increase	Enrollment changes at the schools have pushed class sizes close to the guidance in several cases. We have also seen an increase in enrollment necessitating an increase in administrative supports. (2.0 Classroom FTEs @ \$77,000 and .5 Assistant Principal @ \$60,000)
Curriculum Updates: PD and Resources	Professional development, instructional materials, and student resources to implement recommendations of Curriculum Review teams. Focus FY25 & FY26: elementary ELA, MS Science
UDL Retrofit of Classrooms	Equip classrooms with Universal Design for Learning Supports, e.g. interactive panels and audio assist devices (\$100,000 per year, using a 5 year cycle)
PD Stipends	Stipends to support teacher leadership in the areas of professional development and curriculum implementation (Full Implementation \$120,000)
Expansion of Project-Based Learning Opportunities	Integrated instructional experiences that provide students with the opportunity to connect learning to real-world applications



FY25 Budget Drivers

Steps and Lanes*	\$423,667
Cost Of Living Adjustment (2%)	\$429,667
Enrollment Driven Increases	Potential Additional Classroom Sections
Additional Staffing	Special Education Support Staff
Positions Funded by ESSER & ARPA Grants	Absorb Recovery Supports & Resources in Base Budget

*Salary differential based upon experience and education.



DESE Function Code

<u>EXPENSE (DOE Function Category)</u>	----- FY2024 -----			----- FY2025 -----		
	<u>Budget \$</u>	<u>+/- \$:</u>	<u>+/- %</u>	<u>Forecast \$</u>	<u>+/- \$:</u>	<u>+/- %</u>
Administration	\$ 1,261,022	\$ 55,728	4.62%	\$ 1,292,644	\$ 31,622	2.51%
Instructional Leadership	\$ 3,704,863	\$ 113,530	3.16%	\$ 3,865,500	\$ 160,637	4.34%
Teachers	\$ 22,592,788	\$ 894,026	4.12%	\$ 23,139,409	\$ 495,693	2.19%
Other Teaching Services	\$ 6,025,918	\$ 813,639	15.61%	\$ 6,146,557	\$ 120,639	2.00%
Professional Development	\$ 347,944	\$ 15,401	4.63%	\$ 349,723	\$ 1,779	0.51%
Instructional Materials/Equip/Tech	\$ 705,726	\$ 6,991	1.00%	\$ 728,386	\$ 22,660	3.21%
Guidance, Counseling, Testing	\$ 1,846,681	\$ 118,552	6.86%	\$ 2,033,567	\$ 186,886	10.12%
Pupil Services	\$ 3,392,196	\$ 85,744	2.59%	\$ 3,630,758	\$ 238,562	7.03%
Operations and Maintenance	\$ 3,030,896	\$ 329,220	12.19%	\$ 3,073,551	\$ 42,655	1.41%
Fixed Charges	\$ 210,880	\$ 5,880	2.87%	\$ 211,769	\$ 889	0.42%
<u>Out-of-District Expenditures</u>	\$ 1,239,629	\$ 70,168	6.00%	\$ 1,314,007	\$ 74,378	6.00%
TOTAL GF FORECAST \$:	\$ 44,358,543	\$ 2,508,879	5.99%	\$ 45,785,871	\$ 1,427,328	3.22%

Town Manager FY24 Budget Target (12/4/23)	\$ 45,785,871	\$ 1,427,328	3.22%
	+ / - diff \$:	\$	(0)

FY25 Budget Plan by DESE Object Codes

OBJ# MUNIS Account Summary Name:	FY2024	FY2025	vs. FY2024	
	<u>Budget \$</u>	<u>Budget \$</u>	<u>+ / - \$</u>	<u>+ / - %</u>
502 ART	\$ 466,511	\$ 480,466	\$ 13,955	2.99%
505 AUDIO VISUAL	\$ 51,541	\$ 52,058	\$ 517	1.00%
513 COMPUTER INSTRUCTION	\$ 437,630	\$ 413,245	\$ (24,385)	-5.57%
514 CURRICULUM DEVELOPMENT	\$ 916,120	\$ 937,653	\$ 21,533	2.35%
516 ELEMENTARY EDUCATION	\$ 8,036,955	\$ 8,315,252	\$ 278,297	3.46%
520 EARLY CHILDHOOD EDUCATION	\$ 126,525	\$ 130,270	\$ 3,745	2.96%
521 ENGLISH	\$ 727,468	\$ 752,797	\$ 25,329	3.48%
522 ENGLISH AS SECOND LANGUAGE	\$ 508,649	\$ 394,852	\$ (113,797)	-22.37%
524 FOREIGN LANGUAGE	\$ 775,430	\$ 801,893	\$ 26,463	3.41%
530 GUIDANCE	\$ 1,051,819	\$ 1,085,356	\$ 33,537	3.19%
531 HEALTH EDUCATION	\$ 213,980	\$ 218,259	\$ 4,279	2.00%
536 INSTRUCTION	\$ 106,607	\$ 107,674	\$ 1,067	1.00%
540 TECH ED (Technology/Engineering/Robotics)	\$ 245,552	\$ 255,964	\$ 10,412	4.24%
541 KINDERGARTEN	\$ 1,640,560	\$ 1,628,134	\$ (12,426)	-0.76%
544 LIBRARY	\$ 466,193	\$ 489,726	\$ 23,533	5.05%
555 MATHEMATICS	\$ 1,322,158	\$ 1,376,078	\$ 53,920	4.08%
560 MEDIA - COMPUTER SERVICES	\$ 290,880	\$ 293,789	\$ 2,909	1.00%
561 MIDDLE SCHOOL PROGRAMS	\$ 17,827	\$ 18,005	\$ 178	1.00%
563 MUSIC	\$ 633,511	\$ 654,580	\$ 21,069	3.33%
570 PHYSICAL EDUCATION	\$ 643,021	\$ 667,859	\$ 24,838	3.86%
572 PRE-SCHOOL EDUCATION	\$ 542,507	\$ 423,453	\$ (119,054)	-21.95%
573 PROFESSIONAL DEVELOPMENT	\$ 274,408	\$ 275,452	\$ 1,044	0.38%
575 READING	\$ 915,775	\$ 951,837	\$ 36,062	3.94%
582 SCIENCE	\$ 680,373	\$ 698,108	\$ 17,735	2.61%
583 SOCIAL STUDIES	\$ 815,479	\$ 836,625	\$ 21,146	2.59%
584 SPECIAL EDUCATION	\$ 8,783,976	\$ 9,266,961	\$ 482,985	5.50%
591 SPEECH	\$ 918,801	\$ 1,036,268	\$ 117,467	12.78%

FY25 Budget Plan by DESE Object Codes (cont.)

OBJ#	MUNIS Account Summary Name:	FY2024	FY2025	vs. FY2024	
		<u>Budget \$</u>	<u>Budget \$</u>	<u>+ / - \$</u>	<u>+ / - %</u>
594	SUBSTITUTES	\$ 393,387	\$ 393,571	\$ 184	0.05%
532	HEALTH SERVICES	\$ 484,154	\$ 515,371	\$ 31,217	6.45%
534	HOME STUDY	\$ 85,850	\$ 86,709	\$ 859	1.00%
564	OCCUPATIONAL THERAPY	\$ 443,141	\$ 418,619	\$ (24,522)	-5.53%
571	PHYSICAL THERAPY	\$ 212,738	\$ 217,857	\$ 5,119	2.41%
574	PSYCHOLOGICAL SERVICES	\$ 767,901	\$ 920,980	\$ 153,079	19.93%
585	EQUIPMENT (LEASE & REPLACEMENT)	\$ 88,880	\$ 89,769	\$ 889	1.00%
590	SPED CONSULTANTS	\$ 70,753	\$ 71,461	\$ 708	1.00%
596	TUITION (SPED OOD)	\$ 1,239,629	\$ 1,314,007	\$ 74,378	6.00%
605	VISION CONSULTANT	\$ 10,100	\$ 10,201	\$ 101	1.00%
602	TRANSPORTATION (REGULAR)	\$ 1,100,456	\$ 1,143,343	\$ 42,887	3.90%
603	TRANSPORTATION (SPED)	\$ 787,732	\$ 833,711	\$ 45,979	5.84%
610	CURRICULUM/LIBRARY/MEDIA	\$ 400,669	\$ 404,675	\$ 4,006	1.00%
515	CUSTODIAL SERVICES	\$ 1,054,669	\$ 1,071,948	\$ 17,279	1.64%
546	MAINTENANCE	\$ 830,230	\$ 844,146	\$ 13,916	1.68%
581	SAFETY PROGRAMS	\$ 57,000	\$ 57,000	\$ -	0.00%
593	SUPERINTENDENT'S OFFICE	\$ -	\$ -	\$ -	0.00%
501	ADMINISTRATION	\$ 3,365,895	\$ 3,462,574	\$ 96,679	2.87%
543	LEGAL SERVICES	\$ 75,176	\$ 75,928	\$ 752	1.00%
615	WATER	\$ 12,343	\$ 12,466	\$ 123	1.00%
616	ELECTRICITY	\$ 673,756	\$ 680,494	\$ 6,738	1.00%
617	HEATING OIL/GAS	\$ 408,980	\$ 413,070	\$ 4,090	1.00%
619	TELEPHONE	\$ 50,918	\$ 51,427	\$ 509	1.00%
621	STIPENDS	\$ 68,930	\$ 68,930	\$ -	0.00%
622	<u>403(b) MATCH</u>	<u>\$ 65,000</u>	<u>\$ 65,000</u>	<u>\$ -</u>	<u>0.00%</u>
		\$ 44,358,543	\$ 45,785,871	\$ 1,427,328	3.22%

**Sudbury Public Schools
School Committee Meeting**

Date: December 11, 2023

Agenda Item: 3b

Superintendent Contract

Recommendation:

Motion to approve the employment agreement as presented between Sudbury School Committee and Brad Crozier for the term of July 1, 2024 - June 30, 2029 and to authorize the Chair to sign on behalf of the School Committee.

**Background
Information:**

Attachments:

Superintendent Crozier 2024 to 2029 Employment Agreement 12.2023

Comp District Salaries - Dec 11, 2023

Action: XX Report: Discussion: XX

EMPLOYMENT AGREEMENT

BY AND BETWEEN

THE SUDBURY PUBLIC SCHOOLS SCHOOL COMMITTEE

AND

BRAD CROZIER

July 1, 2024 - June 30, 2029

This Employment Agreement (hereinafter referred to as “this AGREEMENT”) is made between the Sudbury Public Schools School Committee (hereinafter referred to as "the Committee") and BRAD CROZIER (hereinafter referred to as "the Superintendent" or “Mr. Crozier”). This AGREEMENT will be effective as of July 1, 2024 and as of July 1, 2024 shall supersede all prior agreements between the parties. For mutual consideration expressed herein, the parties agree as follows:

1. EMPLOYMENT: The Committee hereby agrees to continue to employ Mr. Crozier as Superintendent of the Sudbury Public Schools, and Mr. Crozier accepts such continued employment on the terms and conditions contained in this AGREEMENT.

2. DURATION: This AGREEMENT shall become effective on July 1, 2024. The Superintendent shall be employed as the Superintendent of the Sudbury Public Schools for five (5) years commencing July 1, 2024 and ending June 30, 2029, except as this AGREEMENT may be otherwise terminated prior to 2029 or extended by mutual agreement or terminated as provided herein. No later than April 30, 2028, the Committee shall notify the Superintendent in writing as to whether or not it desires to continue the Superintendent’s employment beyond June 30, 2029. Should the Committee and the Superintendent mutually desire to continue the Superintendent’s employment, they will make a good faith effort to complete negotiations for a successor employment agreement on or before June 30, 2028. If they are unable to agree upon a new employment agreement or an extension of this AGREEMENT, then this AGREEMENT will expire and the Superintendent’s employment will end on June 30, 2029.

3. COMPENSATION: The Committee recognizes the value of stability in the position of superintendent, that superintendents are often recruited to work in other districts when their compensation has not kept pace with the market range for the position, and that there is a significant monetary cost, expenditure of time, and disruption to the District associated with replacing a superintendent. Therefore, after review of the market range for superintendents, the Committee has determined that it is in the best interest of the Sudbury Public Schools to make a one-time market adjustment in compensation for Contract Year 2024-2025. The Superintendent will be paid a salary for each Contract Year in accordance with the following schedule:

<u>Contract Year</u>	<u>Salary</u>
July 1, 2024 - June 30, 2025	\$220,000
July 1, 2025 - June 30, 2026	\$224,000
July 1, 2026 - June 30, 2027	\$228,000
July 1, 2027 - June 30, 2028	\$232,000
July 1, 2028 - June 30, 2029	\$238,000

The Superintendent’s salary shall be subject to withholdings for state and federal taxes and other withholdings required by law or authorized by the Superintendent.

The Superintendent’s salary shall be earned ratably in each of the Contract Years (July 1, 2024- June 30, 2025; July 1, 2025-June 30, 2026; July 1, 2026– June 30, 2027; July 1, 2027 - June 30, 2028; and July 1, 2028 – June 30, 2029) and shall be prorated for work of less than a full Contract Year. The Superintendent’s salary shall be paid in equal installments in accordance with the procedures governing payment of other professional staff in the Sudbury Public Schools.

4. WORK YEAR AND LEAVE BENEFITS:

4.1 Work Year: The work year for the Superintendent is twelve months commencing July 1st of each Contract Year and ending the following June 30th. The Superintendent shall devote his full time, skill, labor and attention to the discharge of his duties as Superintendent for the Sudbury Public Schools, except as provided herein.

4.2 Vacation Leave: The Superintendent shall be entitled to twenty-five (25) paid days of vacation, exclusive of holidays, per contract year, prorated for less than a full contract year’s work. The Superintendent may carry over fifteen (15) days of vacation each contract year up to

a maximum of twenty (20) days of accrued vacation carryover. The Superintendent shall give notification to the Chairperson of the Committee of intention to take vacation. The Superintendent shall take vacation days when students are not in session unless approved by the Chairperson of the Committee.

4.3 Sick Leave: The Superintendent shall be entitled to fifteen (15) sick leave days, per contract year, with pay for work day absences due to illness or injury . Unused sick leave days will be cumulative from contract year to contract year and may accumulate up to a maximum of one hundred eighty (180) days. Upon the Superintendent's request, the Committee, in its discretion, may grant him up to forty-five (45) additional days of sick leave due to his personal injury or illness in the event that his accumulated sick leave is exhausted. Upon termination or expiration of this AGREEMENT, the Superintendent shall not be reimbursed for any unused sick days.

4.4 Holidays: The Superintendent will be entitled to all paid holidays granted to central office staff and which fall on a regular work day, or which fall on a weekend and which are celebrated by the State of Massachusetts on the preceding Friday or next Monday.

4.5 Personal Leave: The Superintendent may be permitted to use up to five (5) days with pay for personal business each contract year. Personal days shall not accumulate from contract year to contract year.

4.6 Bereavement Leave: The Superintendent may be permitted to use up to five (5) days as bereavement leave with pay to make funeral arrangements and/or travel to attend the funeral/memorial service for the Superintendent's family. Family is defined as the Superintendent's spouse, child, parent, sibling, parent-in-law.

4.7 Tax Sheltered Annuity: The Superintendent shall be eligible to participate in a 403(b) plan established by the Superintendent but administered through the Sudbury School Department and/or the Town of Sudbury. Any contributions will be made on a pre-tax basis to the extent permitted by law. It is the intent of the parties that any contributions to the 403(b)

plan will be regarded as regular compensation for retirement purposes to the extent permitted by law. The Committee shall match the Superintendent's contribution to his designated 403(b) plan by contributing up to the maximum provided for in the following schedule:

<u>Contract Year</u>	<u>Maximum contribution matched by Committee</u>
July 1, 2024 - June 30, 2025	\$5,400.
July 1, 2025 – June 30, 2026	\$5,500.
July 1, 2026 - June 30, 2027	\$5,600.
July 1, 2027 – June 30, 2028	\$5,700.
July 1, 2028 - June 30, 2029	\$5,800.

The Committee makes no representations or guarantees regarding whether the matching contributions by the Committee shall be determined to be regular compensation for retirement purposes.

5. REIMBURSEMENT FOR EXPENSES:

5.1 Business Expenses: The Committee shall reimburse the Superintendent for reasonable and necessary, documented expenses incurred in the performance of his duties upon the submission by the Superintendent of receipts of such expenses, including, but not limited to membership dues for professional organizations and associations not paid directly from Sudbury Public Schools.

5.2 Automobile Expenses: The Superintendent shall be provided with an annual vehicle allowance of five hundred fifty dollars (\$550.00) per calendar month and paid in payroll period installments. This allowance shall provide for all necessary travel mileage, tolls, and related costs.

6. HEALTH INSURANCE: The Superintendent shall be entitled to participate in the health insurance as offered to other professional employees for the School Department of the Town of Sudbury. If the Superintendent declines to obtain such health insurance, the Committee shall pay \$500.00 per month for each month Mr. Crozier voluntarily elects to not participate in the Town's health insurance plans (medical only). Mr. Crozier will provide proof of insurance from another provider and will be eligible to enroll if a "qualifying event" occurs. Upon enrollment, the health insurance payments shall cease.

7. **DUTIES:** The Superintendent shall faithfully, diligently and competently perform the duties and responsibilities of Superintendent as provided by law. The Superintendent shall serve as the chief executive officer of the School Department and have charge of the administration of the Sudbury Public Schools consistent with law and Committee policies and directives. The Superintendent shall fulfill obligations imposed by law and regulation and all of the terms and conditions of this AGREEMENT. He shall recommend regulations, rules, policies, and procedures deemed necessary for the good order of the school departments, and, in general, perform all duties incident to the office of the Superintendent, as provided by applicable laws and in accordance with the policies of the Committee, as they may be promulgated or modified from time to time.

8. **EVALUATION:** Subject to the requirements of the open meeting law, the Committee shall evaluate the Superintendent's performance and his working relationship with the Committee. The Superintendent will be evaluated by the Committee pursuant to the educator evaluation regulations (603 CMR 35.00) adopted June 28, 2011. The Superintendent shall be entitled to append his written comments or reflections concerning the evaluation to the document prior to its insertion into his personnel file.

9. **LICENSURE:** The Superintendent shall furnish suitable evidence of an appropriate licensure qualifying him to act as Superintendent as required by M.G.L. Chapter 71, Section 38G and further agrees to maintain said certificate in good standing throughout the term of this AGREEMENT.

10. PROFESSIONAL DEVELOPMENT AND CONSULTING:

10.1 Professional Development: The Committee agrees to reimburse the Superintendent for reasonable and appropriate professional development activities which include, but are not limited to, the following:

- A. In-service courses;
- B. Workshops offered by EDCO and other collaborative;
- C. Local, State and National Conferences sponsored by professional organizations;
- D. Visits to and observations of other school districts.

All out-of-state travel, in order to be eligible for reimbursement must be approved, in advance, by the Committee.

10.2 Consulting/Teaching: The Superintendent may, with the advance permission of the Committee, which shall not be unreasonably withheld, undertake and engage in speaking, lecture, writing, consultative work or academic teaching assignments or other activities of a professional nature, and may receive outside compensation for such work; provided, however, that such activities do not derogate from his duties under this AGREEMENT, violate any of the provisions of M.G.L. c. 268A or give the appearance of a conflict of interest.

11. INDEMNIFICATION:

11.1 In accordance with and to the extent provided by applicable Massachusetts General Laws Chapter 258, the Committee agrees to provide indemnification to the Superintendent against all uninsured financial losses arising out of any proceeding, claim, demand, suit or judgment by the reason of alleged negligence or other conduct resulting in bodily or other injury to any person or damage to the property of any person committed while the Superintendent is acting within the scope of his employment or under direction of the Committee. The parties understand and agree that this indemnification provision shall not apply to actions by the Committee to suspend and/or terminate the Superintendent.

11.2 The Superintendent shall, within four (4) calendar days of the time he is served with any summons, complaint, process, notice, demand or pleading, deliver a copy of the same to the Committee.

11.3 This Section 11 shall survive the termination of this AGREEMENT.

12. TERMINATION OF EMPLOYMENT AGREEMENT:

12.1 By the Superintendent: The Superintendent may terminate his employment by submitting his written resignation to the Committee with as much advance notice as possible but no less than one hundred twenty calendar (120) days advance notice. In the event of termination pursuant to this paragraph, the Committee shall not be required to pay, and the Superintendent shall not be entitled to receive salary payments and benefits payable after the effective date of the

Superintendent's resignation. The Superintendent may request to use his accrued vacation days prior to his separation from employment and/or the Committee may schedule the Superintendent for vacation days prior to his final day of employment.

12.2 By the Committee: During the term of this AGREEMENT, the Committee may suspend the Superintendent from his position as superintendent and/or may terminate his employment and this Employment AGREEMENT for insubordination, incompetency, neglect of duty, or other cause. "Good Cause" herein shall be defined as any ground put forth by the Committee in good faith that is not arbitrary, irrational, unreasonable or irrelevant to the task of building and maintaining an efficient school system. Prior to any termination for cause, the Committee shall provide the Superintendent with written notice of the reason, reasons, charge or charges against him, and the grounds on which such reason(s) or charge(s) is based. Provided that the Superintendent has made a request in writing to the Chairperson of the Committee within ten (10) calendar days of receipt of such written notice, the Committee shall provide the Superintendent with a hearing upon said reason(s) or charge(s). Such hearing shall be conducted in accordance with the provisions of the Open Meeting Law, Massachusetts General Laws, Chapter 30A. The Superintendent shall be entitled to have his legal counsel present to advise him. The Superintendent shall be responsible for paying all fees and costs associated with such legal counsel. The decision of the Committee, after such hearing, if any, shall be final and binding, except that the Superintendent may file a judicial action or agency action to challenge his dismissal. Subject to such judicial review as may be provided under applicable law. In the event of termination pursuant to this paragraph, the Committee shall not be required to pay, and the Superintendent shall not be entitled to receive salary payments and benefits payable after the effective date of termination. In the case of a termination, if it is determined that the termination was not for good cause, the judge's authority is limited to awarding the Superintendent monetary damages which may not exceed what the Superintendent would have been entitled to had his contract not been terminated prior to its expiration. In no case shall such award order or require the reinstatement of the Superintendent to his position.

The Superintendent may request to use his accrued vacation days prior to his separation from employment and/or the Committee may schedule the Superintendent for vacation days prior to his final day of employment.

12.3 For Disability: Subject to applicable law, if the Superintendent is absent from work on account of a disability for more than one hundred (100) calendar days, the Committee shall have the option of terminating his employment and this Employment AGREEMENT. If the Committee exercises its option to terminate the Superintendent's employment and this Employment AGREEMENT, the Superintendent shall not be entitled to receive salary payments and benefits payable after the effective date of such termination.

13. NOTICES: All notices required or desired to be given under this AGREEMENT will be deemed to be served if in writing and delivered by in-hand delivery to the Superintendent or sent by certified mail to the Superintendent's residence in the case of the Superintendent, or sent by certified mail to its central office in the case of the Committee with a copy sent by certified mail to the home address of the Chairperson of the Committee.

14. ENTIRE AGREEMENT: This AGREEMENT contains the whole agreement between the Committee and the Superintendent and effective July 1, 2024, supersedes all prior agreements between the Committee and Mr. Crozier. There have been no inducements, promises, terms, conditions, or obligations made or entered into by either party other than those set forth herein. No modification of or addition to this AGREEMENT shall be effective unless and until set forth in writing and signed by the parties.

15. REOPENER: No later than the first School Committee meeting in February 2028, the Committee and the Superintendent shall meet to negotiate potential changes to this AGREEMENT; such meeting shall be held in executive session pursuant to Massachusetts General Laws chapter 30A, section 21(a) for purpose (2) to conduct contract negotiations.

16. SEVERABILITY: If any term(s) or provision(s) of this AGREEMENT are held to be invalid or unenforceable for any reason by a court of competent jurisdiction, the validity and enforceability of the remaining terms and provisions shall not be affected, and such invalid and/or unenforceable term(s) and/or provision(s) shall be modified to the extent necessary to make it or them enforceable.

17. GOVERNING LAW: This AGREEMENT shall be interpreted, enforced, governed and construed under and in accordance with the laws of the Commonwealth of Massachusetts.

18. COUNTERPARTS: This AGREEMENT shall be executed in two counterparts, each of which shall be deemed to be an original and both of which taken together will be deemed one and the same instrument.

IN WITNESS WHEREOF the parties have caused this AGREEMENT to be subscribed in duplicate on this 11th day of December 2023.

Brad Crozier, Superintendent

Date: _____

**ON BEHALF OF THE SUDBURY SCHOOL COMMITTEE
BY:**

Silvia Nerssessian, School Committee Chairperson

Date: _____

**Superintendent Salaries
Comparable Districts
12/11/2023**

District	Superintendent Salary	Salary Year	FY23 # of Students (DESE)
Sudbury	\$191,000	FY24	2,535
Acton-Boxborough	\$234,840	FY23	5,133
Belmont	\$216,275	FY24	4378
Concord	\$233,545	FY24	3000
Lexington	\$286,760	FY23	6845
Lincoln	\$219,768	FY23	1003
Needham	\$251,637	FY23	5525
Wayland	\$255,000	FY25	2754
Wellesley	\$292,344	FY24	4158
Weston	\$246,897	FY24	2000
Winchester	\$225,000	FY23	4338

**Sudbury Public Schools
School Committee Meeting**

Date: December 11, 2023

Agenda Item: 3c

At-A-Glance Newsletter

Recommendation:

Motion to approve the Sudbury School Committee At-A-Glance Newsletter for December 2023 as presented / amended.

**Background
Information:**

A draft of the At-A-Glance newsletter has been provided for review and editing.

Attachments:

Draft December 2023 At-A-Glance

Action: XX Report: Discussion: XX



Sudbury School Committee At-A-Glance

January 2024

WHO WE ARE:

The **Sudbury School Committee** consists of five publicly elected members

Silvia Nerssessian, Chair

Meredith Gerson, Vice-Chair

Nicole Burnard

Mandy Sim

Sarah Troiano

WHAT WE DO:

4 Primary areas of responsibility

1. Establishing and reviewing **POLICIES** of the District
2. Approving and monitoring the school **BUDGET**
3. Oversight of the **SUPERINTENDENT**
4. Employer of Record for **COLLECTIVE BARGAINING AGREEMENTS**

KEY DECISIONS OVER THE LAST SIX MONTHS

- Created and approved the Sudbury School Committee [Goals](#) for 2023-2024
- Accepted a gift from Play Sudbury of a new gaga pit with an estimated value of \$2,200.00 for the Curtis Outdoor Health and Wellness Space
- Appointed Superintendent to the Board of Directors of the ACCEPT and CASE Collaboratives
- FY23 End of Year Budget Review; approved the recommended transfers for the close of FY23
- Approved multiple updates to the Sudbury School policies to align with MASC and Massachusetts General Law **too many to list, link to policy page?*
- Approved SPS Family Handbook for FY24
- Voted to approve the following Sudbury Public Schools warrant articles for Fall Town Meeting:
 - Article 11: Nixon Elementary School Roof Schematic Design Fees
 - Article 12: Increase to FY2024 Sudbury Public Schools General Fund Appropriation for Additional Chapter 70 State Aid
 - Article 13: Funding of State Approved Special Education Out of District Tuition Cost Increase
- Attended Special Fall Town Meeting, *articles 11 and 12 passed*
- Approved FY24 Revised Budget
- Approved letters of support for Town/School ADA transition Plan to the Massachusetts Office of Disability (MOD) for the following:
 - Accessible Pathways to Athletic Fields, Egresses, Accessible bench and picnic seating areas on the grounds of Town and PreK-8 Schools
 - Accessible Water Fountain Installations in Town and PreK-8 Schools
 - Assisted Listening Devices in Town and PreK-8 School meeting rooms and auditoriums
- Authorized trip for all 8th grade students to Washington D.C. in support of the Commonwealth's revised civics based humanities curriculum
- Approved FY24 Federal and State Entitlement Grants **list/describe grants?*

- Approved the 2023-2024 School Calendar
- Accepted Loring PTO donation to commission two murals in the amount of \$12,500
- **Approved the Superintendent's Recommended Budget for FY25; this is one of the most vital responsibilities of the Committee**

WHAT'S AHEAD

- Evaluate and vote on any Sudbury Public Schools related Town Meeting 2024 Warrants
- Conduct the Superintendent's Mid-Cycle Goals Progress Report as part of the Superintendent Evaluation process
- METCO presentation to School Committee
- Preparation for Sudbury Town Meeting
- Continue to monitor and update District policies

SCHOOL COMMITTEE SPOTLIGHT

Equity Statement

Sudbury Public Schools are committed to welcoming, affirming, and celebrating all students, staff, and families.

Sudbury Public Schools are committed to creating and sustaining a culture that promotes advocacy, equity, and justice for marginalized groups who have been systemically oppressed and excluded.

Sudbury Public Schools are committed to an anti-bias and anti-racist education that includes and values the perspectives and histories of diverse peoples.
(Voted and Approved February 3, 2021)

Read the [District's Equity Audit Report](#)

CONTACT INFORMATION

Please visit the [Sudbury School Committee Website](#) for contact information and the meeting schedule.