



AMENDED AGENDA and NOTICE SCHOOL COMMITTEE MEETING

Regular Session Meeting
Monday, March 3, 2025

LOCATION

Remote Location

Dial In: 1 301 715 8592 - Webinar ID: 854 9454 4589

URL: <https://us02web.zoom.us/j/85494544589>

AMENDED AGENDA

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

- | | | | |
|----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|---------|
| 1. | 1. Special Matters | (Discussion) | 30 Mins |
| | a. Legislative Forum, Senator Jamie Eldridge and Representative Carmine Gentile | | |
| | i. Introductions | | |
| | ii. Updates on initiatives that have been implemented in this past year that specifically impact the students in Sudbury Public Schools | | |
| | iii. Initiatives/budget items/Bills for upcoming year that specifically will impact the students in Sudbury Public Schools | | |
| | iv. Q&A from Members | | |
| 2. | 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 |
| | a. SEA Report (Stefanie Burrell) | | |
| | b. District Reports | | |
| | i. Director of Business and Human Resources Report | | |
| | ii. Assistant Superintendent Report | | |
| | iii. Superintendent's Report | | |
| 3. | Business and Policy Matters | | |
| | a. School Committee Meeting Schedule for FY26 | (Discussion/Action) | 20 Mins |
| | b. School Committee Goal Student Safety | (Discussion) | 20 Mins |
| | i. Say Something Follow-up | | |
| | c. School Committee Vacancy | (Discussion/Vote) | 20 Mins |
| | d. PBC Appointment Process | (Discussion) | 10 Mins |
| | e. Open Meeting Law Violation Complaints | (Discussion/Vote) | 10 Mins |
| | i. OML Complaint - Sudbury School Committee | | |
| | ii. OML Complaint - R. Thompson | | |
| | f. Future Agenda Items | (Discussion/Action) | 10 Mins |
| | g. Minutes (01/27/25 and 02/10/25) | (Discussion/Action) | 5 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 **Monday, March 17, 2025**

**Sudbury Public Schools
School Committee Meeting**

Date: March 3, 2025

Agenda Item: 3a

School Committee Meeting Schedule for FY26

Recommendation:

Move to approve the School Committee Meeting Schedule for FY26 as presented / amended.

**Background
Information:**

Attachments:

School Committee Meeting Schedule FY26

Action: XX Report: Discussion: XX



School Committee Meeting Schedule FY26

DAY	DATE	TIME	LOCATION	TYPE
Monday	July 21, 2025	7:00 PM	40 Fairbank Road; Room 214	Regular Session
Monday	August 4, 2025	7:00 PM	Remote	Regular Session
Monday	August 18, 2025	7:00 PM	40 Fairbank Road; Room 214	Regular Session
Monday	September 8, 2025	7:00 PM	Remote	Regular Session
Monday	September 22, 2025	7:00 PM	40 Fairbank Road; Room 214	Regular Session
Monday	October 6, 2025	7:00 PM	Remote	Regular Session
Monday	October 20, 2025	7:00 PM	40 Fairbank Road; Room 214	Regular Session
Monday	November 3, 2025	7:00 PM	Remote	Regular Session
Monday	November 24, 2025	7:00 PM	40 Fairbank Road; Room 214	Regular Session
Monday	December 1, 2025	7:00 PM	Remote	Regular Session
Thursday	December 4, 2025	7:00 PM	40 Fairbank Road; Room 214	Budget Review
Monday	December 8, 2025	7:00 PM	Remote	Budget Review
Monday	December 15, 2025	7:00 PM	40 Fairbank Road; Room 214	Regular Session/ Budget Hearing
Thursday	December 18, 2025	7:00 PM	Remote	Budget Review
Monday	January 12, 2026	7:00 PM	40 Fairbank Road; Room 214	Regular Session
Monday	January 26, 2026	7:00 PM	Remote	Regular Session

Monday	February 9, 2026	7:00 PM	40 Fairbank Road; Room 214	Regular Session
Monday	March 2, 2026	7:00 PM	Remote	Regular Session
Monday	March 16, 2026	7:00 PM	40 Fairbank Road; Room 214	Regular Session
Monday	March 30, 2026	7:00 PM	Remote	Regular Session
Monday	April 13, 2026	7:00 PM	40 Fairbank Road; Room 214	Regular Session
Monday	May 4, 2026	7:00 PM	LSRHS	Town Meeting
Monday	May 18, 2026	7:00 PM	Remote	Regular Session
Monday	June 1, 2026	7:00 PM	40 Fairbank Road; Room 214	Regular Session
Monday	June 15, 2026	7:00 PM	Remote	Regular Session
Monday	July 20, 2026	7:00 PM	40 Fairbank Road; Room 214	Regular Session

**Sudbury Public Schools
School Committee Meeting**

Date: March 3, 2025

Agenda Item: 3b

**School Committee Goal Student Safety
Say Something Follow-up**

Recommendation:

**Background
Information:**

Attachments:

Say Something SC Update 3_3_25

Action:

Report:

Discussion:

XX

School Committee Update 3-3-25



Say Something Details

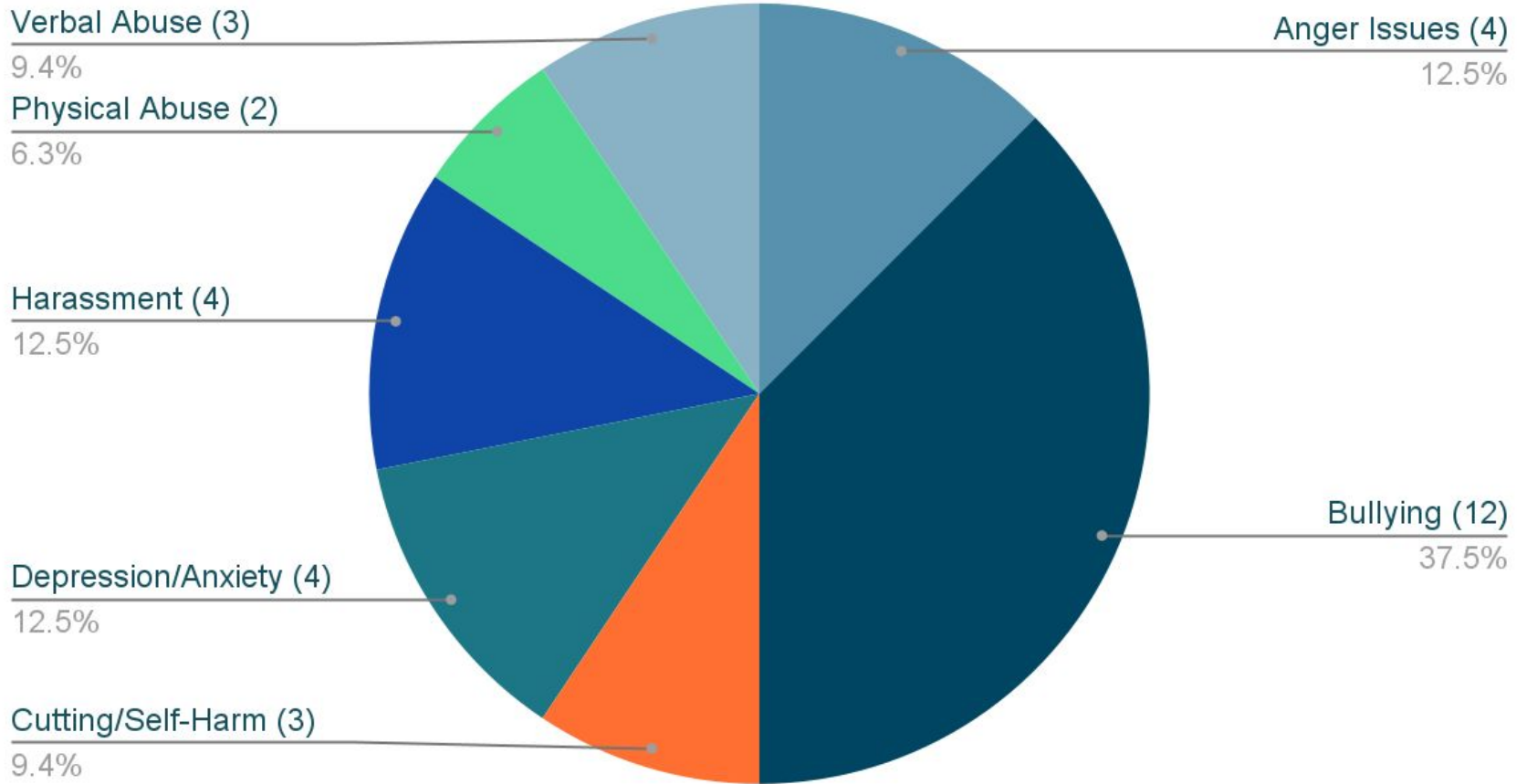
- The *Say Something* Anonymous Reporting System enables students to anonymously report an issue 24/7/365 through an app, hotline, or website when they think a classmate is at risk of harming themselves or others.
- The program includes an educational component that teaches students and others how to recognize warning signs of violence and self-harm.
- The goal is to help identify potential threats and to intervene before potential acts of violence occur.
- Skilled crisis counselors from *Say Something* respond to tips within seconds and notify SPS school personnel. In life-safety cases, they also contact Sudbury police.

Say Something Process

- ➔ Report received at Crisis Center via call, text, or online form
- ➔ Crisis Center interacts with reporter (if possible) and includes details in the online portal
- ➔ School Team is notified of the report and takes action - initial actions are documented in the online portal

If it is a Life Safety issue, school and district team members all receive texts/calls immediately.

Say Something Tip Categories



Tip Volume

PC Web Browser	19
Mobile Web Browser	14
Mobile App	8
Call Center	0
TOTAL	41

WHO DO I SAY SOMETHING TO?



A trusted adult.

**Who are your
trusted adults?**





ACT IMMEDIATELY
take it SERIOUSLY

When should you get help?

As soon as you see, hear, read,
or notice a warning sign.



Know the Warning Signs



Isolation	Bullying others
Talking about hurting others	Being the target of bullying
Talking about hurting themselves	Talking about weapons
Big mood swings	Hurting animals



The program was founded by family members who lost loved ones in the 2012 Sandy Hook Elementary School tragedy.



SAY SOMETHING
ANONYMOUS REPORTING SYSTEM

SEE IT. REPORT IT.



MOBILE APP



1-844-572-9669



SAYSOMETHING.NET



**Sudbury Public Schools
School Committee Meeting**

Date: March 3, 2025

Agenda Item: 3e

Open Meeting Law Violation Complaints

- i. OML Complaint - Sudbury School Committee**
- ii. OML Complaint - R. Thompson**

Recommendation:

i. Motion to authorize legal counsel to draft a response and authorize the Vice Chair to work with legal counsel to provide the necessary information to draft a response.

ii. Motion to authorize legal counsel to draft a response and authorize the Chair to work with legal counsel to provide the necessary information to draft a response.

**Background
Information:**

Attachments:

OMLComplainFeb14

PacEmail

Sudbury Policy Discussion _ Karen & Jason-21

Policy BDF

KarynsResponse - OML Complaint Form

KarynAgendaItem

Policy BGB

021025_School Committee Agenda.docx (1)

Policy KCB

Policy KDB

**(JBB, JB-B, JBD) Transgender and Gender Nonconforming Student -
history**

OML Complaint_2.10.25

OML Complaint Form

Action:

XX

Report:

Discussion:

XX

- o When you file your complaint with the Division, please include the complaint form and all documentation relevant to the alleged violation. You may wish to attach a cover letter explaining why the public body's response does not adequately address your complaint.
- o The Division will not review complaints filed with us more than 90 days after the violation, unless we granted an extension to the public body or you can demonstrate good cause for the delay.

TOWN CLERK
SUDBURY, MASS
2025 FEB 14 AM 11:28

If you have questions concerning the Open Meeting Law complaint process, we encourage you to contact the Division of Open Government by phone at (617) 963-2540 or by email at openmeeting@state.ma.us.



OPEN MEETING LAW COMPLAINT FORM

Office of the Attorney General
One Ashburton Place
Boston, MA 02108

Please note that all fields are required unless otherwise noted.

Your Contact Information:

First Name: Nicole Burnard

Address: 42 Great Lake Drive

City: Sudbury State: MA Zip Code: 01776

Phone Number: 617-680-3575 Ext. _____

Email: nicole_burnard@sudbury.k12.ma.us

Organization or Media Affiliation (if any): Sudbury School Committee

Are you filing the complaint in your capacity as an individual, representative of an organization, or media?
(For statistical purposes only)

Individual Organization Media

Public Body that is the subject of this complaint:

City/Town County Regional/District State

Name of Public Body (including city/town, county or region, if applicable): Sudbury School Committee, Sudbury Ma

Specific person(s), if any, you allege committed the violation: Karyn Jones

Date of alleged violation: 1/17/2025

TOWN CLERK
SUDBURY, MASS
2025 FEB 14 AM 11:28

Description of alleged violation:

Describe the alleged violation that this complaint is about. If you believe the alleged violation was intentional, please say so and include the reasons supporting your belief.

Note: This text field has a maximum of 3000 characters.

The presumed violation was discovered on January 29, 2025, during a local DEI Commission meeting. During the DEI meeting, a private citizen stated "The Policy Subcommittee worked really hard with the Director of Safe Schools on edits" implying the Sudbury School Committee Policy Subcommittee met with the Director of Safe Schools to discuss and make edits to a new policy the Subcommittee had been actively discussing, reviewing and creating. The private citizen also stated there was a newer version of the policy with edits she could share with the DEI Commission. The Policy Subcommittee met on November 21, 2024, and December 12, 2024, and this new policy was on both agendas, however the Director of Safe Schools was not present during either of these posted meetings.

I spoke with Ms. Jones on Saturday, February 1, 2025, and she confirmed the Policy Subcommittee met with the Director of Safe Schools on January 17th, 2025. The private citizen who made the statement during the DEI meeting was also present for this meeting. Ms. Jones stated they only discussed a bill she was hoping to have a Representative sponsor. Ms. Jones stated there was no policy discussion or edits made during their meeting. The Policy Subcommittee did not post the meeting for the public to attend, no agenda was created and there are no official minutes of the meeting.

Given the discrepancy between the statement the private citizen made and Ms. Jones' statement, I spoke with legal counsel who recommended I request information from Sudbury Public Schools, including the version history of the policy in question. The version history showed multiple edits were made by Ms. Jones on Friday, January 17th 2025, between 10:04am through 10:38am. The January 17th meeting in question started around 10am and ended around 10:45am. This was the same meeting Ms. Jones stated they only discussed a bill. In addition, noted in the policy version history, Ms. Jones trashed the policy shortly before our phone conversation on February 1, 2025.

I emailed the Director of Safe Schools, Jason Wheeler, and requested information as it pertained to their meeting discussion, however he preferred to discuss over the phone. I spoke with Mr. Wheeler on Friday, February 7, 2025, and he confirmed he met with the Policy Subcommittee and the private citizen on January 17th, 2025, around 10am. Mr. Wheeler stated their discussion centered around creating a LBGTQ+ Parent Advisory Council, not a bill. He also noted there were no policy discussions or edits made during the meeting other than to confirm that Ms. Jones sent him a copy of the policy at 10:38am to review and provide edits and possible suggestions.

The above information was shared with the public and Sudbury School Committee members during the Sudbury Public School meeting on February 10, 2025. During the meeting, it was decided to file an Open Meeting Law violation so the Attorney General can launch an official investigation. Given the discrepancy in information, I feel the alleged violation was intentional.

What action do you want the public body to take in response to your complaint?

Note: This text field has a maximum of 500 characters.

The Sudbury School Committee should cure the violation in open session, schedule additional Open Meeting Law training and submit the complaint to the Attorney General to launch an official investigation for a final ruling.

Review, sign, and submit your complaint

- I. Disclosure of Your Complaint.

Public Record. Under most circumstances, your complaint, and any documents submitted with your complaint, is considered a public record and will be available to any member of the public upon request.

Publication to Website. As part of the Open Data Initiative, the AGO will publish to its website certain information regarding your complaint, including your name and the name of the public body. The AGO will not publish your contact information.

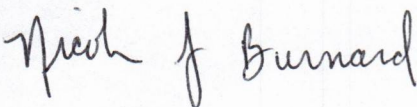
II. Consulting With a Private Attorney.

The AGO cannot give you legal advice and is not able to be your private attorney, but represents the public interest. If you have any questions concerning your individual legal rights or responsibilities you should contact a private attorney.

III. Submit Your Complaint to the Public Body.

The complaint must be filed first with the public body. If you have any questions, please contact the Division of Open Government by calling (617) 963-2540 or by email to openmeeting@state.ma.us.

By signing below, I acknowledge that I have read and understood the provisions above and certify that the information I have provided is true and correct to the best of my knowledge.

Signed: 

Date: 2/14/2025

For Use By Public Body

Date Received by Public Body:

For Use By AGO

Date Received by AGO:

TOWN CLERK
SUDBURY, MASS
2025 FEB 14 AM 11:00

Fwd: Introduction

Subject: Fwd: Introduction
From: Karyn Jones <karyn_jones@sudbury.k12.ma.us>
Date: 1/13/25, 22:24
To: "Wheeler, Jason (DESE)" <Jason.Wheeler2@mass.gov>

Hi Jason,

We have a meeting coming up soon where we will be reviewing the policy as a full committee. It is fine if you don't have any feedback, but please let me know if you do.

Karyn Jones
Sudbury School Committee

This email is intended for educational use only and must comply with the Sudbury Public Schools policies and state/federal laws. Please be advised that under Massachusetts Law, any email created or received by an employee of Sudbury is considered a public record. *Any review or distribution by others is strictly prohibited. If you are not the intended recipient please contact the sender and delete all copies.*

----- Forwarded message -----

From: **Karyn Jones** <karyn_jones@sudbury.k12.ma.us>
Date: Fri, Jan 3, 2025 at 2:41 PM
Subject: Fwd: Introduction
To: Wheeler, Jason (DESE) <Jason.Wheeler2@mass.gov>

Hi Jason - I would love any feedback you have regarding the draft policy before it comes to the full committee. Please feel free to give a call too. My number is 617.909.7019.

Karyn

----- Forwarded message -----

From: **Karyn Jones** <karyn_jones@sudbury.k12.ma.us>
Date: Wed, Jan 1, 2025 at 1:52 AM
Subject: Re: Introduction
To: Wheeler, Jason (DESE) <Jason.Wheeler2@mass.gov>

Hi Jason,

Fwd: Introduction

Now it is my time to apologize for the delay! I became very behind on everything "holiday" around my household...and now with a huge sleepover at my house of children under age ten, I'm trying to catch up on some School Committee work...while making sure they don't get into too much trouble.

I have attached a policy that was approved by the policy subcommittee of which I am a member. The policy will now go to the full committee. In writing the policy, I looked at different policies districts have as well as consulted with members of the community who I feel are very knowledgeable in this area. I would however love your opinion of the policy. The draft policy is attached.

I will also give you a call next week to see if there is a time where we can chat.

Thank you for all the work you do. And, happy New Year!

Karyn

On Wed, Dec 18, 2024 at 4:20 PM Wheeler, Jason (DESE) <Jason.Wheeler2@mass.gov> wrote:

Hi Karyn,

Thank you so much for reaching out. Amanda Letts prompted me to follow up with you, and I want to sincerely apologize for the delay in my response. Your message came in while I was out of the office for a week, and I must have overlooked it upon my return.

I would love to connect and discuss your questions about school committee policies and parent advisory councils. I think these are important topics that can really help foster inclusivity and support within schools.

Please feel free to call or text me at your convenience to set up a time that works for you. My cell phone number is 617.633.3292. I look forward to the opportunity to talk further and explore ideas.

Thank you again for your kind words and for the work you're doing in Sudbury Public Schools.

Warmly,
Jason

--

Jason P. Wheeler [he.him]

Director | [Safe Schools Program for LGBTQ Students](#)

Email: jason.wheeler2@mass.gov

Let's Connect: [Schedule a Meeting](#)

The Safe Schools Program for LGBTQ Students is a joint program of the Massachusetts Commission on LGBTQ Youth and the Massachusetts Department of Elementary and Secondary Education (DESE).

From: Karyn Jones <karyn_jones@sudbury.k12.ma.us>

Date: Saturday, November 16, 2024 at 8:22 AM

To: Wheeler, Jason (DESE) <Jason.Wheeler2@mass.gov>

Subject: Introduction

CAUTION: This email originated from a sender outside of the Commonwealth of Massachusetts mail system. Do not click on links or open attachments unless you recognize the sender and know the content is safe.

Hi Jason,

Fwd: Introduction

I am contacting you as an individual member of the Sudbury Public Schools' (SPS) School Committee, not on behalf of the Committee. SPS covers grades PreK-8, as we have a regional high school.

A resident forwarded me an email you sent about Safe Schools. I am on the policy subcommittee, and I am curious if you know of any school committee policies or towns that are doing a good job in this type of work.

Also, I am curious if you know of any towns that have parent advisory councils where the school committee votes to form an advisory committee so a group - like SEPAC- has the opportunity to work with the administration and advise the school committee on topics concerning the LGBTQ community. I recognize there are GSAs and Rainbow Clubs, but I am also curious about PACs as well.

Thank you so much for your time and everything you are doing.

Warmly,

Karyn

--

Karyn Jones

Sudbury School Committee

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Fwd: Introduction

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Karyn Jones
Sudbury School Committee

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--

Karyn Jones
Sudbury School Committee

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— Attachments: —

Transgender and Gender Nonconforming Student .docx

12.1 KB

Sudbury Policy Discussion | Karen & Jason

Subject: Sudbury Policy Discussion | Karen & Jason

From: "Wheeler, Jason (DESE)" <Jason.Wheeler2@mass.gov>

Date: 1/15/25, 11:59

To: Karyn Jones <karyn_jones@sudbury.k12.ma.us>

Zoom Meeting

<https://us02web.zoom.us/j/6504771925?pwd=ZCtiYjdXWDNHcXlhcDVVOWVuTVV6QT09>

Meeting ID: 650 477 1925

Passcode: 217550

One tap mobile

+16469313860,,6504771925#,,,,*217550# US

+13017158592,,6504771925#,,,,*217550# US (Washington DC)

—

▶ [Wheeler, Jason \(DESE\) has invited you to Sudbury Policy Discussion | Karen & Jason](#)

BDF - ADVISORY COMMITTEES TO THE SCHOOL COMMITTEE

The following general policies will govern the appointment and functioning of advisory committees to the School Committee other than the student advisory committee, which is governed by the terms of the Massachusetts General Laws.

1. Advisory committees may be created by the School Committee to serve as task forces for special purposes or to provide continuing consultation in a particular area of activity. However, there will be no standing overall advisory committee to the School Committee.
2. If an advisory committee is required by state or federal law, its composition and appointment will meet all the guidelines established for that particular type of committee.
3. The composition of task forces and any other advisory committees will be broadly representative and take into consideration the specific tasks assigned to the committee. Members of the professional staff may be appointed to the committee as members or consultants, as found desirable.
4. Appointments to such committees will be made by the Committee; appointment of staff members to such committees will be made by the School Committee upon recommendation of the Superintendent.
5. Tenure of committee members will be one year only unless the member is reappointed.
6. Each committee will be clearly instructed as to:
 - a. The length of time each member is being asked to serve.
 - b. The assignment the School Committee wishes the committee to fulfill and the extent and limitations of its responsibilities.
 - c. The resources the School Committee will provide.
 - d. The approximate dates on which the School Committee wishes to receive major reports.
 - e. School Committee policies governing citizens, committees and the relationship of these committees to the School Committee as a whole, individual School Committee members, the Superintendent, and other members of the professional staff.
 - f. Responsibilities for the release of information to the press.
7. Recommendations of committees will be based upon research and fact.
8. The School Committee possesses certain legal powers and prerogatives that cannot be delegated or surrendered to others. Therefore, all recommendations of an advisory committee must be submitted to the School Committee.
9. Advisory committees created under this policy are subject to the provisions of the Open Meeting Law.

The Committee will have the sole power to dissolve any of its advisory committees and will reserve the right to exercise this power at any time during the life of any committee.

LEGAL REF.: M.G.L. 30A:18-25

CROSS REF.: JIB, Student Involvement in Decision-making



Nicole Burnard <nicole_burnard@sudbury.k12.ma.us>

OML Complaint Form

Karyn Jones <karyn_jones@sudbury.k12.ma.us>

Fri, Feb 14, 2025 at 6:07 PM

To: Nicole Burnard <nicole_burnard@sudbury.k12.ma.us>, Brad Crozier <brad_crozier@sudbury.k12.ma.us>

Hi Nicole and Brad,

To clarify- Jason Wheeler and I were talking about the same conversation. The bill I was referencing had to do with PACs; that is what Jason is referring to. I also never said the Policy Subcommittee ever had a meeting. I said that Mary and I did meet together with Jason Wheeler and we did not discuss policy subcommittee business. The bill that we discussed is something that doesn't pertain to the school committee at all but is a private effort.

Karyn

[Quoted text hidden]

--

Karyn Jones
Sudbury School Committee

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[Quoted text hidden]



Nicole Burnard <nicole_burnard@sudbury.k12.ma.us>

Follow up

1 message

Nicole Burnard <nicole_burnard@sudbury.k12.ma.us>
To: Karyn Jones <karyn_jones@sudbury.k12.ma.us>
Bcc: Brad Crozier <brad_crozier@sudbury.k12.ma.us>

Thu, Feb 6, 2025 at 10:13 AM

Hi Karyn,

Thank you for chatting with me this past Saturday regarding my several concerns with regards to comments made by a private citizen during the DEI meeting on Wednesday, 1/29.

I've updated our lawyer on the following statements made during the DEI meeting by a private citizen:

1. "Policy Subcommittee is working really hard with Safe Schools to discuss and edit the policy"
2. She has the new updated policy, with the edits, she's willing to share with DEI commission (a policy not provided to the SC and not approved by the Subcommittee)
3. She's working with the SC on an LBGTQ+ Parent Advisory Council (not brought to the SC)
4. She's coordinating a meeting with Out Metrowest and the SC (not brought to the SC)

In addition, after our discussion, I provided the following information to our lawyer:

1. You, Mary, Safe Schools and the citizen met on Fri, 1/17 however it was to discuss a proposed bill and there was no discussion or edits made to the Policy. The private citizen coordinated the meeting and you were unaware Mary was invited and joining the meeting.
2. You did not give the citizen a copy of the policy, she probably received it from the Safe Schools representative.
3. You're not working with the citizen on the LBGTQ+ parent advisory council however you did request it as a future agenda topic during our meeting on 1/27.
4. You're not coordinating a SC meeting with Out Metrowest and the private citizen.

As I stated during our conversation, all of this needs to be discussed during an open session. I've added this topic to our agenda for Monday night so I can update the full SC on the comments made during the DEI meeting and your responses. We'll have to decide, as a full SC, what action we'll take moving forward.

Thank you,

Nicole Burnard
Chair, Sudbury School Committee

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BGD - SCHOOL COMMITTEE REVIEW OF PROCEDURES

It is expected that the Superintendent and administrative staff will need to issue procedures implementing policies of the School Committee. Many of these will be routine from year to year; others will arise in special circumstances; some will be drawn up under specific directions from the Committee.

The Committee may review the procedures developed by the Superintendent for the school system whenever they appear inconsistent with policy, goals, or objectives of the District, but it will revise or veto such procedures only when, in the Committee's judgment, they are inconsistent with policies adopted by the Committee.

The Committee will not officially approve procedures except as required by state law or in cases when strong community attitudes, or possible student or staff reaction, make it necessary or advisable for a procedure to have the Committee's advance approval.

Rules Pertaining to Staff and Student Conduct

Under Massachusetts law, the Superintendent is required to publish "rules and regulations pertaining to the conduct of teachers and students which have been adopted." Codes of discipline, as well as procedures used to develop such codes, shall be filed with the Dept. of Elementary and Secondary Education for information purposes only. Standards of conduct will be included in staff and student handbooks. These handbooks will be reviewed and approved annually by the School Committee.

LEGAL REF.: M.G.L. 71:37H



AGENDA and NOTICE SCHOOL COMMITTEE MEETING

Regular Session Meeting
Monday, February 10, 2025

LOCATION
Sudbury Public Schools
40 Fairbank Road; Room 214; Sudbury, MA 01776
Dial In: 1 301 715 8592 - Webinar ID: 884 8485 3296
Live Link: <https://us02web.zoom.us/j/88484853296>

AGENDA

6:30 p.m. Open Executive Session - Remote Call

Motion and vote to convene in executive session pursuant to Massachusetts General Laws chapter 30A section 21(a) for the following purpose:

1. Purpose (3) to discuss strategy with respect to and in preparation for collective bargaining with the Sudbury Education Association and the Education Support Professionals Association because an open discussion may have a detrimental effect on the bargaining position of the Committee.
2. Purpose (7) to review and approve minutes from the Sudbury School Committee executive session meeting of January 27, 2025.

7:00 p.m. Open Regular Session

1. Public Comment 15 Mins
 - 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.*
2. Educational and Operational Matters (Report) 15 Mins
 - a. SEA Report (Stephanie Cohen Mongeon)
 - b. District Reports
 - i. Director of Business and Human Resources Report
 - ii. Assistant Superintendent Report
 - iii. Superintendent's Report
3. Business and Policy Matters
 - a. Surplus Equipment (Discussion/Action) 10 Mins
 - b. Bus Contract Extension (Discussion/Action) 20 Mins
 - c. School Committee Mid-Year Goal Review (Discussion) 20 Mins
 - d. Tri-District Meeting (Discussion) 10 Mins
 - e. Sudbury School Committee Vacancy Update (Discussion) 10 Mins
 - f. Legislative Forum Discussion (Discussion) 10 Mins
 - g. Student Fees for FY26 (Discussion/Action) 15 Mins
 - h. Policy Subcommittee Compliance (Discussion/Action) 30 Mins
 - i. Sick Bank MOA (Discussion/Action) 10 Mins
 - j. Liaison Reports (Discussion) 10 Mins
 - k. Monthly Accounts Payable and Payroll Warrants Submission (Discussion) 5 Mins
 - l. Minutes (01/06/25 and 01/22/25) (Discussion/Action) 5 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 **Monday, March 3, 2025***

KCB - COMMUNITY INVOLVEMENT IN DECISION-MAKING

The School Committee endorses the concept that community participation in the affairs of the schools is essential if the school system and the community are to maintain mutual confidence and respect and work together to improve the quality of education for students. It therefore intends to exert every effort to identify the desires of the community and to be responsive, through its actions, to those desires.

All citizens will be encouraged to express ideas, concerns, and/or questions about the schools to the school administration, to any appointed advisory bodies, and to the Committee.

Residents who are specially qualified because of interest, training, experience, or personal characteristics, will be encouraged to assume an active role in school affairs. From time to time, these people may be invited by the Committee to act as advisors, either individually or in groups.

The Committee and the staff will give substantial weight to the advice they receive from individuals and community groups interested in the schools, particularly from those individuals and groups they have invited to advise them regarding specific problems, but will use their best judgment in arriving at decisions.

CROSS REF.: BDF, Advisory Committees to the School Committee

KDB - PUBLIC'S RIGHT TO KNOW

The School Committee is a public servant, and its meetings and records will be a matter of public information except as such meetings and records pertain to individual personnel and other legally confidential matters.

The School Committee supports the right of the people to know about the programs and services of their schools and will make every effort to disseminate information. All requests for information will be acted on fairly, completely and expeditiously.

All commonly available public record documents of the School District shall be posted on the district's website. The length of time such records shall remain posted on the district website shall be in accordance with the Municipal Record Retention Manual. In addition, the official minutes of the Committee, its written policies and regulations, and its financial records will be open for inspection at the office of the Superintendent by any citizen desiring to examine them during hours when the office is open. No records pertaining to individual students or staff members will be released for inspection by the public or any unauthorized persons by the Superintendent or other persons responsible for the custody of confidential files. The exception to this will be information about an individual employee (or student) that has been authorized in writing for release by the employee (or student, or student's parent/guardian).

Each building administrator is authorized to use all means available to keep parents/guardians and others in the particular school's community informed about the school's program and activities.

SOURCE: MASC - Updated 2022

LEGAL REFS.: M.G.L. 4:7; 66:10; 30A:18-25

CROSS REFS.: BEDG, Minutes
GBJ, Personnel Records
JRA, Student Records

NOTE: The cross references are to related categories in this manual.

Approved by Sudbury School Committee: October 3, 2023

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2025-01-13T22:10:11	1uyJENZdzbqLQy (JBB, JB-B, JBD)	Google Documer Unknown	Private	Copy	Karyn Jones create karyn_jones@su karyn_jones@sudbury.k12.ma.us	2600:4040:516c:5a00:ad74:86c4:50e2:4400



OPEN MEETING LAW COMPLAINT FORM

Office of the Attorney General
One Ashburton Place
Boston, MA 02108

Please note that all fields are required unless otherwise noted.

Your Contact Information:

First Name: Rebecca Last Name: Thompson

Address: 115 Moore Rd

City: Sudbury State: MA Zip Code: 01776

Phone Number: 6175043242 Ext. _____

Email: rct1977@gmail.com

Organization or Media Affiliation (if any): _____

Are you filing the complaint in your capacity as an individual, representative of an organization, or media?

(For statistical purposes only)

Individual Organization Media

Public Body that is the subject of this complaint:

City/Town County Regional/District State

Name of Public Body (including city/town, county or region, if applicable): Sudbury School Committee

Specific person(s), if any, you allege committed the violation: Nicole Burnard, Meredith Gerson, Mandy Sims

Date of alleged violation: 2/10/2025

Description of alleged violation:

Describe the alleged violation that this complaint is about. If you believe the alleged violation was intentional, please say so and include the reasons supporting your belief.

Note: This text field has a maximum of 3000 characters.

On 2/10/2025, three out of four Sudbury School Committee members met and discussed an agenda item labeled "Policy Subcommittee Compliance." This agenda item was about whether an OML complaint should be made by the school committee against itself, or more specifically against Member Karyn Jones, who could not be present at the meeting.

The policy subcommittee had been working on a Transgender and Gender Nonconforming policy. At this 2/10/2025 meeting which is recorded on Sudbury TV (Sudbury School Committee, 2/10/2025, 30:00), members Burnard, Gerson, and Sims did discuss the alleged violation, ultimately voting to authorize the chair to file an OML complaint against itself.

However, under the same agenda topic those three members intentionally violated open meeting law in an apparent attempt to discredit the member who was not present.

1 - They agreed to halt and "indefinitely postpone" any and all work around LGBTQ matters, whether related to "policy subcommittee compliance" or not.

2 - They also intentionally and actively discussed indefinitely postponing a future agenda item that surfaced during their 1/27/2025 meeting. At this meeting of the full committee, the committee voted affirmatively to discuss an LGBTQ Parent Advisory Council. Creation or discussion of a Parent Advisory Council is never the work of the policy subcommittee nor does it require policy work and therefore was not properly noticed under the agenda item "Policy Subcommittee Compliance."

Furthermore, Members Burnard, Gerson, and Sims deliberated on whether or not work done on a policy, even before the alleged OML violation, should be scrapped, ultimately deciding to get rid of it.

3 - They also opened a conversation up with the Superintendent on whether or not a Transgender and Gender Nonconforming policy is needed as the Superintendent stated SPS already has procedures in place for LGBTQ students. This discussion was not properly noticed with an agenda item called "Policy Subcommittee Compliance."

I believe Burnard, Gerson, and Sims intentionally broke OML by going off topic to discredit Member Jones, scrap work done on a Transgender and Gender Nonconforming policy, and indefinitely postpone the discussion of the possible creation of a LGBTQ Parent Advisory Council. These discussion items were reasonably anticipated by Chair Nicole Burnard, as she read into the record that she had discussed them with legal counsel prior to the meeting.

What action do you want the public body to take in response to your complaint?

Note: This text field has a maximum of 500 characters.

A future agenda item discussing the creation of a LGBTQ Parent Advisory Council was already voted upon affirmatively by the entire school committee in January. This discussion should proceed.

The policy subcommittee voted for a Transgender and Gender Nonconforming policy to go to the full committee for discussion at their 12/12/2024 meeting- about a month before the supposed OML complaint/violation. The full committee should proceed with this discussion.

Review, sign, and submit your complaint

I. Disclosure of Your Complaint.

Public Record. Under most circumstances, your complaint, and any documents submitted with your complaint, is considered a public record and will be available to any member of the public upon request.

Publication to Website. As part of the Open Data Initiative, the AGO will publish to its website certain information regarding your complaint, including your name and the name of the public body. The AGO will not publish your contact information.

II. Consulting With a Private Attorney.

The AGO cannot give you legal advice and is not able to be your private attorney, but represents the public interest. If you have any questions concerning your individual legal rights or responsibilities you should contact a private attorney.

III. Submit Your Complaint to the Public Body.

The complaint must be filed first with the public body. If you have any questions, please contact the Division of Open Government by calling (617) 963-2540 or by email to openmeeting@state.ma.us.

By signing below, I acknowledge that I have read and understood the provisions above and certify that the information I have provided is true and correct to the best of my knowledge.

Signed: _____

Hebecca C. Thompson

Date: _____

2/19/2025

For Use By Public Body
Date Received by Public Body:

For Use By AGO
Date Received by AGO:



The Commonwealth of Massachusetts
Office of the Attorney General
One Ashburton Place
Boston, Massachusetts 02108

OPEN MEETING LAW COMPLAINT FORM

Instructions for completing the Open Meeting Law Complaint Form

The Attorney General's Division of Open Government interprets and enforces the Open Meeting Law, Chapter 30A of the Massachusetts General Laws, Sections 18-25. Below is the procedure for filing and responding to an Open Meeting Law complaint.

Instructions for filing a complaint:

- o Fill out the attached two-page form completely. Sign and date the second page. File the complaint with the public body within 30 days of the alleged violation. If the violation was not reasonably discoverable at the time it occurred, you must file the complaint within 30 days of the date the violation was reasonably discoverable. A violation that occurs during an open session of a meeting is reasonably discoverable on the date of the meeting.
- o To file the complaint:
 - o For a local or municipal public body, you must submit a copy of the complaint to the chair of the public body AND to the municipal clerk.
 - o For all other public bodies, you must submit a copy of the complaint to the chair of the public body.
 - o Complaints may be filed by mail, by email, or by hand. Please retain a copy for your records.
- o If the public body does not respond within 14 business days and does not request an extension to respond, contact the Division for further assistance.

Instructions for a public body that receives a complaint:

- o The chair must disseminate the complaint to the members of the public body.
- o The public body must meet to review the complaint within 14 business days (usually 20-22 calendar days).
- o After review, but within 14 business days, the public body must respond to the complaint in writing and must send the complainant a response and a description of any action the public body has taken to address the allegations in the complaint. At the same time, the body must send the Attorney General a copy of the complaint and a copy of the response. The public body may delegate this responsibility to an individual member of the public body, its counsel, or a staff member, but only after the public body has met to review the complaint.
- o If a public body requires more time to review the complaint and respond, it may request an extension of time for good cause by contacting the Division of Open Government.

Once the public body has responded to the complaint:

- o If you are not satisfied with the public body's response to your complaint, you may file a copy of the complaint with the Division by mail, by email, or by hand, but only once you have waited for 30 days after filing the complaint with the public body. Mail may be sent to: The Division of Open Government, Office of the Attorney General, One Ashburton Place - 20th Floor, Boston, MA 02108. Emails may be sent to: openmeeting@state.ma.us.
- o When you file your complaint with the Division, please include the complaint form and all documentation relevant to the alleged violation. You may wish to attach a cover letter explaining why the public body's response does not adequately address your complaint.
- o The Division will not review complaints filed with us more than 90 days after the violation, unless we granted an extension to the public body or you can demonstrate good cause for the delay.

If you have questions concerning the Open Meeting Law complaint process, we encourage you to contact the Division of Open Government by phone at (617) 963-2540 or by email at openmeeting@state.ma.us.



OPEN MEETING LAW COMPLAINT FORM

Office of the Attorney General
One Ashburton Place
Boston, MA 02108

Please note that all fields are required unless otherwise noted.

Your Contact Information:

First Name: _____ Last Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone Number: _____ Ext. _____

Email: _____

Organization or Media Affiliation (if any): _____

Are you filing the complaint in your capacity as an individual, representative of an organization, or media?

(For statistical purposes only)

Individual Organization Media

Public Body that is the subject of this complaint:

City/Town County Regional/District State

Name of Public Body (including city/
town, county or region, if applicable): _____

Specific person(s), if any, you allege
committed the violation: _____

Date of alleged violation: _____

Description of alleged violation:

Describe the alleged violation that this complaint is about. If you believe the alleged violation was intentional, please say so and include the reasons supporting your belief.

Note: This text field has a maximum of 3000 characters.

What action do you want the public body to take in response to your complaint?

Note: This text field has a maximum of 500 characters.

Review, sign, and submit your complaint

I. Disclosure of Your Complaint.

Public Record. Under most circumstances, your complaint, and any documents submitted with your complaint, is considered a public record and will be available to any member of the public upon request.

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II. Consulting With a Private Attorney.

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By signing below, I acknowledge that I have read and understood the provisions above and certify that the information I have provided is true and correct to the best of my knowledge.

Signed: _____

Date: _____

*For Use By Public Body
Date Received by Public Body:*

*For Use By AGO
Date Received by AGO:*

**Sudbury Public Schools
School Committee Meeting**

Date: March 3, 2025

Agenda Item: 3g

Minutes (01/27/25 and 02/10/25)

Recommendation:

Move to approve the open session meeting minutes from the January 27, 2025 and February 10, 2025 meetings as presented / amended.

**Background
Information:**

Attachments:

012725_Sudbury School Committee Minutes_DRAFT

021025_Sudbury School Committee Minutes_DRAFT

Action: XX Report: Discussion: XX

Sudbury School Committee
Meeting Minutes - DRAFT
January 27, 2025

Members Present:

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

Also Present:

Brad Crozier, Superintendent
Annette Doyle, Assistant Superintendent
Melissa Morabito, SEA President and Grade 3 Teacher
Don Sawyer, Director of Business and Human Resources

Executive Session

Chair Nicole Burnard opened the meeting at 6:00 p.m. She performed a roll call and made an announcement that the session is being recorded, shared live for the public to see and hear and there should be no expected right to privacy, as this is a public forum. Meredith Gerson, Mandy Sim and Nicole Burnard all affirmed in the positive.

Executive Session Meeting

1. Open Executive Session
 - a. Vice Chair Meredith Gerson moves to convene in executive session pursuant to Massachusetts General Laws chapter 30A section 21(a) for the following purpose. Purpose 3 to discuss strategy with respect to and in preparation for collective bargaining with the Sudbury Education Association and the Education Support Professionals Association 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 meetings of September 24, 2024, November 4, 2024 and December 16, 2024 and will return to open session. Mandy Sim seconded the motion.
 - i. ROLL CALL VOTE:
 1. Mandy Sim: Aye
 2. Meredith Gerson: Aye
 3. Karyn Jones: Aye
 4. Nicole Burnard: Aye
 - a. **Vote:** 4-0. Motion carries.
 - b. Chair Burnard confirmed that the motion has passed and the Sudbury School Committee will enter into executive session pursuant to Massachusetts General Laws chapter 30A section 21(a) for the following purpose. Purpose 3 to discuss strategy with respect to and in preparation for collective bargaining with the Sudbury Education Association and the Education Support Professionals Association 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 meetings of

September 24, 2024, November 4, 2024 and December 16, 2024 and will return to open session.

2. Opening Statement / Regular Session

Chair Nicole Burnard opened the regular session meeting at 7:07 p.m. She performed a roll call and made an announcement that the session is being recorded, shared live for the public to see and hear and there should be no expected right to privacy, as this is a public forum. Meredith Gerson, Mandy Sim, Karyn Jones and Nicole Burnard all affirmed in the positive.

3. Public Comment

- a. Erin Muscatello, 19 Silver Hill Road, speaking on behalf of Sudbury for Digital Balance shared her support of a bell to bell no cell phone policy.
- b. Eric Wolf, Dakin Road, made a statement emphasizing that discussions about LGBTQ+ issues in schools should focus on people rather than policies or resources.

4. Educational and Operational Matters

- a. SEA Report (Melissa Morabito)
 - i. Ms. Morabito shared how Keys to Literacy is being implemented in the classroom, a review of the MLK holiday, upcoming celebrations for the 100th day of school and World Read Aloud Day at Haynes featuring virtual visiting authors.
- b. District Reports
 - i. Director of Business and Human Resources Report
 1. The FinCom Budget Hearing for FY26 is scheduled for Monday, February 3rd at 7:00 p.m. Superintendent Crozier and Mr. Sawyer will be attending.
 2. Mr. Sawyer is working on FinCom's annual multi-year reconciliation sheet that will be shared with the Committee prior to submitting to the Finance Committee.
 3. A guest chef visited Curtis recently. It was a successful event with a 20% increase in the daily meal count. He is set to return later this year, with additional visits planned for other schools as well.
 - ii. Assistant Superintendent Report
 1. An update was provided on the upcoming Professional Development day and what will be covered in each department. This includes Student Services working on the new IEP and the mental health team working with Dr. Alex Hirshberg on school avoidance.
 2. The planning for the SMILE and EXPLORE summer programs is underway. The dates for this year's program is July 7th - August 1st. Family letters are going out early next week to those students being recommended for the program.
 - iii. Superintendent's Report
 1. Elementary report cards will be posted in the ASPEN portal tomorrow.

2. Our annual Kickoff to Kindergarten virtual meeting is scheduled for tomorrow. A session for students with IEP's starts at 6:00 p.m. followed by a general session for all families starting at 7:00 p.m.
3. A transition meeting for fifth to sixth grade students is scheduled for February 27th. A session for students with IEPs will take place from 6:00 p.m. to 6:45 p.m., followed by a general session for all families at 7:00 p.m.
4. The District has received questions regarding LGBTQ+ students and concerns about immigration enforcement. The Superintendent confirmed that protections for LGBTQ+ students are upheld by DESE regulations and reiterated that schools do not participate in immigration enforcement. Additionally, plans are in place should immigration officials visit schools. He also noted that resources for families are available on the Massachusetts Attorney General's website.
5. The Committee inquired whether an email will be sent to families.

5. Business and Policy Matters

a. Cell Phone Use Policy

- i. Member Jones presented a draft of the policy previously reviewed in a Policy Sub Committee Meeting.
- ii. The Committee engaged in discussion asking questions related to how the topic reached the Subcommittee; current school practices and challenges faced, consequences not included in the policy, exemptions and documentation, how the policy relates to staff and overnight field trips.
- iii. Recommended edits were suggested and approved.
- iv. Policies related to parents and staff use will be considered at a future meeting.
 1. Karyn Jones moves to approve policy JJC Student Use of Technology being recommended by the Policy Subcommittee as amended. Mandy Sim seconded the motion.
 - a. ROLL CALL VOTE:
 - i. Mandy Sim: Aye
 - ii. Meredith Gerson: Aye
 - iii. Karyn Jones: Aye
 - iv. Nicole Burnard: Aye
 1. **Vote:** 4-0. Motion carries.

b. Town Meeting Warrant articles for Haynes and Nixon Roof Replacement

- i. Superintendent Crozier shared that the language in the warrants being presented is what MSBA is requiring us to use.
- ii. Questions from the Committee surrounded reimbursement and percentage amounts.
- iii. The Committee made a recommendation to include an adjustment to the report amounts to include a 6% escalation rather than a 3% escalation.
- iv. Vice Chair Meredith Gerson moves to approve the town meeting warrant articles for the Haynes roof replacement and the Nixon roof replacement as amended. Mandy Sim seconded the motion.
 1. ROLL CALL VOTE:

- a. Meredith Gerson: Aye
- b. Karyn Jones: Aye
- c. Mandy Sim: Aye
- d. Nicole Burnard: Aye
 - i. **Vote:** 4-0. Motion carries.

c. Budget Book

- i. A draft of the FY26 Budget Book was presented to the Committee.
- ii. Minor edits and recommendations were agreed upon.
- iii. Questions related to Tier 2 and strategic initiatives, the inclusion statement, and enrollment projections were asked.
 - 1. Vice Chair Meredith Gerson moves to approve the Budget Book of FY26 as amended. Mandy Sim seconded the motion.
 - a. ROLL CALL VOTE
 - i. Meredith Gerson: Aye
 - ii. Karyn Jones: Aye
 - iii. Mandy Sim: Aye
 - iv. Nicole Burnard: Aye
 - 1. **Vote:** 4-0. Motion carries.

d. FY25 Q2 YTD Budget Update

- i. Mr. Sawyer provided the Committee with a year-to-date budget update for the second quarter through December 2024, along with a forecasted budget for the remainder of the year. Transfer recommendations were also included.
- ii. The Committee's questions focused on circuit breaker for out-of-district overages, underfunding, professional development, and team chair funding.
 - 1. Vice Chair Meredith Gerson moves to approve the FY25 Q2 budget update as presented. Mandy Sim seconded the motion.
 - a. ROLL CALL VOTE:
 - i. Mandy Sim: Aye
 - ii. Karyn Jones: Aye
 - iii. Meredith Gerson: Aye
 - iv. Nicole Burnard: Aye
 - 1. **Vote:** 4-0. Motion carries.

e. Sudbury School Committee Vacancy Update

- i. Chair Nicole Burnard provided the Committee with an update on next steps including meeting with the Select Board to jointly appoint a member along with a timeline for the process.
- ii. The Committee engaged in conversation about how best to proceed.
- iii. The vacancy will be posted in early March with a meeting to follow later that month with the Select Board.

f. Superintendent Mid-Year Report

- i. Superintendent Crozier presented the Committee with his mid-year goal report.
- ii. Clarifying questions related to the K-8 Professional Development in writing was asked.

1. Vice Chair Meredith Gerson moves to accept the Superintendent's Mid-Year report. Mandy Sim seconded the motion.

a. ROLL CALL VOTE:

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

1. **Vote:** 4-0. Motion carries.

g. SPS Town Report (2024)

i. Once approved by the School Committee, this annual report which summarizes accomplishments made during the year gets submitted to the Town.

ii. Minor edits were recommended and accepted.

1. Vice Chair Meredith Gerson moves to approve the SPS Town Report as amended. Mandy Sim seconded the motion.

a. ROLL CALL VOTE:

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

1. **Vote:** 4-0. Motion carries.

h. Future Agenda Items

i. Karyn Jones made a motion for the School Committee to discuss creating an LGBTQ+ PAC like some other districts have recently been doing. Mandy Sim seconded the motion.

1. ROLL CALL VOTE

- a. Meredith Gerson: Aye
- b. Mandy Sim: Aye
- c. Nicole Burnard: Aye
- d. Karyn Jones: Aye

i. **Vote:** 4-0. Motion carries.

ii. Karyn Jones motioned to discuss possible appointment to the Permanent Building Committee. Meredith Gerson seconded the motion.

1. ROLL CALL VOTE:

- a. Mandy Sim: Aye
- b. Meredith Gerson: Aye
- c. Karyn Jones: Aye
- d. Nicole Burnard: Aye

i. **Vote:** 4-0. Motion carries.

i. Minutes (12/9/24, 12/16/24 and 12/19/24)

i. Vice Chair Meredith Gerson moves to approve the Sudbury School Committee open session meeting minutes from the December 9, 2024, December 16, 2024 and December 19, 2024 meetings as amended. Mandy Sim seconded the motion.

1. ROLL CALL VOTE:

- a. Meredith Gerson: Aye

- b. Karyn Jones: Aye
- c. Mandy Sim: Aye
- d. Nicole Burnard: Aye
 - i. **Vote:** 4-0. Motion carries.

6. Adjournment

- a. Chair Nicole Burnard moves to adjourn the meeting at 9:39 p.m. Mandy Sim seconded the motion.

- i. ROLL CALL VOTE:

- 1. Meredith Gerson: Aye
 - 2. Mandy Sim: Aye
 - 3. Karyn Jones : Aye
 - 4. Nicole Burnard: Aye
 - a. **Vote:** 4-0. Motion carries.

Respectfully Submitted,
Julie Williams
Executive Assistant to the Superintendent

Documents Reviewed During the January 27, 2025 School Committee Meeting

1. JIJC Student Use of Technology_Voted to be brought to Full Committee
2. FY26 SPS Haynes Roof Replacement MSBA Warrant Article
3. FY26 SPS Nixon Roof Replacement MSBA Warrant Article
4. FY26 Budget Book_DRAFT
5. Memo_SC_FY25 Q2 Budget Forecast_250127
6. Crozier_FY25_Mid-Year Report
7. SPS Town Report 2024
8. 120924_Sudbury School Committee Minutes_DRAFT
9. 121624_Sudbury School Committee Minutes_DRAFT
10. 121924_Sudbury School Committee Minutes_DRAFT

Additional Documents Reviewed

1. FY26 SPS CIP List and Costs
2. LanTelSCFollowUp_100824
3. SE24-L46 Grid Track Matting
4. Sudbury-Noyes
5. Sudbury-schools
6. Shephard Engineering School System Fire Alarm Proposal - VAV
7. Russo Barr Budgetary Estimates for Nixon and Haynes Roof Design and Replacement Costs October 3.2024
8. VAV Email proposal for HVAC Engineering study all schools

Sudbury School Committee
Meeting Minutes - DRAFT
February 10, 2025

Members Present:

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

Also Present:

Brad Crozier, Superintendent
Stephanie Cohen Mongeon, SEA Representative and Grade 5 Teacher
Annette Doyle, Assistant Superintendent
Don Sawyer, Director of Business and Human Resources

Regular Session Meeting

Chair Nicole Burnard opened the meeting at 6:30 p.m.

1. Open Executive Session
 - a. Vice Chair Meredith Gerson moves to convene in executive session pursuant to Massachusetts General Laws chapter 30A section 21(a) for the following purpose. Purpose 3 to discuss strategy with respect to and in preparation for collective bargaining with the Sudbury Education Association and the Education Support Professionals Association 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 January 27, 2025 and will return to open session. **Vote:** 4-0. Motion carries.
 - b. Chair Nicole Burnard confirmed that the motion has passed and the Sudbury School Committee will enter into executive session pursuant to Massachusetts General Laws chapter 30A section 21(a) for the following purpose. Purpose 3 to discuss strategy with respect to and in preparation for collective bargaining with the Sudbury Education Association and the Education Support bProfessionals Association 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 January 27, 2025 and will return to open session.
2. Opening Statement / Regular Session
Chair Nicole Burnard opened the meeting at 7:02 p.m. after having returned from Executive Session.
3. Public Comment
 - a. Karyn Jones, Sudbury resident, speaking on her own behalf and not as a member of the School Committee urged the Committee to consider remote participation for members during their meetings and advocated to add the transgender and gender nonconforming

student policy on a future agenda. She also made a statement regarding the former Policy Subcommittee's role in developing the gender identity policy and clarified who was and was not consulted during the process.

Karyn Jones dismissed herself from the meeting.

- b. Maria Caradonna, Ashland resident, urged for a commitment to student safety and success and emphasized the importance of ensuring that every student is seen, heard and valued.
 - c. Julie Jungalwala, Sudbury resident, shared her support of the Committee's work in developing a gender identity support policy and read a statement from the Department of Education regarding their vision for student success.
 - d. Amanda Letts, Sudbury resident, addressed misconceptions about LGBTQ students being labeled as a special interest group and continued to advocate for a gender identity policy. In addition she shared her support for hybrid School Committee meetings.
4. Educational and Operational Matters
- a. SEA Report (Stephanie Cohen Mongeon)
 - i. Ms. Cohen Mongeon shared how educators help prepare for the MCAS tests. This includes using Calm Classroom techniques, small incentives and sharing encouragement through cards from younger students. Additionally, younger students select books for students to read once they finish their exams.
 - b. District Reports
 - i. Director of Business and Human Resources Report
 - 1. Mr. Sawyer gave an update on a recent MSBA meeting he attended. He shared that compliance certifications, maintenance plans and schematic design funding have been submitted. Once reviewed, a Project Manager will be assigned.
 - 2. He extended best wishes to Marilyn Holmes, who will be retiring after 32 years of service to Sudbury Public Schools. Jean Maguire, another long term SPS employee will replace Marilyn.
 - ii. Assistant Superintendent Report
 - 1. Mrs. Doyle highlighted Dr. Alex Hirshberg's presentation on school avoidance during a recent professional development day. He will return for a virtual meeting for parents and educators on March 11th at 7:00 p.m.
 - 2. Leslie Smart continues to receive new folders for METCO students.
 - 3. Committee members asked about whether the presentation will be recorded and the current METCO enrollment numbers.
 - iii. Superintendent's Report
 - 1. The FY26 Budget Books have been distributed to all school buildings, Goodnow Library and the Senior Center with copies for the Select Board and Finance Committee on the way.

2. The Curtis Musical, Spongebob, is being presented from March 6th - 9th.
 3. With the recent snow day, the school calendar has been updated and the last day of school is now Monday, June 16th.
 4. The AI Taskforce course Superintendent Crozier is currently enrolled in is being extended through the remainder of the school year.
 5. The new student Art Gallery is on display at Central Office. Two showcases are scheduled for March 12 (for Noyes, Loring and Haynes schools) and March 19 (for Nixon and Curtis schools).
 6. Questions from the Committee related to the Budget Book distribution and the AI Taskforce course.
5. Business and Policy Matters
- a. Surplus Equipment
 - i. Superintendent Crozier shared that furniture being held aside that is no longer needed is being recommended for surplusing. A vote allows for re-sale or recycling.
 1. Vice Chair Meredith Gerson moves to vote to surplus the equipment as presented. Mandy Sim seconded the motion. **Vote:** 3-0. Motion carries.
 - b. Bus Contract Extension
 - i. The current bus contract is in year 3 with an option for an additional year. SPS shares the contract with LSRHS who voted in December to extend the contract for FY26.
 - ii. Questions related to an electric vehicle grant was asked.
 1. Vice Chair Meredith Gerson moves to approve the year 4 option transportation contract. Mandy Sim seconded the motion. **Vote:** 3-0. Motion carries.
 - c. School Committee Mid-Year Goal Review
 - i. The Committee reviewed their goals to date.
 - ii. Action items include edits to the School Committee site on the SPS website. Operating Protocols will be reviewed at a future meeting and to meet their Student Safety Goal, a presentation on the Say Something program will be presented in March.
 - d. Tri-District Meeting
 - i. Chair Burnard shared potential topics for review including holiday calendar and 8th - 9th grade transition meeting.
 - ii. The data required for the calendar review was discussed, along with questions about individual district vs. tri-district topics.
 - e. Sudbury School Committee Vacancy Update
 - i. Chair Burnard confirmed that the School Committee wishes to wait until after the town election to appoint a member as they would like to appoint someone the community elected.
 - ii. The Committee also discussed their comfort level with moving forward as a Committee of 4 until then.

- iii. Chair Burnard will follow up with the Select Board to confirm their decision.
- f. Legislative Forum Discussion
 - i. These meetings are generally held in March. The Committee discussed what they'd like updates on during the meeting including impacts on both federal funding and changes on the federal level.
- g. Student Fees for FY26
 - i. Mr. Sawyer reviewed his recommendations on Bus Transportation, Facility Use, Instrumental Music Lessons and Athletic and Extracurricular fees.
 - ii. He is recommending to keep the bus transportation and athletic and extracurricular activity fees the same with a slight increase in instrumental music lessons and facility use fees.
 - iii. Questions related to bus transportation increases was asked.
 - 1. Vice Chair Meredith Gerson moves to approve the student fees from FY26 as presented in the packet. Mandy Sim seconded the motion. **Vote:** 3-0. Motion carries.
- h. Policy Subcommittee Compliance
 - i. Chair Burnard shared concerns about a potential open meeting law violation by Policy Subcommittee members in relation to the Transgender and Gender Nonconforming Policy. She reviewed the timeline of events and provided the details to support the concern.
 - ii. Legal counsel was consulted and recommended addressing the potential violation, scheduling additional training and a complete policy revision when new School Committee members join later this Spring.
 - iii. The Committee engaged in discussion about concerns with continued open meeting law violations despite prior training, whether prior work on the policy can be considered, and to review a Parent Advisory Council once new members are appointed.
 - iv. Vice Chair Meredith Gerson moves to authorize Nicole Burnard to file an open meeting law violation regarding Policy Subcommittee work on the Gender Identity Policy related to that. Mandy Sim seconded the motion. **Vote:** 2-1. Motion carries.
- i. Sick Bank MOA
 - i. Vice Chair Meredith Gerson moves to approve the Memorandum of Agreement between the Sudbury School Committee and the Sudbury Education Association related to sick leave bank and authorize Brad Crozier, Superintendent of Schools to sign on the School Committee's behalf. Mandy Sim seconded the motion. **Vote:** 3-0. Motion carries.
 - ii. Vice Chair Meredith Gerson moves to approve the Memorandum of Agreement between the Sudbury School Committee and the Educational Support Professional Association of Sudbury regarding sick leave bank as presented and authorize Brad Crozier to sign on behalf of the Sudbury School Committee. Mandy Sim seconded the motion. **Vote:** 3-0. Motion carries.

- j. Liaison Reports
 - i. A revised Roles and Responsibilities graph was submitted to the School Committee to be brought to a future agenda.
 - ii. The Finance Committee hearing is being rescheduled to another date in February.
 - k. Monthly Accounts Payable and Payroll Warrants Submission
 - i. No further action required by the Committee.
 - l. Minutes (01/06/25 and 01/22/25)
 - i. Vice Chair Meredith Gerson moves to approve the Sudbury School Committee regular session meeting minutes from the January 6, 2025 and January 22, 2025 meetings as amended. Mandy Sim seconded the motion. **Vote:** 3-0. Motion carries.
6. Adjournment
- a. Chair Nicole Burnard moves to adjourn the meeting at 9:17 p.m. Mandy Sim seconded the motion. **Vote:** 3-0. Motion carries.

Respectfully Submitted,
Julie Williams
Executive Assistant to the Superintendent

Documents Reviewed During the February 10, 2025 School Committee Meeting

1. Surplus Furniture
2. Memo_SC_FY26 Bus Contract Optional Year 1_250205
3. 24-25SCGoalsdocx
4. SC vacancy
5. Memo_SC_FY26 FeeRecommendation_250206
6. SC Meeting Warrant Summary - 020725
7. 010625_Sudbury School Committee Minutes_DRAFT
8. 012225_Sudbury School Committee Minutes_DRAFT

Additional Documents Reviewed

1. PacEmail.pdf
2. (JBB, JB-B, JBD) Transgender and Gender Nonconforming Student - history (1).pdf