



AGENDA and NOTICE
SPECIAL SESSION
SCHOOL COMMITTEE MEETING

Select Board Meeting
Tuesday, December 9, 2025

LOCATION
Remote Location Meeting
Dial-In: 978-639-3366
URL: <https://zoom.us/j/360217080>

AGENDA

7:00 p.m. Virtual Meeting

1. The Sudbury School Committee will vote to enter a joint meeting with the Select Board to meet with candidates, deliberate and vote to fill a Committee vacancy.
2. Adjourn

"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."

MEMORANDUM

To: Karyn Jones, Chair Sudbury School Committee

From: Lisa Kouchakdjian, Chair Sudbury Select Board

CC: Sudbury School Committee and Sudbury Select Board

Date: Monday, December 8, 2025

RE: Process for Joint Appointment to the Sudbury School Committee

Purpose:

To interview applicants for the vacant Sudbury School Committee seat and jointly appoint one individual to serve until the conclusion of May Town Meeting 2026.

Process:

1. Interviews

- Applicants will be interviewed in the order in which applications were received.
- Members of the Select Board and School Committee will alternate asking questions, in alphabetical order by last name.
- Follow up questions may be permitted at the discretion of the Select Board Chair and must be for clarification only.

2. Deliberation

- Following all interviews, the two boards will engage in joint discussion regarding the applicants.

3. Nominations

- The Select Board Chair will open the floor for nominations.
- Motions will be considered in the order made.
- A motion to appoint must include the applicant's name and the term ending at the conclusion of May Town Meeting 2026.
- Once a motion receives a second, brief discussion may follow.

4. Voting

- The Select Board and School Committee will vote jointly, in alphabetical order by last name, with the Chairs of both boards voting last.
- Voting order for the meeting is as follows:
 - Nicole Burnard, Dan Carty, Janie Dretler, Radha Gargeya, Jessica McCready, Charlie Russo, Betsy Sues, Karyn Jones, and Lisa Kouchakdjian
- The first applicant to receive at least five affirmative votes will be appointed to the Sudbury School Committee for the stated term.

- If no applicant receives five votes, additional nominations will be taken until a nominee reaches the required majority.

Applicant Ellen Lederer-DeFrancesco

(Application received November 14, 2025)

- Two-minute Opening Statement
- Questions from Committee/Board Members
 1. Nicole Burnard
 2. Dan Carty
 3. Jessica McCready
 4. Janie Dretler
 5. Betsy Sues
 6. Radha Gargeya
 7. Karyn Jones
 8. Charlie Russo
 9. Lisa Kouchakdjian
- One Minute Closing Statement

Applicant Julie Durgin-Sicree

(Application received November 30, 2025)

- Two-Minute Opening Statement
- Questions from Committee/Board Members
 1. Nicole Burnard
 2. Dan Carty
 3. Jessica McCready
 4. Janie Dretler
 5. Betsy Sues
 6. Radha Gargeya
 7. Karyn Jones
 8. Charlie Russo
 9. Lisa Kouchakdjian
- One Minute Closing Statement

Applicant Tyler Steffey
(Application received December 3, 2025)

- Two-Minute Opening Statement
- Questions from Committee/Board Members
 1. Nicole Burnard
 2. Dan Carty
 3. Jessica McCready
 4. Janie Dretler
 5. Betsy Sues
 6. Radha Gargeya
 7. Karyn Jones
 8. Charlie Russo
 9. Lisa Kouchakdjian
- One Minute Closing Statement

TOWN OF SUDBURY
APPLICATION FOR APPOINTMENT

SELECT BOARD
278 OLD SUDBURY ROAD
SUDBURY, MA 01776

FAX: (978) 443-0756
E-MAIL: selectboard@sudbury.ma.us

Board or Committee Name: _____

Name: _____

Address: _____ Email Address: _____

Home phone: _____ Work or Cell phone: _____

Years lived in Sudbury: _____

Brief resume of background and pertinent experience:

Municipal experience (if applicable):

Educational background:

Reason for your interest in serving:

Times when you would be available (days, evenings, weekends):

Do you or any member of your family have any business dealings with the Town? If yes, please explain:

_____ (Initial here that you have read, understand and agree to the following statement)

I agree that if appointed, I will work toward furtherance of the committee's mission statement; and further, I agree that I will conduct my committee activities in a manner which is compliant with all relevant State and Local laws and regulations, including but not limited to the Open Meeting Law, Public Records Law, Conflict of Interest Law, Email Policy and the Code of Conduct for Town Committees.

I hereby submit my application for consideration for appointment to the Board or Committee listed above.

Signature _____ Date _____

Ellen Lederer-DeFrancesco, Ed.D.

Sudbury, MA 01776 | (646)373-3097 | doctorellend@gmail.com | [linkedin.com/ellenledererdefrancesco/](https://www.linkedin.com/ellenledererdefrancesco/)

Education Leader | Community & Family Advocate | Policy-Driven Champion for Strong Schools

Educator and community leader with over 20 years of experience spanning teaching, administration, and public service. Proven success uniting families, educators, and policymakers to advance equity, strengthen outcomes, and promote sustainability. Skilled in governance, policy development, and coalition building; committed to ensuring every student is supported and every family's voice is heard.

GOVERNANCE & POLICY LEADERSHIP

LEGISLATIVE ASSISTANT – OFFICE OF NASSAU COUNTY LEGISLATOR

2025

- Liaised between local government, schools, and community organizations to address constituent needs.
- Helped facilitate a community event that brought residents and local police together to strengthen relationships.

CANDIDATE FOR NY STATE ASSEMBLY DISTRICT 14

02/2024 – 11/2024

- Led grassroots campaign centered on education, equity, and community empowerment.
- Managed communications, fundraising, and volunteer operations; earned endorsements from leading advocacy groups.

PTA PRESIDENT & DISTRICT COUNCIL MEMBER – OCEANSIDE SCHOOL DISTRICT

2016-2020

- Drove districtwide collaboration to expand student resources and sustainability initiatives.
- Directed a sustainability initiative installing reusable water stations in every school.

COMMUNITY & PUBLIC ENGAGEMENT

COMMUNICATIONS & SOCIAL MEDIA COORDINATOR – CLIMATE REALITY LONG ISLAND

2023-2025

- Created and managed digital campaigns advancing environmental justice and civic participation.
- Partnered with state advocacy teams to align messaging with policy goals and community priorities.

PUBLISHER & COMMUNITY LIAISON – MACARONI KID

2010-2021

- Produced educational content and family resources for thousands of local readers.
- Managed a regional digital platform connecting families with local schools, events, and volunteer opportunities.

FOUNDER & EDITOR – LIVING CLEAN AND DIRTY

2014-PRESENT

- Built a national sustainability and education platform combining humor, storytelling, and advocacy.
- Collaborated with nonprofits and ethical brands to amplify environmental and social impact.

TEACHING & INSTRUCTIONAL EXPERIENCE

ENGLISH AS A SECOND LANGUAGE TEACHER – BARBIERI ELEMENTARY SCHOOL, FRAMINGHAM

PRESENT

ENGLISH AS A SECOND LANGUAGE TEACHER – NYC PUBLIC SCHOOLS

2003-2005

- Deliver differentiated ESL instruction for multilingual learners across grade levels.
- Foster inclusive classrooms and integrate literacy strategies across the curriculum.

PRESCHOOL TEACHER – TEMPLE EMANU-EL, LONG BEACH NY

2010-2011

ONLINE WRITING TUTOR – SMARTTHINKING ONLINE SERVICES

2007-2010

EDUCATION

COLUMBIA UNIVERSITY, TEACHERS COLLEGE

Doctor of Education & Master of Education: Educational Administration

THE GEORGE WASHINGTON UNIVERSITY

Master of Education: Secondary Education in English as a Second Language

Bachelor of Business Administration, International Business

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APPLICATION FOR APPOINTMENT

SELECT BOARD
278 OLD SUDBURY ROAD
SUDBURY, MA 01776

FAX: (978) 443-0756
E-MAIL: selectboard@sudbury.ma.us

Board or Committee Name: _____

Name: _____

Address: _____ Email Address: _____

Home phone: _____ Work or Cell phone: _____

Years lived in Sudbury: _____

Brief resume of background and pertinent experience:

Municipal experience (if applicable):

Educational background:

Reason for your interest in serving:

Times when you would be available (days, evenings, weekends):

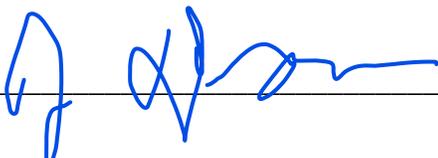
Do you or any member of your family have any business dealings with the Town? If yes, please explain:

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I hereby submit my application for consideration for appointment to the Board or Committee listed above.

Signature _____



_____ Date

Julie Durgin-Sicree

Sudbury, Massachusetts

+1-617-230-5797

jldurgin@hotmail.com

PROFILE:

Senior HR business leader, organization effectiveness expert, talent strategist, and executive coach with broad experience including change management, team effectiveness, culture evolution, talent management, and diversity, equity & inclusion. Passionate about developing leaders for sustainable organizational growth. Demonstrated success working with executives as a confidential advisor and strategic business partner who values the opportunity to strengthen business performance in a fast-paced, rapidly changing, values-centric organization. In addition to my corporate work, I am actively engaged in my community through volunteer service with HOPE Sudbury and involvement with the Dana-Farber Pan-Mass Challenge, reflecting my commitment to giving back and supporting critical health and humanitarian causes.

PROFESSIONAL EXPERIENCE:

TAKEDA, Lexington, MA

2016- Present

Takeda acquired Shire in 2019

HR Business Leader, US Business Unit- Medical, Patient & Market Access, E&C

2023- Present

- Lead critical strategic talent initiatives to build capabilities, enhance organizational culture, and facilitate change management in support of pivots in business strategy
- Partnered with leadership team to evolve organization design and implement new strategy to enhance agility, reduce costs, and improve spans and layers
- Partner with leadership on successful Medical field restructure and subsequent cultural rebuild
- Lead cross-functional succession planning including all TET-2 leaders to support cross-functional talent visibility and movement, focusing on enhancing enterprise leadership capabilities
- Collaborated with COEI partners to pilot Career Navigator and leverage resources in Change Management in support of culture and career growth
- Lead all talent processes including succession, talent review, performance management, compensation planning, promotion, and career pathing
- Leverage organization assessment tools including pulse checks, employee experience surveys, and listening sessions to support strategic business changes and talent engagement
- Partner with Talent COEi in creating new development pathways for internal talent including temporary rotational assignments, mentoring, and projects with cross-organization exposure
- Promote the development of my HR team on multiple topics including business acumen, financial processes, team effectiveness, organization change and employment law

HR Business Leader, Global Human Resources

2020- 2023

- Provide strategic HR Business Leadership to CHRO, HRLT and Global Human Resources community, ~800 employees spanning multiple geographies
- Assist leaders in creating people strategy and identifying long term organization and people capabilities to execute it
- Manage employee relations issues including performance management, performance improvement, employee concerns and manager development
- Facilitate processes to identify top talent and ensure investments are made to develop these individuals
- Lead and develop creation of HR Capability Model and design, develop, and deploy just in time learning curriculum
- Design and develop interactive SharePoint sites for HR onboarding and Data and Excel Upskilling Initiatives
- Work with intact teams globally to connect and align for maximum organizational effectiveness and engagement

Head of Global Organization Development and Effectiveness

2017-2020

- Enable HR business partners to drive workforce effectiveness by providing coaching, consulting and capability building in the areas of team effectiveness, organization design and change management
- Develop strategy to create an optimal experience for each employee within the organization. Implement strategy via launch of EVP Integration Roadmap, leading the Employee Experience Steering Committee & Employee Experience Network of change champions, and additional initiatives as determined by business

need

- Enhance Shire's culture and drive high degrees of employee engagement by ensuring the right programs, tools and monitoring mechanisms are in place
- Leverage the power of our collective differences and maintain an inclusive work environment by developing and deploying a strategic three-year Diversity and Inclusion Strategy

Talent and Organizational Development Partner, Research and Development

2016-2017

- Act as internal consultant to Research and Development function to help in identifying, addressing and solving business challenges
- Manage all talent and organizational development programs
- Serve as internal consultant to provide insights, expertise and solutions to solve concrete business challenges
- Collaborate with broader talent and organizational development team to design and implement priority initiatives (e.g. competency modeling, succession planning, etc.)

BIOGEN Cambridge, MA

2014- 2016

Associate Director, People and Organization Development

- Develop roadmap for building functional excellence within the commercial client organization
- Drive transformation of Biogen's culture through change management processes and tools to meet current business challenges
- Work closely with executives to identify and support high potential talent
- Consult on performance planning, individual development plans and assessment
- Partner with top executive team to improve effectiveness and efficiency around alignment, direction setting, decision making and communication in the function

GENZYME CORPORATION, A SANOFI COMPANY, Cambridge, MA

2002-2014

Senior Human Resources Business Partner, Global Quality

2011- 2014

- Consult with senior management to create organizational goals and develop and implement corresponding HR strategies to enable these efforts
- Provide organizational design consulting to the business to define the functional competencies, structures, reporting relationships, jobs and roles to align both people and processes around organizational goals
- Work closely with managers to optimize employee performance by identifying and clarifying problems; evaluating potential solutions; implementing selected solutions; and coaching and counseling managers and employees
- Coach leaders to enhance their leadership skills and proactively address employee morale and engagement
- Serve as project member for human resource related aspects of Consent Decree remediation activities

Consultant, Leadership and Organization Development

2007-2011

Professional Development Specialist, Leadership and Organization Development

2002-2007

EDUCATION AND PROFESSIONAL CERTIFICATIONS:

Bachelor of Arts, Psychology and Sociology, University of Rhode Island, Kingston, RI

Master of Arts, Administrative Studies, Boston College, Chestnut Hill, MA

Certificate in Advanced Management, Babson College, Wellesley, MA (anticipated May 2026)

Additional Certifications:

- Senior Professional, Human Resources (SPHR)
- Certified Executive Coach
- Insights Discovery Tool
- Myers Briggs Type Indicator
- Hogan Assessment Certified

VOLUNTEER ACTIVITIES:

- Pan-Mass Challenge Participant, 2023- Present
- HOPE Sudbury- 2025- Present

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SELECT BOARD
278 OLD SUDBURY ROAD
SUDBURY, MA 01776

FAX: (978) 443-0756
E-MAIL: selectboard@sudbury.ma.us

Board or Committee Name: Sudbury Public Schools School Committee

Name: Tyler Steffey
Address: 5 Checkerberry Circle Email Address: tylersteffey@gmail.com
Home phone: na Work or Cell phone: 617-875-1961

Years lived in Sudbury: 7.5 years

Brief resume of background and pertinent experience:
I am a career teacher, student advocate, and school administrator. For the past 10 years, I have served as a middle school assistant principal and principal. I am also a former member of the SPS SC - having served from 5/2021-7/2022. I serve on the Board at Greenwood Club and am the event organizer of the Sudbury PMC Kids Bike Ride.

Municipal experience (if applicable):
Career public school employee. Sudbury Public Schools School Committee, May 2021-July 2022.

Educational background:
Bachelor's Degree, Bowdoin College, 2004. Master's Degree in School Leadership, Harvard Graduate School of Education, 2015.

Reason for your interest in serving:
I am interested in serving on the school committee to help the team through this year's budget season. This process is familiar to me and I can hit the ground running. I feel I can be an experienced, stable voice during a period of hard decision making both budget and otherwise.

Times when you would be available (days, evenings, weekends):
Monday evenings and throughout the day with advanced planning.

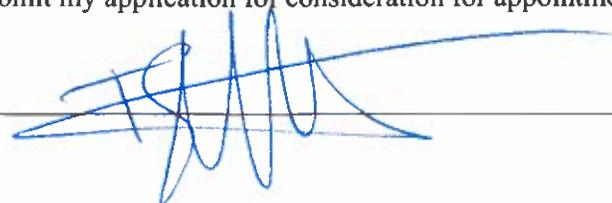
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No.

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Signature



Date

12/3/25