



AGENDA and NOTICE SCHOOL COMMITTEE MEETING

Regular Session Meeting

Thursday, December 18, 2025

LOCATION

Remote Location

Dial In: 1 301 715 8592 - Webinar ID: 818 3913 9333

URL: <https://us02web.zoom.us/j/81839139333>

AGENDA

7:00 p.m. Open Regular Session

Approximate Time

1. Public Comment 15 Mins
 - a. At the start of each regularly scheduled School Committee meeting, community members may address the Committee. Remote attendees on Zoom should use the "Raise Hand" feature (in the Reactions menu, or under "More" on mobile) and must type their full name into the Zoom name field to be called on. Per Policy BEDH, each speaker has up to three (3) minutes and must state their name and city/town. Public comment is not a discussion or debate, but an opportunity to share opinions on matters within the Committee's authority. Meetings are live-streamed and recorded for SudburyTV; participation constitutes consent to be recorded and broadcast.
2. Consent Calendar (Discussion/Action) 5 Mins
 - a. 2025-2026 School Committee Goal, After-School Care & Enrichment: Receipt of Memorandum from Sudbury Extended Day Regarding Current Enrollment Capacity, Community After-School Options, and Notable Trends, Challenges, and Opportunities. Discussion will take place as planned in January.
 - b. Receipt of Guidance on the New 2026 Annual Town Meeting Warrant Article Submission Process
3. Business and Policy Matters
 - a. Discussion and Potential Vote on the Naming of the Ephraim Curtis Middle School Auditorium (Discussion/Action) 20 Mins
 - b. FY27 Budget Workshop (Discussion/Action) 30 Mins
 - i. Preliminary, High-Level Options Pending Further Budget Forecast Review
 - ii. Summer 2026 ESY: What ESY will look like for students, including METCO Students and Students enrolled in Specialized Programs; Timeline Regarding District Communication with Families about Changes to SMILE
 - c. Approve 2026-2027 School Calendar (Discussion/Action) 10 Mins
 - d. Discussion regarding the Sudbury Select Board's Diversity, Equity, and Inclusion Commission (Discussion/Action) 10 Mins
 - e. Afterschool Care RFP Timeline (Discussion/Action) 10 Mins
 - f. Update About MASC Conference (Discussion) 10 Mins
 - g. 2025-2026 School Committee Goal: Review November Listening Session summary, attendance log, and survey data (Discussion) 10 Mins
4. Liaison & Subcommittee Reports (Report) 10 Mins
 - a. Liaison Reports: SEPAC, LGBTQ+ PAC, Select Board, Finance Committee, LS Regional High School, Energy & Sustainability Committee, Parks and Recreation Commission, MASC Delegate
 - b. Subcommittee Reports: Policy, Negotiations/Labor Relations, Calendar Review

- | | | |
|--|----------|--------|
| 5. Future Agenda Items | (Report) | 5 Mins |
| a. Rolling agenda provided as informational only; members may state items they would like to see on a future agenda. No discussion will occur in compliance with Open Meeting Law. | | |
| 6. 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 Chair will strive to honor timed items as best as possible.*

*The next School Committee Meeting is scheduled for **Tuesday, January 20, 2026***

**Sudbury Public Schools
School Committee Meeting**

Date: December 18, 2025

Agenda Item: 2 - Consent Calendar

- a. **2025-2026 School Committee Goal, After-School Care & Enrichment: Receipt of Memorandum from Sudbury Extended Day Regarding Current Enrollment Capacity, Community After-School Options, and Notable Trends, Challenges, and Opportunities. Discussion will take place as planned in January.**
- b. **Receipt of Guidance on the New 2026 Annual Town Meeting Warrant Article Submission Process**

Recommendation:

Motion to approve the consent calendar as presented / amended.

Background Information:

Originally, Sudbury Extended Day (SED) had been asked to attend the School Committee meeting to provide the Committee with a better understanding of the after-school care needs in Sudbury. This was scheduled for December. Due to concerns regarding conflict of interest, and under advisement of their Board of Directors and SED legal counsel, they are not able to present to the Committee as it could potentially jeopardize their ability to bid on the RFP in the spring. With that in mind, they provided a memorandum with factual information about enrollment, pressures, and maximum enrollment of other providers in the area.

Attachments:

1-After-School Care Memo

2-2026 Annual Town Meeting Warrant Open - Articles Due 1_30_26

3-Information on 2026 Warrant Article Submission Form

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



Per your request, outlined below is an overview of Sudbury Extended Day's current enrollment capacity as well as a list of additional after-school care options that also serve our community. While we have done our best to understand the breadth of options, this list may not fully represent what is available to families across our community. Rather, it is focused on providers who either provide a specific after-school care program offering or have expressed interest in expanding their programs to include after-school care.

Sudbury Extended Day: Current Capacity and Waitlist by Location

Location	Licensed Capacity	Fully Enrolled	Partially Enrolled	Waitlist
Curtis	65	57	0	0
First Parish	39	44	0	18
Haynes	117	128	8	14
Loring	130	132	9	37
Nixon	78	71	0	0
Noyes	104	104	0	0
Saint Elizabeth's	39	43	3	3
TOTAL	572	579	20	72

Licensed Capacity: The maximum number of students who can attend each location on a given day. Because not every student attends all five afternoons, SED can serve more students than is listed in our daily licensed capacity

Fully Enrolled: SED can honor the student's full registration request

Partially Enrolled: SED can honor some days of care, but the student is waitlisted on other days

After-School Care and Enrichment: Alternate Options for Families in our Community

Provider	Days of Care	Enrollment Capacity	Waitlist?	Transportation
Aruna's Place (Rt. 20)	Mon-Fri	12	No	Loring Bus
Celebree (Rt. 20)	Mon-Fri	20	No	Shared SED Bus
Code Ninjas (Rt. 20)	Tues-Fri	50	No	Parent transportation
Code Ninjas @ Loring	Fri	20	No	N/A; Onsite at Loring
Goddard School (Rt. 20)	Mon-Fri	14	No	Loring Bus, private transportation
LHA (Chiswick Park)	Mon-Fri	6	No	Parent and Private transportation
Maynard B&G Club	Mon-Fri	13	No	B&G Club Van from Haynes
Montessori (Rt. 117)	Mon-Fri	unknown	unknown	Private Bus contract via First Student
Primrose (Rt. 20)	Mon-Fri	20	No	~5 seats on Loring bus; parent transport
Springboard (Rt. 117)	Mon-Fri	unknown	unknown	
TPAC (Chiswick Park)	Wed only	20	Yes	Parent and Private transportation

Sudbury's After School Community Since 1984
365 Boston Post Road Suite 209 Sudbury MA 01776
(978) 443-5829
www.sudburyextendedday.org



Notable Trends, Challenges and Opportunities

1. Demand for after-school care has increased considerably since 2020, due to more dual-income households in our community. With the anticipated enrollment growth in SPS (NESDEC data), continuing to focus on after-school care expansion through town-wide collaboration remains a priority for Sudbury Extended Day.
2. Access to care is limited by:
 - a. SED licensed capacity, determined by available square footage and staffing by location
 - b. Limited after-school transportation to off-site care providers
 - c. Some providers noted challenges with staffing and access to outdoor space as barriers to expanding care
3. Opportunities – Near and Long Term:
 - a. Expanded transportation options: available buses/vans at each elementary school to transport students to alternate, offsite after-care providers. Transportation can be funded by care providers, offset by tuition or transportation fees passed along to families via providers at enrollment.
 - b. Use of town real estate/properties for expanded enrichment (Park and Rec, Sewataro)
 - i. Both locations would require transportation resources to maximize use of space and program offerings.
 - ii. Sewataro properties will likely need renovations in order to establish licensed programming in their space (heating, plumbing, ADA compliance)



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

[school_committee] 2026 Annual Town Meeting Warrant Open - Articles Due 1/30/26

1 message

Select Board's Office <selectboardsoffice@sudbury.ma.us>

Thu, Dec 11, 2025 at 5:17 PM

To: Department Heads <Supervisors@sudbury.ma.us>, "Crozier, Brad" <brad_crozier@sudbury.k12.ma.us>, Andrew Stephens <andrew_stephens@lsrhs.net>, Committees <Committees@sudbury.ma.us>

Cc: Julie Williams <Julie_Williams@sudbury.k12.ma.us>, Sharita Langston <sharita_langston@lsrhs.net>, Select Board's Office <selectboardsoffice@sudbury.ma.us>

Town Departments and Boards/Committees:

2026 Annual Town Meeting is scheduled to begin on May 4, 2026 at Lincoln-Sudbury Regional High School auditorium.

The Annual Town Meeting Warrant is now open.

The deadline to submit Town Meeting Warrant Articles is **Friday, January 30, 2026 at 12 PM.**Please submit articles via the **Warrant Article Submission Form – 2026 ATM**. Please see attached for more information about the new form.

Please let us know if you have any questions or encounter any technical issues.

Thank you,

Leila

SELECT BOARD/TOWN MANAGER OFFICE

TOWN OF SUDBURY

[278 OLD SUDBURY ROAD](#)[SUDBURY, MA 01776](#)

978-639-3381

[SUDBURY.MA.US](#)**Information on 2026 Warrant Article Submission Form.pdf**

570K

2026 ANNUAL TOWN MEETING

NEW WARRANT ARTICLE SUBMISSION PROCESS

Submission Deadline: Friday, January 30, 2026 at 12PM

Town Departments and Boards/Committees are asked to submit articles online via:

[Warrant Article Submission Form - 2026 ATM](#)

<https://forms.gle/pgU5Nv5D6iCvSP1e9>

The online form contains all the information from .docx submission form. The survey is shown below *for refence only* – please do not submit a .docx or .pdf to our office.

Please note, while this is a Google form, a *Gmail account is not required* to submit the form – *please use your Town email* for submissions.

Signatures

- Department submittals do *not* require a signature
- If an article is submitted of behalf of a **Board/Committee**, the **Meeting Approval Date** must be included with the submission

Confirmation

You will receive an email confirmation of your submittal from “**Forms Response Receipts** <forms-receipts-noreply@google.com>” with the Subject “**Thank you for filling out this form: Warrant Article Submission Form – 2026 ATM**”. Please see example below:

The image shows a screenshot of a Google Forms confirmation email and the form itself. The email header shows the sender as 'Forms Response Receipts <forms-receipts-noreply@google.com>' with a subject line 'Thanks for filling out this form: Warrant Article Submission Form - 2026 ATM'. The email body contains a warning icon and text: 'You're receiving this email because you filled out the following form using your email address. Make sure you recognize and trust this form before copying or clicking on any links. If it looks suspicious, [report it](#). The content of this form is not created or endorsed by Google.' Below this is a link to 'Edit response'. The form itself is titled 'Warrant Article Submission Form - 2026 ATM' and includes instructions: 'Please use this form to submit Town Department or Board/Committee articles for the 2026 Annual Town Meeting Warrant. Submission deadline is Friday, January 30, 2026 at 12PM.'

Please keep the confirmation email for your reference.

Revisions

The confirmation email includes an "Edit response" button, which is a link that enables you to modify your article submission. Please note that submitting a revision/edit will change the date of the *original* submission to the date of the *revised* submission.

The form will be disabled at 12:01PM on Friday, January 30, 2026.

Warrant Article Submission Form - 2026 ATM

Please use this form to

submit Town Department or Board/Committee articles for the 2026 Annual Town Meeting Warrant.

Submission deadline is Friday, January 30, 2026 at 12PM.

* Indicates required question

1. Email *

Town of Sudbury



2. Submitter First and Last Name *

3. Department or Board/Commission *

4. Article Title *

5. Warrant Report *

Please explaining the intent, purpose, and scope of article.

6. **Table or Spreadsheet**

Please provide any tables and/or spreadsheets in Excel or .csv format.

Files submitted:

7. **Meeting Approval Date**

If the article is submitted on behalf of a Board/Commission, please specify the date of the meeting when the Board/Commission voted to submit the article for the Town Meeting Warrant.

Example: January 7, 2019

MONIED ARTICLES

8. **Funding Source**

Please provide an explanation for any monied article that is not a Capital or Operating Budget request.

Mark only one oval.

☐ Operating Budget

☐ Capital Budget

☐ Other: _____

9. **Dollar Amount**

A Monied Article must specify the dollar amount requested.

This content is neither created nor endorsed by Google.

Google Forms

**Sudbury Public Schools
School Committee Meeting**

Date: December 18, 2025

Agenda Item: 3a

Discussion and Potential Vote on the Naming of the Ephraim Curtis Middle School Auditorium

Recommendation:

Move to approve the naming of the Ephraim Curtis Middle School Auditorium as presented / amended / discussed.

Background Information:

Sudbury Public Schools Policy FF (Naming of School Buildings, Structures, and Facilities) establishes that the School Committee has the authority to approve the naming and renaming of buildings, structures, and facilities located on school property, including subsections of existing facilities such as auditoriums, classrooms, and gymnasiums.

This authority is consistent with the School Committee's statutory powers under Massachusetts General Laws c. 71, § 68.

Attachments:

1-Policy FF
Recommendation to the Sudbury School Committee
Smith_Pic
PoemSubmission

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

File: FF - NAMING NEW FACILITIES

Naming a school facility is an important matter that deserves thoughtful attention. Personal prejudice or favoritism, political pressure, or temporary popularity should not be an influence in choosing a name for a school, a portion of a school, or a portion of school grounds. Whenever possible, the wishes of the community, including parents and students, should be considered in naming school facilities.

The School Committee has the authority to approve the naming and renaming of buildings, structures, and facilities located on school property. The School Committee also has the authority to name subsections of existing structures or facilities, such as classrooms, auditoriums, and gymnasiums.

Names and/or wording associated with school facilities shall be consistent with school district policies and promote messages aligned with the mission, vision and goals of the school district. To the extent possible, names and/or wording should be designed not to restrict the use of a space or inhibit changing the function of the space should that become necessary in the future.

When the opportunity to name or dedicate a new school or school related property, structure or facility is forthcoming, an orderly procedure will be communicated at the next available School Committee meeting. The Committee's agendas should clearly reflect the intent to consider, review, and vote on naming opportunities.

Submission of a name for a school space may be made by any resident or by the Superintendent, in writing, and should be made to the School Committee Chair. If a name is being initiated at the local school level, the Principal must take reasonable steps to include the School Council and PTA/PTO in the nomination of the name before submission to the School Committee.

The written request should specify the intent of the requestor and the reasons why this particular name would fit the facility. It should offer appropriate background information on the person or organization after which the facility will be named. An offer of a financial contribution to the School District may accompany the naming request, but the School Committee is not obligated to accept or reject a name based upon financial considerations alone. Philanthropic contributions in support of the School District are encouraged by the School Committee. The School Committee may acknowledge generous donors by designating appropriate spaces within the School District's facilities consistent with the level of financial commitment.

Following the submission of a naming request, the School Committee Chair will specify a consideration period that allows for public comment, following which the Committee will deliberate and vote on the name.



Sudbury Public Schools

*40 Fairbank Road
Sudbury, Massachusetts 01776
Phone: (978) 639-3211*

Brad J. Crozier

Superintendent of Schools
brad_crozier@sudbury.k12.ma.us

Recommendation to the Sudbury School Committee Naming of the Curtis Middle School Auditorium

I recommend that the Sudbury School Committee formally name the Curtis Middle School auditorium in honor of Dr. William “Smitty” Smith.

Dr. Smith served as Principal of Curtis Middle School from 1978 to 1983 and was the first and only Black principal in Sudbury Public Schools. His leadership, educational vision, and deep commitment to students and staff left a lasting impact on the school community.

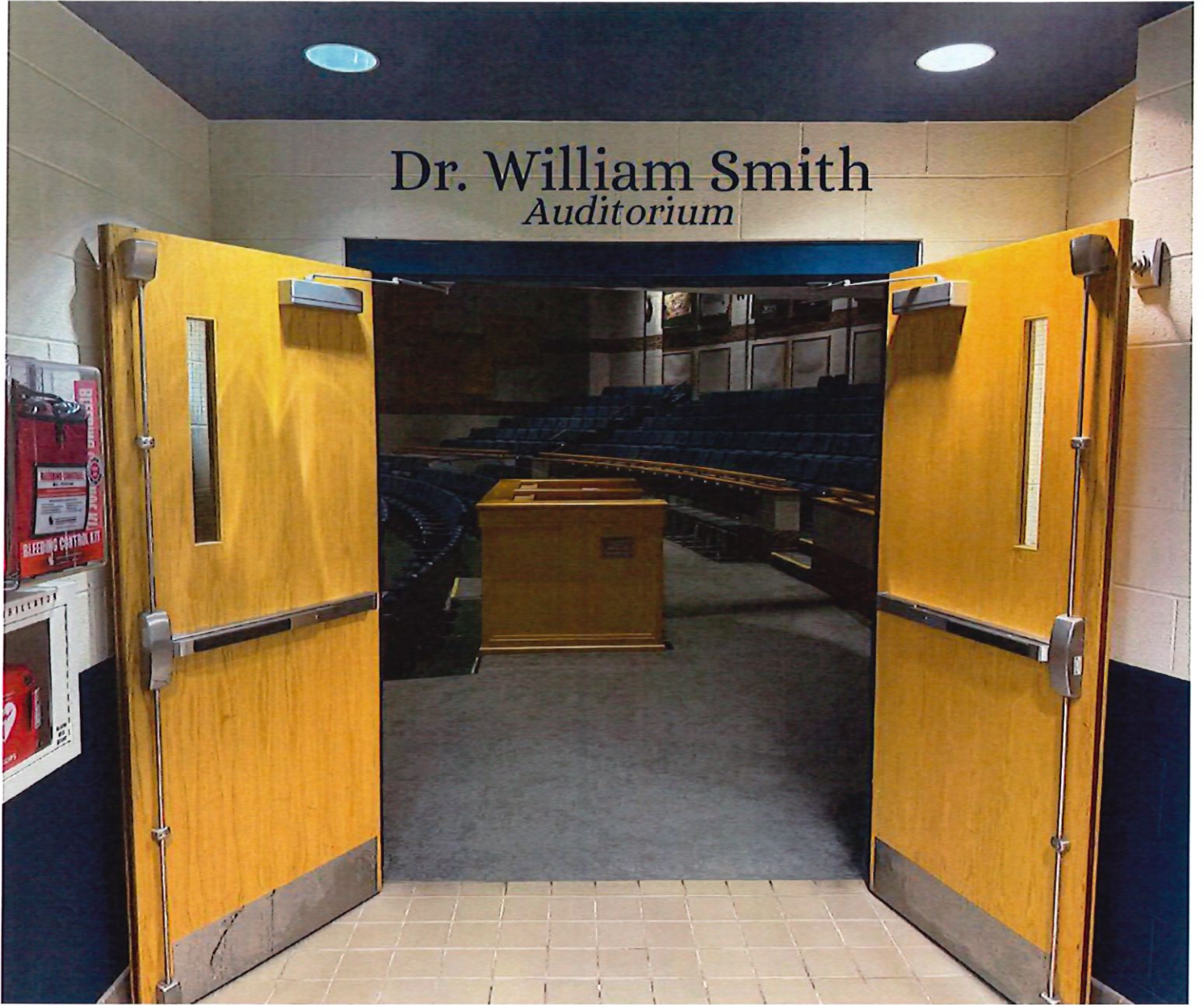
Beyond Curtis, Dr. Smith devoted more than 50 years to the Sudbury community. He was a founder of Race Amity Day in Sudbury, a member of the Human Rights Council, a youth sports coach, a town board member, and a nationally recognized educator, military veteran, and civil rights leader.

Naming the Curtis auditorium after Dr. Smith would:

- Honor his historic and distinguished service to Sudbury Public Schools
- Recognize a lifelong commitment to education, equity, and community building
- Provide a lasting educational symbol aligned with the values we seek to instill in students

This designation would be a fitting and meaningful tribute to a leader whose legacy continues to shape Curtis Middle School and the broader Sudbury community.

Dr. William Smith
Auditorium



REFLECTIONS

Dr. Smith

by Robin Espinola

"What was he like?" is what they all said,
"Why did his leaving cause tears to be shed?"
"I'll tell you", I told them, "This is how he behaved,
This Dr. Smith person about whom we raved.
During the day he could be found
Deep in the office rushing around,
Or saying 'Hello' to the kids in the halls
Or dealing with obscenities scribbled on walls.
He always had something pleasant to say
Over the intercom every day.
He was never too busy to chat for awhile
Or to say "How're ya doing?" or wave, or just smile.
From his years of experience he captured the essence
Of how to deal with us adolescents.
When we weren't being good, you know what he did,
He told us 'bout the bad things he'd done as a kid.
I figure he had to have been very strong
To put up with us crazy kids for so long.
He did his job well in the time he was here
And I'm sure he'll do well in his brand new career.
And so, Dr. Smith, the students and me
Wish you good luck in the land of T.V.!"

**Sudbury Public Schools
School Committee Meeting**

Date: December 18, 2025

Agenda Item: 3b

FY27 Budget Workshop

- i. Preliminary, High-Level Options Pending Further Budget Forecast Review
- ii. Summer 2026 ESY: What ESY will look like for students, including METCO Students and Students enrolled in Specialized Programs; Timeline Regarding District Communication with Families about Changes to SMILE

Recommendation:

Background Information:

Attachments:

FY27 Budget Hearing Presentation_251215
MEMO to SC RE_ Summer 2026 ESY

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



SPS FY27

Public Hearing on Budget

December 15, 2025

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.

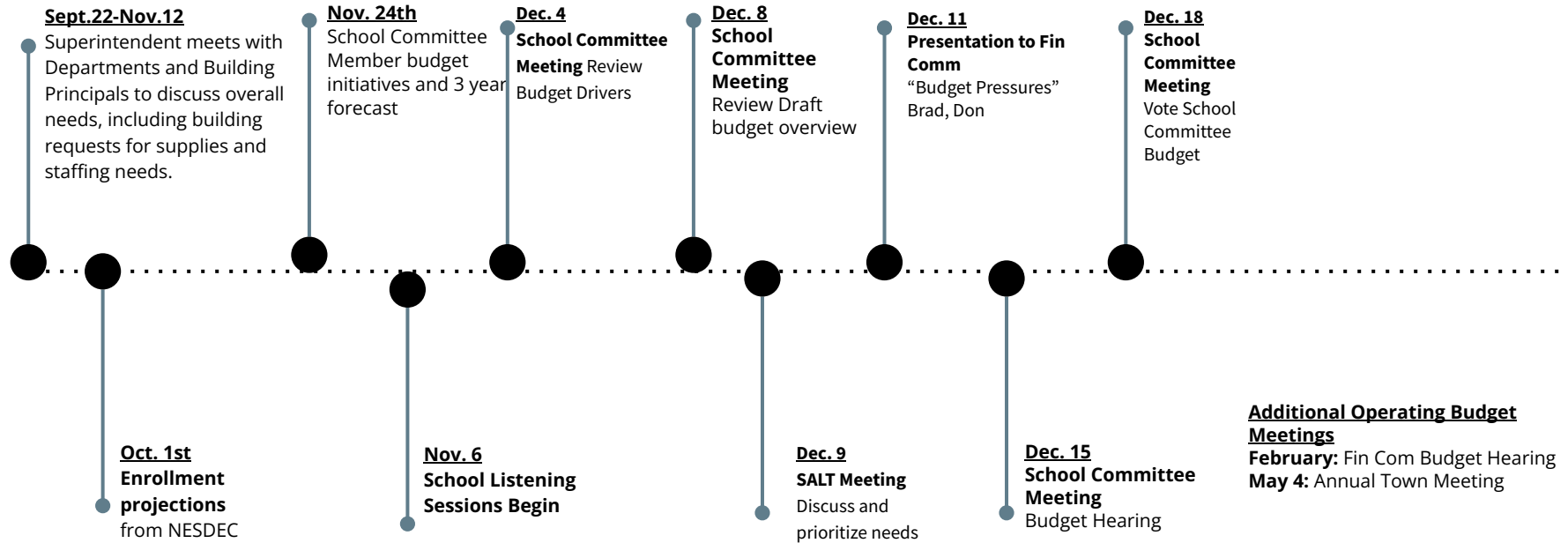
Vision

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.

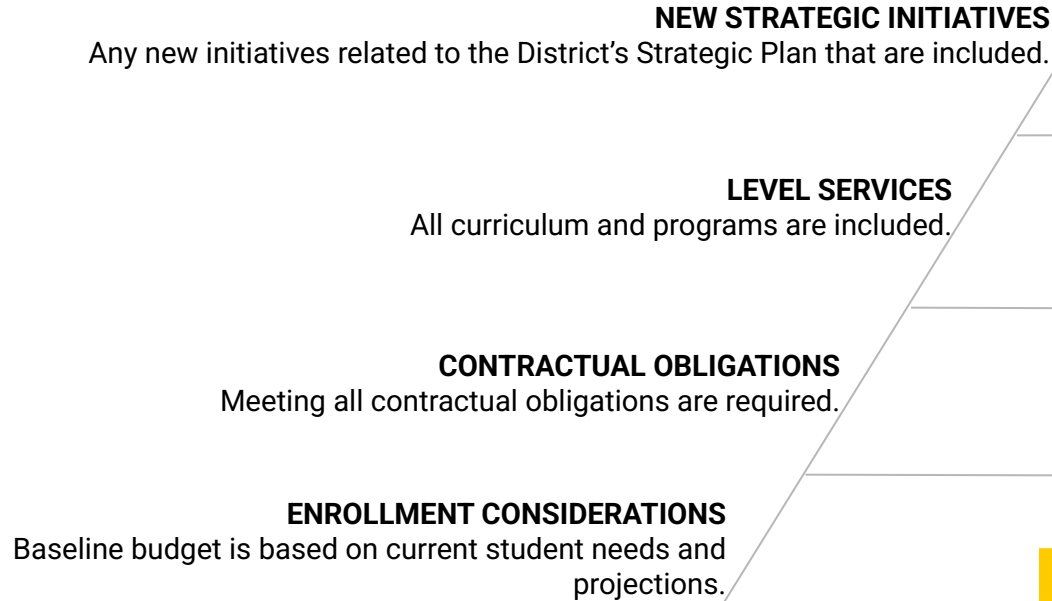
Equity Statement

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 systematically 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 FY27 Budget Timeline



Budget Building



FY27 GF Budget

Version Update: 11/24/25

<u>EXPENSE (DOE Function Category)</u>	----- FY2026 -----			----- FY2027 -----		
	<u>Budget \$</u>	<u>+/- \$:</u>	<u>+/- %</u>	<u>Budget \$</u>	<u>+/- \$:</u>	<u>+/- %</u>
Administration	\$ 1,351,639	\$ 33,435	2.54%	\$ 1,396,070	\$ 44,431	3.29%
Instructional Leadership	\$ 4,209,659	\$ 356,696	9.26%	\$ 4,430,032	\$ 220,373	5.23%
Teachers	\$ 23,789,565	\$ 677,332	2.93%	\$ 25,311,534	\$ 1,521,969	6.40%
Other Teaching Services	\$ 6,241,266	\$ 175,339	2.89%	\$ 6,991,847	\$ 750,581	12.03%
Professional Development	\$ 345,712	\$ 417	0.12%	\$ 340,939	\$ (4,773)	-1.38%
Instructional Materials/Equip/Tech	\$ 746,264	\$ 5,781	0.78%	\$ 749,243	\$ 2,979	0.40%
Guidance, Counseling, Testing	\$ 2,104,002	\$ (10,020)	-0.47%	\$ 2,189,336	\$ 85,334	4.06%
Pupil Services	\$ 3,759,374	\$ 119,027	3.27%	\$ 4,052,838	\$ 293,464	7.81%
Operations and Maintenance	\$ 3,126,452	\$ 55,831	1.82%	\$ 3,264,042	\$ 137,590	4.40%
Fixed Charges	\$ 212,667	\$ 898	0.42%	\$ 213,574	\$ 907	0.43%
<u>Out-of-District Expenditures</u>	<u>\$ 1,392,847</u>	<u>\$ 78,840</u>	<u>6.00%</u>	<u>\$ 1,701,075</u>	<u>\$ 308,228</u>	<u>22.13%</u>
TOTAL GF FORECAST \$:	\$ 47,279,447	\$ 1,493,576	3.26%	\$ 50,640,530	\$ 3,361,083	7.11%

Town Manager FY27 Budget Guidance Target (11/17/25):

\$49,052,426 \$ 1,772,979 3.75%

+ / - diff \$: \$ (1,588,104)

FY27 Budget Drivers

Total Salary Contractual Obligations	\$2,052,839
Elementary Classroom Positions	\$241,248
Middle School Math (.5)	\$41,882
Special Education Contract Services	\$146,451
Plant Operations - Utilities	\$56,873
Specialized Transportation	\$153,005
Software Subscriptions	\$115,503
Out-of-District Tuition	\$308,228
General Transportation	\$72,717
All Other Budget Accounts (+1%)	\$172,337

FY 27 NESDEC ENROLLMENT PROJECTION

School District: Sudbury, MA

10/14/2025

Enrollment Projections By Grade*															
Birth Year	Births*		School Year	PK	K	1	2	3	4	5	6	7	8	K-8	PK-8
2020	137		2025-26	74	259	254	272	299	278	245	315	278	272	2472	2546
2021	168		2026-27	74	312	267	261	278	300	279	246	315	276	2534	2608
2022	162		2027-28	74	301	321	274	266	279	301	280	246	313	2581	2655
2023	141	(prov.)	2028-29	74	262	310	330	280	267	280	302	280	244	2555	2629
2024	149	(prov.)	2029-30	75	277	270	318	337	281	268	281	302	278	2612	2687
2025	151	(est.)	2030-31	75	282	285	277	324	338	282	269	281	300	2638	2713
2026	154	(est.)	2031-32	75	287	290	293	283	325	339	283	269	279	2648	2723
2027	152	(est.)	2032-33	76	282	296	298	299	284	326	340	283	267	2675	2751
2028	149	(est.)	2033-34	76	278	290	304	304	300	285	327	340	281	2709	2785
2029	151	(est.)	2034-35	76	281	286	298	310	305	301	286	327	338	2732	2808
2030	152	(est.)	2035-36	76	282	289	294	304	311	306	302	286	325	2699	2775

Class Size, Loring

Loring	K	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Total
Enrollment, 2025-2026	73	76	64	82	78	57	430
Sections	4	4	3	4	4	3	22
Class Size	18.3	19.0	21.3	20.5	19.5	19.0	19.5
Enrollment, 2026-2027	70	73	76	64	82	78	443
Sections	4	4	4	3	4	4	23
Class Size	17.5	18.3	19.0	21.3	20.5	19.5	19.3
+/- Sections	0	0	1	-1	0	1	1
NESDEC, 2026-2027	85	75	78	66	82	78	464

Note: All enrollment numbers for 2026-2027 reflect current projections and are not final numbers.

Class Size, Nixon

Nixon	K	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Total
Enrollment, 2025-2026	56	55	56	59	61	48	335
Sections	3	3	3	3	3	2	17
Class Size	18.7	18.3	18.7	19.7	20.3	24.0	19.7
Enrollment, 2026-2027	54	56	55	56	59	61	341
Sections	3	3	3	3	3	3	18
Class Size	18.0	18.7	18.3	18.7	19.7	20.3	18.9
+/- Sections	0	0	0	0	0	1	1
NESDEC, 2026-2027	67	58	56	57	59	61	358

Note: All enrollment numbers for 2026-2027 reflect current projections and are not final numbers.

Class Size, Haynes

Haynes	K	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Total
Enrollment, 2025-2026	56	52	80	65	71	51	375
Sections	3	3	4	3	3	3	19
Class Size	18.7	17.3	20.0	21.7	23.7	17.0	19.7
Enrollment, 2026-2027	52	56	52	80	65	71	376
Sections	4	3	3	4	3	3	20
Class Size	13.0	18.7	17.3	20.0	21.7	23.7	18.8
+/- Sections	1	0	-1	1	0	0	1
NESDEC, 2026-2027	75	58	54	81	65	71	404

Note: All enrollment numbers for 2026-2027 reflect current projections and are not final numbers.

Class Size, Noyes

Noyes	K	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Total
Enrollment, 2025-2026	74	71	72	93	68	89	467
Sections	4	4	3	4	3	4	22
Class Size	18.5	17.8	24.0	23.3	22.7	22.3	21.2
Enrollment, 2026-2027	73	74	69	72	93	68	449
Sections	4	4	4	3	4	3	22
Class Size	18.3	18.5	17.3	24.0	23.3	22.7	20.4
+/- Sections	0	0	1	-1	1	-1	0
NESDEC, 2026-2027	85	76	73	74	93	68	469

Note: All enrollment numbers for 2026-2027 reflect current projections and are not final numbers.

Class Size, District K-5

District, K-5	K	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Total
Enrollment, 2025-2026	259	254	272	299	278	245	1607
Sections	14	14	13	14	13	12	80
Class Size	18.5	18.1	20.9	21.4	21.4	20.4	20.1
Enrollment, 2026-2027	249	259	252	272	299	278	1609
Sections	15	14	14	13	14	13	83
Class Size	16.6	18.5	18.0	20.9	21.4	21.4	19.4
+/- Sections	1	0	1	-1	1	1	3
NESDEC, 2026-2027	312	267	261	278	299	278	1695

Note: All enrollment numbers for 2026-2027 reflect current projections and are not final numbers.

Class Size, Curtis

Curtis	Grade 6	Grade 7	Grade 8	Total
Enrollment, 2025-2026	315	278	272	865
Sections	14	12	14	40
Class Size	22.5	23.2	19.4	21.6
Enrollment, 2026-2027	245	315	278	838
Sections	12	14	14	40
Class Size	20.4	22.5	19.9	21.0
+/- Sections	-2	2	0	0
NESDEC, 2026-2027	246	315	276	837

Note: All enrollment numbers for 2026-2027 reflect current projections and are not final numbers.

Class Size, District PreK-8

Additional Populations	PreK
Enrollment, 2025-2026	60
Sections	5
Class Size	12.0
Enrollment, 2026-2027	60
Sections	5
Class Size	12.0
+/- Sections	0
NESDEC, 2026-2027	74

District	K-8	PreK-8
Enrollment, 2025-2026	2472	2532
Enrollment, 2026-2027	2447	2507
+/- Students	-25	-25
NESDEC, 2026-2027	2532	2606

Note: All enrollment numbers for 2026-2027 reflect current projections and are not final numbers.

Elementary Class Size

- Recommendation is to maintain the \$241,248 to address enrollment increases
- Variance between NESDEC projections in Kindergarten and census
- Potential Kindergarten enrollment pressures or reductions after spring registration
- Potential reduction in section at Noyes in 2nd grade

Middle School Math Position (.5 FTE)

- Recommendation is to maintain the \$41,882 for the staffing to support the 7th grade course sequence change in FY26

Special Education Contract Services

- Recommendation is to maintain the increase in Contracted Services
- Reconcile and aggregate PD and needs to determine if there are opportunities for savings
- Review costs to determine if grant funding can supplant operational funds

Plant Operations - Utilities

- Recommendation to reduce \$56,873 from utilities
- Potential savings with new electric and gas contracts
- Low risk reduction because funds from other utility account savings OR Facility Use account could be used

Special Education Increases

- Recommendation is to budget use of Circuit Breaker funds for Special Education Transportation (\$153,005) and Out of District Tuition (\$308,228)
- FY27 Circuit Breaker is robust (\$1.29 M) and entire amount is required to be spent in FY27
- FY28 enrollment in OOD will shift, reducing future reliance on CB

Software Subscriptions

- Recommendation to reduce by \$80,000
- District audit for overlap in functions between existing subscriptions
- Review of all resources being used by curriculum and school operational areas

General Transportation

- Recommendation to shift to Transportation Revolving (\$72,717)
- Current balance of the Transportation Revolving account is approximately \$424,487

Summer Program Changes

- Recommendation to eliminate SMILE & Explore Summer program (\$126,259)
- Review and optimize required Extended School Year (ESY) program

FY27 GF Budget

Version Update: 12/12/25

<u>EXPENSE (DOE Function Category)</u>	FY2026			FY2027		
	<u>Budget \$</u>	<u>+/- \$:</u>	<u>+/- %</u>	<u>Budget \$</u>	<u>+/- \$:</u>	<u>+/- %</u>
Administration	\$ 1,351,639	\$ 33,435	2.54%	\$ 1,396,070	\$ 44,431	3.29%
Instructional Leadership	\$ 4,209,659	\$ 356,696	9.26%	\$ 4,430,032	\$ 220,373	5.23%
Teachers	\$ 23,789,565	\$ 677,332	2.93%	\$ 25,185,275	\$ 1,395,710	5.87%
Other Teaching Services	\$ 6,241,266	\$ 175,339	2.89%	\$ 6,911,847	\$ 670,581	10.74%
Professional Development	\$ 345,712	\$ 417	0.12%	\$ 340,939	\$ (4,773)	-1.38%
Instructional Materials/Equip/Tech	\$ 746,264	\$ 5,781	0.78%	\$ 749,243	\$ 2,979	0.40%
Guidance, Counseling, Testing	\$ 2,104,002	\$ (10,020)	-0.47%	\$ 2,189,336	\$ 85,334	4.06%
Pupil Services	\$ 3,759,374	\$ 119,027	3.27%	\$ 3,827,116	\$ 67,742	1.80%
Operations and Maintenance	\$ 3,126,452	\$ 55,831	1.82%	\$ 3,207,169	\$ 80,717	2.58%
Fixed Charges	\$ 212,667	\$ 898	0.42%	\$ 213,574	\$ 907	0.43%
<u>Out-of-District Expenditures</u>	<u>\$ 1,392,847</u>	<u>\$ 78,840</u>	<u>6.00%</u>	<u>\$ 1,392,847</u>	<u>\$ -</u>	<u>0.00%</u>
TOTAL GF FORECAST \$:	\$ 47,279,447	\$ 1,493,576	3.26%	\$ 49,843,448	\$ 2,564,001	5.42%

Town Manager FY27 Budget Guidance Target (11/17/25):	\$49,052,426	\$	1,772,979	3.75%
	+ / - diff \$:	\$	(791,022)	

Continued FY27 Budget Work

- Contract Settlements
- Working with Town Manager on funding options
- Continued budget refinement with cost centers



Sudbury Public Schools

*40 Fairbank Road
Sudbury, Massachusetts 01776
Phone: (978) 639-3211*

Summer 2026 ESY

Effective Summer 2026, the District's Extended School Year programming will revert to a model consistent with our structure prior to the SMILE initiative. This model ensured that all students who met the requirements for extended school year services received continuity of programming. To effectuate the shift,

- A memo to all District families regarding the larger changes to the SMILE/Explore summer programs will be distributed on Monday, December 22nd.
- Planning for the adjusted ESY model will begin immediately. The final structure and enrollment details will be solidified in early spring once individual eligibility decisions are made by the student's team.

ESY services are not mandatory for all students with IEPs. Services are determined annually based on a student's unique needs and the IEP Team's recommendation.

- The IEP Team, using regression data and recoupment rates, is responsible for recommending services that will allow for maintenance of goals to prevent regression over the summer and minimize recoupment in the fall.
- The District intends to offer a combination and continuum of special education services similar to those provided before COVID.

Anticipated ESY Service Delivery Model 2026

The following structure outlines the anticipated service delivery model. Note: Services will be determined by the IEP Team, and the program structure may be adjusted based on student enrollment and District needs.

Program Type	Target Student Group	Anticipated Schedule and Duration
Related & Itinerant Services	Students requiring related services per their IEP	Typically Monday – Thursday mornings (30–60 minute time slots over 4 weeks). Services include SLP, OT, PT, Counseling, etc.

Academic Tutoring Services	Students requiring direct academic instruction per their IEP	Typically, Monday – Thursday mornings (30–60 minute time slots over 4 weeks)
Specialized Programs	Students enrolled in in-district specialized programs	Typically, Monday – Thursday mornings over 4 weeks. This offers continuous programming.
NECC Partner Program	Students whose IEP necessitates an extended, comprehensive daily program.	Typically, Monday – Thursday for a longer day over 7 weeks

Students in our METCO Program will be accommodated through one of two options:

1. Students who are in a specialized program can receive services in Sudbury with District-provided transportation.
2. Students who are recommended for tutoring can receive equivalent services in Boston through established METCO Program resources. Program models are not available in Boston.

Next Steps for Families:

We will provide a final, confirmed ESY schedule and enrollment forms in early March. In the meantime, teams will discuss student needs during Annual Review Meetings, where the determination for ESY services may be considered.

We are committed to providing high-quality, individualized services for all of our students. If you have questions about your child's specific ESY determination, please contact your child's Team Chair.

**Sudbury Public Schools
School Committee Meeting**

Date: December 18, 2025

Agenda Item: 3c

Approve 2026-2027 School Calendar

Recommendation:

Move to approve the 2026-2027 School Calendar as presented / amended.

Background Information:

Attachments:

2026-2027 School Calendar_DRAFT

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

Sudbury Public Schools

DRAFT - 2026-2027 Calendar

XX ESY Programming

JULY

4 Independence Day

JULY 2026						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

JANUARY 2027 (18)						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

JANUARY

1 New Year's Day (NO SCHOOL)
13 Early Release
18 Martin Luther King Jr. Day (NO SCHOOL)
XX Kickoff to Kindergarten
27 Prof Development Day (NO SCHOOL)

AUGUST

26-27 New Teacher Orientation
27 New (to Sudbury) Student Orientation
31 Prof Development (Staff Return)

AUGUST 2026						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

FEBRUARY 2027 (15)						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

FEBRUARY

15 Presidents' Day (NO SCHOOL)
16-19 February Break (NO SCHOOL)
24 Early Release

SEPTEMBER

1 Prof Development Day 2
2 First Day Grades 1-8
2-4 K & PK Welcome Days
7 Labor Day (NO SCHOOL)
8 First Day K & PK
16 Early Release
21 NO SCHOOL
30 Early Release

SEPTEMBER 2026 (19)						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

MARCH 2027 (22)						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

MARCH

3 Early Release P/T Conferences
10 Early Release P/T Conferences
17 Early Release P/T Conferences
26 NO SCHOOL

OCTOBER

12 Indigenous Peoples' Day (NO SCHOOL)
14 Early Release
28 Early Release

OCTOBER 2026 (21)						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

APRIL 2027 (17)						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

APRIL

7 Early Release
19 Patriots' Day (NO SCHOOL)
20-23 April Break (NO SCHOOL)
28 Early Release

NOVEMBER

4 Early Release P/T Conferences
11 Veterans Day (NO SCHOOL)
18 Early Release P/T Conferences
25 Early Release
26-27 Thanksgiving Recess (NO SCHOOL)

NOVEMBER 2026 (18)						
S	M	T	W	Th	F	S
						1
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

MAY 2027 (20)						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

MAY

19 Early Release
31 Memorial Day (NO SCHOOL)

DECEMBER

9 Early Release
24-31 Winter Break (NO SCHOOL)

DECEMBER 2026 (17)						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

JUNE 2027 (13)						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

JUNE

2 Early Release
17 Last Day of School (180) - Early Release
18 Juneteenth - observed (NO SCHOOL)
25 185th Day of School - Early Release

Sudbury Public Schools is religiously and culturally diverse. In recognition of this diversity and in keeping with the Districts' core values, the District intends to raise awareness and respect for religious and cultural holidays that are observed by employees and families by including the observance in our yearly District School Calendar. Please be advised that the observance of Jewish, Baha'i and Muslim holidays begins at sundown of the preceding day. [Click here to learn more about our District's policy on Accommodations for Religious and Cultural Observances.](#) To add additional religious and cultural observances to our school calendar, contact Brad Crozier, Superintendent at brad_crozier@sudbury.k12.ma.us.

Ashura (Islamic)	06/26/2026	Ayyam-i-Ha (Baha'i)	02/26/2027
Martyrdom of the Bab (Baha'i)	07/10/2026	Maha Shivaratri (Hindu)	03/07/2027
Mawlid al-Nabi (Islamic)	08/25/2026	Ramadan Begins (Islamic)	03/08/2027
Krishna Janmashtami (Hindu)	09/04/2026	Ramadan Ends (Islamic)	03/08/2027
Rosh Hashanah (Jewish)	09/11-09/13 2026	Eid al-Fitr (Islamic)	03/10/2027
Ganesh Chaturthi (Hindu)	09/14/2026	Beginning of Lent (Orthodox Christian)	03/15/2027
Samvatsari (Jainism-Hindu)	09/15/2026	Laylat Al-Qadr (Islamic)	03/16/2027
Mexico's Independence Day	09/16/2026	Naw-Rúz (Baha'i New Year)	03/21/2027
Yom Kippur (Jewish)	09/21/2026	Palm Sunday (Christian)	03/21/2027
Sukkot (Jewish)	09/25-10/02 2026	Purim (Jewish)	03/22-03/23 2027
Shemini Atzeret (Jewish)	10/03/2026	Holi (Hindu)	03/22/2027
Simchat Torah (Jewish)	10/04/2026	Hola Mohalla (Sikh)	03/23-03/25 2027
Dussehra (Hindu)	10/20/2026	Greek Independence Day	03/25/2027
Diwali (Hindu)	11/08/2026	Holy Thursday (Christian)	03/25/2027
Bestu Varas (Hindu)	11/10/2026	Good Friday (Christian & Orthodox Christian)	03/26/2027
Birth of the Báb (Baha'i)	11/10/2026	Easter (Christian)	03/28/2027
Birth of Bahá'u'lláh (Baha'i)	11/11/2026	Navratri (Hindu)	04/07-04/15 2027
Guru Nanak Jayanti (Sikhism)	11/24/2026	Ugadi (Hindu)	04/07/2027
Chanukah (Jewish)	12/04-12/12 2026	Vaisakhi (Sikhism)	04/14/2027
Bodhi (Buddhist)	12/08/2026	Rama Navami (Hindu)	04/15/2027
Christmas Day (Christian)	12/25/2026	First Day of Ridvan (Baha'i)	04/21/2027
Kwanzaa (African American)	12/26/2026	Passover (Jewish)	4/21-4/29 2027
Orthodox Christmas (Orthodox Christian)	01/07/2027	Easter (Orthodox Christian)	05/02/2027
Makar Sankranti (Hindu)	01/15/2027	Cinco De Mayo	05/05/2027
Pongal (Hindu)	01/15/2027	Eid al-Adha (Muslim)	05/17/2027
Tu B'Shvat (Jewish)	01/23/2027	Declaration of the Bab (Baha'i)	05/23-05/24 2027
Setsubun-sai (Shinto-Japanese)	02/03/2027	Ascension of Bahá'u'lláh (Baha'i)	05/28-05/29 2027
Lunar New Year	02/06/2027	Muharram al Hijra (Islamic)	06/06/2027
Beginning of Lent, Ash Wednesday (Christian)	02/10/2027	Shavuot (Jewish)	06/10-06/12 2027

**Sudbury Public Schools
School Committee Meeting**

Date: December 18, 2025

Agenda Item: 3d

**Discussion regarding the Sudbury Select Board's Diversity, Equity, and Inclusion
Commission**

Recommendation:

Background Information:

Attachments:

1 - Sudbury-Diversity-Equity-Inclusion-Commission Charge
2-General Law - Part I, Title XII, Chapter 71, Section 37

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

TOWN OF SUDBURY

SUDBURY DIVERSITY, EQUITY, AND INCLUSION COMMISSION

Original version approved by the Select Board: 11/17/20; Amended 04/06/21, 02/02/22

Latest version approved 09/27/22 (creation as ongoing Commission)

Mission:

The Select Board created the Sudbury Diversity, Equity, and Inclusion (DEI) Commission to support diversity and foster equity, inclusion, and belonging for every member of the Sudbury community, respecting all aspects of individuals' identities. The Commission will also critically consider intersections among these groups to facilitate learning, understanding, and unity.

The Commission shall consist of up to thirteen voting members and up to six non-voting Advisory members. The Commission shall make recommendations to the Sudbury Select Board on policies and programs to measure, promote, and increase diversity, equity, and inclusion of Sudbury's historically disenfranchised populations. The Commission will offer programming and promote awareness of various DEI subjects to help identify and eliminate conscious or unconscious bias and prejudice, reject discrimination, and build a more inclusive community where everyone feels a sense of belonging.

Goals:

The Commission will meet at least monthly and share a quarterly update with the Select Board which will then oversee the implementation of any recommended actions.

The Commission will focus on the following goals:

- a. Provide DEI training for members of the DEI Commission and other boards, committees, and commissions, as requested by such groups.
- b. Gather first-hand experiences related to DEI from individuals who live, work, visit, or attend school in Sudbury.
- c. Solicit feedback and provide input to the Town manager related to Town departments as well as to commissions, boards, and committees, as requested by such groups.
- d. Collaborate with groups focused on DEI-related matters.
- e. Facilitate DEI discussions and education forums for town residents.
- f. Identify ways to promote awareness, engagement, and community building around diverse experiences to create a more inclusive community.
- g. Partner with the Select Board and Town to identify DEI-related challenges and brainstorm solutions.

Membership:

The Sudbury, Diversity, Equity, and Inclusion Commission shall be appointed by the Select Board according to the following list and will be reflective of the diversity of the Sudbury community. All appointments are staggered over three (3) years. Members may be reappointed when their terms are complete.

The membership will be established through an open application process for all residents of the town and students or parents of students who attend school in Sudbury. The Select Board's Office will notify all residents and students of membership openings, including faith communities, local civic organizations,

Town boards, commissions, and committees, local media (print, digital, and social media) and any other outlet that can help reach the broadest range of residents and students.

At the first meeting following May 31st each year, the voting members of the Commission shall elect leadership (a Chair and Vice-Chair or Co-Chairs and a Clerk) from among its voting members. The Chair or Co-Chairs will schedule/run meetings and be the designated communications link(s) with the Select Board and Town Manager. Voting members may serve as communication liaisons to other Town committees, commissions, and boards.

Membership (voting members) will include:

- Sudbury residents, including students or parents of students attending Sudbury schools. Students or parents of students attending Sudbury schools may be residents of other municipalities (up to 13 members)
- Persons of color and individuals with diverse life experiences and non-traditional backgrounds are encouraged to apply.

Areas of expertise/experience for voting members may include but not be limited to:

- Business representatives
- Education
- Parent or caregiver
- Student
- Human Resources
- Immigration law
- Medical and Healthcare
- DEI practitioner
- Real estate/Affordable Housing
- Social Work

Advisory (non-voting members):

- Sudbury Police Chief or delegate from Sudbury Police Department.....(1)
- Town of Sudbury Town Manager or delegate.....(1)
- Sudbury Public School and/or Lincoln Sudbury Regional High School employee.....(1)
- One member nominated by the Sudbury Clergy Association.....(1)
- Commission on Disability Member.....(1)
- Select Board liaison.....(1)

The Commission consists of a group of voting members and a smaller group of Advisory members. Voting members must be available and willing to attend most scheduled meetings. They may draw upon the expertise of Advisory members, who will be requested to attend meetings and /or discuss topics for which their expertise is needed. Voting members may elect a Clerk who will ensure that full minutes and a list of members in attendance are kept of each meeting and promptly submitted to the Commission for approval, filing with the Town Clerk, posting to the Town's website, and disseminating to the Advisory membership.

Meetings will be open to the public, recorded, and will include community wide surveys and discussion groups.

Compliance with State and Local Laws and Town Policies:

The members of the Sudbury Diversity, Equity, and Inclusion Commission are responsible for conducting their activities in a manner which follows all relevant state and local laws and regulations, including but not limited to the Open Meeting Law, Public Records Law, and Conflict of Interest Law, as well as all Town policies which affect Commission membership. In particular, all appointments are subject to the following:

The Code of Conduct for Select Board Appointed Committees

The Town's Email Communication for Committee Members Policy

Anyone appointed to serve on a Town committee by the Select Board agrees that they will use the email communication in strict compliance with the Town of Sudbury's email policy and further understands that any use of email communication outside of this policy can be considered grounds for removal from the Commission by the Select Board.

Use of the Town Website

The Commission will keep minutes of all meetings and post minutes and other Commission materials on the Town's website. The Commission will post notice of meetings on the Town's website as well as at the Town Clerk's Office.

Part I

ADMINISTRATION OF THE GOVERNMENT

Title XII

EDUCATION

Chapter 71

PUBLIC SCHOOLS

Section 37

POWERS AND DUTIES; SUPERINTENDENT SERVING JOINT DISTRICTS

Section 37. The school committee in each city and town and each regional school district shall have the power to select and to terminate the superintendent, shall review and approve budgets for public education in the district, and shall establish educational goals and policies for the schools in the district consistent with the requirements of law and statewide goals and standards established by the board of education. The school committee in each city, town and regional school district may select a superintendent jointly with other school committees and the superintendent shall serve as the superintendent of all of the districts that selected him.

**Sudbury Public Schools
School Committee Meeting**

Date: December 18, 2025

Agenda Item: 3e

Afterschool Care RFP Timeline

Recommendation:

Move to approve the Afterschool Care RFP Timeline as presented / amended.

Background Information:

Attachments:

- 1-After-School Care SC Timeline - Draft
- 2-From_09222025_Agenda Packetdocx3

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

DRAFT - Sudbury School Committee After-School Care Timeline

Review RFP Process; Approve Timeline	School Committee Meeting: 9/22/2025
Develop & Approve RFP Details (4-8 Weeks)	School Committee Meetings: 10/23/2025, 11/3/2025, 11/24/2025 , 12/1/2025 1/12/2026 (tentative), 1/20/2026
Advertise in State Publications & Local Media (3 weeks)	Central Office: January (1/7/2026-1/28/2026 1/22/2026 - 2/12/2026)
Vendor Proposal Submission Period (2-8 Weeks)	1/29/2026 2/13/2026-3/26/2026
Proposal Evaluation (2 Weeks)	Evaluation Committee: 3/30/2026-4/10/2026
School Committee Approvals	School Committee Meeting: 4/13/2026
Vendor Contract Signing	End of April 2026

Key Dates:

6/15/2026	Last Day of School (no school closures)
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Request for Proposal (RFP) Process Timeline



1. Phase 1: Develop & Approve RFP Details

- **Duration:** 4-8 weeks
- **Description:** This initial phase involves all the internal work required to build a solid RFP. You'll define the **project scope and requirements**, determine the **evaluation criteria**, and draft the final RFP document. This stage also includes a crucial **legal review** to ensure compliance.

2. Phase 2: Advertise in State & Local Media

- **Duration:** 3 weeks
- **Description:** This is the public-facing part of the process where the RFP is officially announced. The advertisement is a **legally required** step that ensures fair and open competition for all potential vendors.

3. Phase 3: Vendor Proposal Submission Period

- **Duration:** 2-8 weeks
- **Description:** Once the RFP is released, vendors are given this time frame to prepare and submit their full proposals. This is when vendors receive the official RFP documents and submit their **technical and financial proposals** by the submission deadline. Any amendments or clarifications are also issued during this time.

4. Phase 4: Proposal Evaluation

- **Duration:** 2 weeks
- **Description:** A dedicated evaluation committee reviews all submitted proposals. They score each one against the pre-defined criteria, **ranking the vendors** and selecting a final candidate for a potential contract award.

5. Phase 5: School Committee Approvals

- **Duration:** 2-3 weeks
- **Description:** The recommended vendor and proposal are presented to the relevant committee, which takes formal action to either **approve the contract award** or decline it. This is a critical step for formalizing the decision.

6. Phase 6: Vendor Contract Signing

- **Duration:** 1 week
- **Description:** The final phase involves notifying the selected vendor and finalizing the contract. At this time, all non-selected vendors are also informed of the decision. Legal and business teams **finalize the agreement** with the chosen vendor, and the contract is signed.

Sudbury Public Schools School Committee Meeting

Date: December 18, 2025

Agenda Item: 3f

Update about MASC Conference

Background Information:

Member Nicole Burnard attended the November MASC conference as the School Committee delegate. Prior to attending, the School Committee asked for the delegate to bring information back regarding the following sessions:

Behind the Wheel: What Every Superintendent & School Committee Should Know About Student Transportation: Student transportation is one of the most visible —and often misunderstood — parts of school operations. Go beyond the yellow bus to explore how transportation works in your district: from budgeting and staffing to laws and regulations. We'll tackle tough questions from the public, debunk

How to Make School Committee Meetings Shorter, More Effective, and More Professional: Learn about some of the management practices that can make school committee meetings shorter, more effective, and more professional. Sometimes leadership is about an exciting vision and grand statements. Sometimes it's about being a good manager and getting the job done. This session will focus on the latter, with the understanding that good management inevitably creates time and energy to focus on the big picture and long-term goals.

Action:	Report:	Discussion:	XX
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**Sudbury Public Schools
School Committee Meeting**

Date: December 18, 2025

Agenda Item: 3g

2026-2026 School Committee Goal: Review November Listening Session summary, attendance log, and survey data

Recommendation:

Background Information:

Members Jessica McCreedy and Nicole Burnard represented the School Committee at its November listening session.

Attachments:

1-SPS Listening Session 110625

Action:	Report:	Discussion:	XX
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2025–2026 Goal Area: FY26 Listening Sessions Planning; Review Draft Participant Survey, Confirm Facilitators and Determine Timing, Format, and Communications Strategy

Listening Sessions

Overview:

The community listening sessions were proposed as part of our 2025-2026 goal to connect Committee members with the broader community in a less formal setting than regular School Committee meetings. These meetings have no set agenda, are attended by only two School Committee members, and all Sudbury Community members are welcome to attend and share ideas and perspectives.

School Committee business will not be conducted during listening sessions. The purpose is to give the public an opportunity to provide feedback on matters within the School Committee's authority. SPS families and the Sudbury community can raise awareness about important topics, share school-related ideas, or simply attend to listen.

Goal:

The goal of the sessions is to listen to and understand the concerns, ideas, and experiences of community members. These sessions are designed to ensure that community perspectives are acknowledged. Our hope is to capture community input on the District's values and vision and raise awareness of topics within the School Committee's purview. The collected feedback will assist the School Committee in creating student-centered goals that allow the School Committee to effectively govern, ensure community voices are part of our decision-making and help us guide the district's strategic plan.

November 6, 2025 Listening Session Overview

Registrations

Registration was not required, only suggested. We had a total of (4) register for the in person meeting and (7) register for the google meet.

In person

Summary

Four community members attended and expressed concerns regarding the bell-to-bell policy, increased use of technology in the classroom, the availability of opt-out options for student screen time throughout the day, and the potential reduction in student socialization associated with expanded technology use.

Key Takeaways:

1. Community support and education for the bell to bell policy
2. Set limitations of the use of technology during school (text books over chromebooks)
3. Educate and train parents/caregivers to set up parental controls on chromebooks
4. As a District, set better controls on chromebooks (kids are finding work arounds)
5. Learning is not as valuable when completing homework on an app/chromebook
6. Technology use in special education was not the focus of their concerns

Requested Actions:

Some attendees were unaware of the bell to bell / technology policy voted on in January of 2025, how can we better communicate the information?

Enforcing the bell to bell / technology policy throughout the school day.

Free time choice during the day should include more social interactions over a choice to play on a chromebook.

Google Meet

Summary

Twenty-six community members joined the Google Meet at various points throughout the meeting, with many logging in to listen only. Some participants joined briefly. A total of five attendees provided verbal feedback. Those who spoke expressed concerns regarding the elimination of screen time as a recreational option, food choices at school events, parental controls on student Chromebooks, and early literacy.

Although additional community members attended the Google Meet, most participated as observers, which resulted in periods of limited dialogue. Attendees who were present were prompted with topics currently under discussion by the School Committee, as well as potential future agenda items.

Key Takeaways:

1. Limit screen time as an education resource (videos, whiteboards, chromebooks, UDL)
2. Concerns with privacy rights and education technology
3. Educate and train parents/caregivers to set up parental controls on chromebooks
4. Opt out options for chromebooks and other technologies
5. Model healthier food choices at school / PTO events
7. Better understanding of what technology content looks like in the classroom
8. Proactive in sharing assessment results (DIBELS)
9. Educate the community on Chapter 70 funding and the options

Requested Actions:

Enforcing the bell to bell / technology policy throughout the school day. It was noted the policy is not being consistently applied from class to class.

Increase access to assessments by building an online portal similar to districts like Winchester and Wellesley. Educate and allow parents/caregivers to view and track the results.

Create a “no food” policy for school events

Limit education technology throughout the school day

Survey Results

The survey was sent to all (11) attendees that registered however we did not receive any responses. Many community members who joined the listening session did not register.

The timing of the survey also coincided with recent surveys sent out by SEPAC and the Tri-District Calendar Review Subcommittee.

**Sudbury Public Schools
School Committee Meeting**

Date: December 18, 2025

Agenda Item: 5a

Future Agenda Items

Recommendation:

Background Information:

Rolling agenda provided as informational only; members may state items they would like to see on a future agenda. No discussion will occur in compliance with Open Meeting Law.

Attachments:

2025-2026 Rolling Agenda

Action:	Report:	Discussion:	XX
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This rolling agenda outlines topics reasonably anticipated by the School Committee Chair and Superintendent, in accordance with School Committee Policy BEDB – Agenda Format and the requirements of the Massachusetts Open Meeting Law (M.G.L. c.30A, §20). It serves as a planning tool to help the Committee fulfill its 2025–2026 strategic goals and conduct business in an organized and transparent manner.

This document is not a formal meeting agenda. Official agendas will be posted at least 48 business hours in advance of each meeting in compliance with Open Meeting Law. As new priorities emerge or timelines shift, items listed here may be adjusted. Additional topics may be added at the discretion of the Chair in collaboration with the Superintendent, or suggested by School Committee members, staff, or community members as outlined in Policy BEDB.

July

Workshop / School Committee Annual Retreat

School Committee Retreat: School Committee Protocols and Operations, Alicia Mallon, MASC

Consent Calendar Items

CASE Q4 Report

ACCEPT Q4 Report

Business & Policy Matters

Policy BGB Step 2: JBD, BDFB, BDFB-R

Policy BGB Step 1: AC, AC-R, ACAB, ACAB-R

2025-2026 School Committee Goals, Initial Discussion

August

Special Matters / Presentations/ Reports

Sandra Duran, Combined Facilities Director, FY25 and FY26 Capital Updates

Chief Nix, School Safety

Consent Calendar Items

Appointment of School Committee Representative to Educational Collaboratives, (CASE and ACCEPT)

Medication Delegation Application

Business & Policy Matters

FY25 End of Year Annual Budget Report

BGB Step 3: JBD, BDFB, BDFB-R

BGB Step 2 & 3: AC, AC-R, ACAB, ACAB-R

FY26 Family Handbook
2025-2026 SPS District Goals
FY27 School Committee Budget Guidelines, Initial Discussion
Task Policy Subcommittee with Policies to work on 2025-2026 Cycle
September
Consent Calendar Items
Conditions of Assistance: IDEA Part B Funding Certifications
2025-2026 School Committee Goals
FY26 Listening Sessions Planning: Review Draft Participant Survey, Confirm Facilitators, and Determine Timing, Format, and Communication Strategy
Exploration and Evaluation of After-School Care and Enrichment Options, Including Research Approach, Stakeholder Engagement, and Analysis Framework
Business & Policy Matters
FY26 Budget Reset
Approval of FY27 School Committee Budget Guidelines
LGBTQ+ Parent Advisory Council, initial discussion & Possible Determination
Discussion on Budget Book Enhancements
Review Lease Agreement with Sudbury Extended Day, Discuss RFP Process, Determine Next Steps.
October
Special Matters / Presentations / Reports
SMILE/Explore Update
FY27 Capital Project Recommendations for Warrant Article Consideration – Sandra Duran, Combined Facilities Director
Consent Calendar Items
CASE Q1 Report
ACCEPT Q1 Report
2025-2026 School Committee Goals
Draft Short- and Long-Term Capital Plan – Initial Discussion – Sandra Duran, Combined Facilities Director
Business & Policy Matters
Potential Adoption of Updated FA, Facilities Development Goals Policy
Calendar Discussions to prepare for 11/13/2025 Tri-District School Committee Meeting
School Committee members will share preliminary ideas for potential warrant articles. The Committee will identify items for which additional information or cost analysis should be requested from the administration.
Approve Community Budget Letter Describing the 2025–2026 Budget Planning Process with the Administration

Guidance to SPS MASC Delegate on which presentations the School Committee would like updates from the MASC Annual Conference
November
Special Matters / Presentations / Reports
Presentation of Student Achievement Data (MCAS Report, etc.) - 11/24/2025
2025-2026 School Committee Goals
Superintendent Update, Implementation of Policy JIJC - Student USe of Technology in Schools, Update #1
SC Goal: BDA, Step 1 (possibly Step 2): BEDH and BEDA
Business & Policy Matters
Determination of FY27 SPS School Calendar
Bus Transportation RFP (Contract expires Spring 2027)
Discuss process around requesting future agenda items
Task Policy Subcommittee Items that need to be updated in School Committee Handbook this 2025-2026 Cycle
Report: PreK-8 School Improvement Plans
Three Year Fiscal Outlook for Sudbury Public Schools
Potential Adoption of Updated IMDA, Accommodations for Religous and Cultural Observations Policy
FY27 Budget Process: Administration and School Committee FY27 Prioritization of Initiatives
Communication Strategy to Educate the Community on SPS Special Town Warrant Articles
Approve Afterschool Care RFP Scope & Evaluation Criteria
December
Budget Hearing (December 15)
Special Matters / Presentations / Reports
Student Services Report (45 Mins) - December 8, 2025
ELA Update and Math Course Sequence Update (15 mins each), December 8, 2025
2025-2026 School Committee Goals
Presentation on K–5 EL Curriculum Implementation, Grade 6 EL Pilot, and 7th Grade Math/Compacted 7–8 Pathway to Inform FY27 Budget Planning
2025-2026 Goals: Sudbury Extended Day Presentation (12/15/2025)
SEPAC Report
SC Goal: BDA, (Step 2) Step 3: BEDH and BEDA
Business & Policy Matters
Q1 Report NOT READY, WILL BE PRESENTED IN JANUARY
Update About MASC Conference

Adopt FY27 School Calendar
Vote and Approve After-School Care RFP - NOT READY, WILL RECEIVE DRAFT IN JANUARY
FY27 Budget Process: Review Budget Drivers presented by the SPS Administration
FY27 Budget Process: Review Three Year Budget Projections, presented by the SPS Administration
Possible Naming of Curtis Auditorium
Review listening session summaries, attendance logs, and survey data from Listening Session
FY27 Budget Process: Workshop on Prioritization and Alignment of School Committee Goals with Administrative Budget Planning (with Building Principals
FY27 Budget Process: FY27 Recommended Budget - Vote - EXTENDED DUE TO NEGOTIATIONS
Budget Book, Initial Discussion - HOLD UNTIL VOTE ON BUDGET
January
Special Matters / Presentations / Reports
SC Goal: Presentation on the Integration of Digital Resources and Instructional Technnology in Classroom Instruction (January 26, 2026)
Update Regarding After-School Care RFP
School Committee Professional Development - Goal Setting, Monday, January 26 at 7PM, MASC
Consent Calendar Items
CASE Collaborative Q2 Report
ACCEPT Collaborative Q2 Report
2025-2026 School Committee Goals
Update Regarding Capital Planning
After-School Care and Enrichment — Initial Findings on Space Usage, Peer District Practices, and Local Provider Landscape, and Summary of Emerging Considerations for Program Design, Accessibility, and Alignment with Diverse SPS Student Needs
Business & Policy Matters
FY27 Capital Updates and Town Meeting Warrant Articles
Review: Data and Community Concerns Related to Jewish Student Safety, Inclusion, and Curriculum
Approval of Budget Book
FY26 Q1 and Q2 YTD Budget Update
School Committee Mid-Year Report
Superintendent Mid-Year Report
Vote on After-School Care RFP
Warrant Article Submissions Due January 30 at Noon
Vote on FY27 Budget
SPS Town Report (2025)

February
2025-2026 School Committee Goals
Superintendent Update, Implementation of Policy JIJC - STudent USe of Technology in Schools, Update #2
Determine communication plan to tell community about updates regarding to public comment; Discuss if School Committee webpages need to be updated.
Integration of Digital Resources and Instructional Technnology in Classroom Instruction Presentation, Next Steps
Business & Policy Matters
March Tri-District Meeting Planning
Legislative Forum Discussion
Student Fees for FY27
BGB Step 3: Policies the School Committee tasked the Policy Subcommittee to Review
March
<i>School Choice Hearing (March 16)</i>
Special Matters / Presentations/ Reports
METCO Annual Report
Update Regarding After-School Care RFP
Legislative Forum
2025-2026 School Committee Goals
End-of-Year Listening Session Report – Review Summaries, Attendance, and Survey Results to Assess Effectiveness
End-of-Year Review of School Committee Goal: After-School Care and Enrichment — Comprehensive Summary of Findings, Including Key Takeaways on Space, Provider Landscape, Peer Models, and Considerations for Future Program Development; Discussion of Next Steps and Potential External Partnerships
Business & Policy Matters
Discussion of Potential Resolutions for Submission to the MASC Resolutions Committee for Delegate Assembly (Note: 2025 Submission Deadline was June)
Review and Possible Approval of Policy Subcommittee Work on the School Committee Handbook, as Previously Assigned
April
Special Matters / Presentations/ Reports
Academic Benchmarking
Consent Calendar Items
CASE Q3 Report
ACCEPT Q3 Report
2025-2026 School Committee Goals
Academic Benchmarking: K–5 EL Implementation Update, Grade 6 EL Pilot Update, and Grade 7 Math/Compacted 7–8 Pathway Review
Review of Policies and School Committee Handbook; Recommendations for Updates Related to Listening Sessions

School Committee Reviews Afterschool Care Provider Recommendation from the Proposal Evaluation Committee; Potential Vote to Approve Vendor
Approval and Public Posting of Final Capital Plan
Business & Policy Matters
Superintendent Annual Report (Summative)
May
2025-2026 School Committee Goals
Superintendent Update, Implementation of Policy JIJC - Student USe of Technology in Schools, Update #3
Review Superintendent Feedback Regarding Policy JIJC and Consider Next Steps
Review of Policies and School Committee Handbook; Recommendations if updates should be made in regard to listening sessions
Business & Policy Matters
School Committee Reorganization
Discuss and approve charge of Subcommittees, Assign Liaisons
Approve all Subcommittee and Executive Session Minutes that have yet to be Approved for the 2025-2026 cycle as presented/amended
School Committee Self Assessment
FY26 Q3 YTD Budget Update
Approve School Committee Meeting Schedule for FY27
June
Special Matters / Presentations/ Reports
AIM Reports (Principals)
2025-2026 School Committee Goals
SEPAC EOY Report
Business & Policy Matters
Review of 2025-2026 School Committee Goals
FY27 DC Trip Approval
Review of 2025-2026 District Goals
FY26 Superintendent Evaluation
Vote on FY28 No School Days; Half Days to be Voted on in December 2026
At-A-Glance Newsletter
2026-2027 Superintendent Goals
2026-2027 School Committee Goals, Initial Discussion
July 2026

Workshop / School Committee Annual Retreat
School Committee Retreat
Consent Calendar Items
CASE Q4 Report
ACCEPT Q4 Report
Business & Policy Matters
2026-2027 School Committee Goals, Adpoted
2026-2027 Superintendent Goals, Adopted