



AGENDA and NOTICE SCHOOL COMMITTEE MEETING

Regular Session Meeting
Monday, June 1, 2026

LOCATION
Sudbury Public Schools
40 Fairbank Road - Room 214; Sudbury, MA 01776
Dial In: 1 301 715 592 - Webinar ID: 844 1790 0233
Live Link: <https://us02web.zoom.us/j/84417900233>

AGENDA

7:00 p.m. - Open Regular Session

(Approximate)

1. Public Comment 15 Mins
 - a. At the start of each regularly scheduled School Committee meeting, community members may address the Committee. In-person attendees should sign in; remote attendees on Zoom should use the "Raise Hand" feature (in the Reactions menu, or under "More" on mobile). For remote comments, attendees must also type their full name into the Zoom name field in order to be called on. Per Policy BEDH, each speaker has up to three (3) minutes and must state their name and city/town. The Chair will alternate between in-person and remote speakers. 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. Educational and Operational Matters (Reports) 15 Mins
 - a. District Reports
 - i. Director of Business and Human Resources
 - ii. Assistant Superintendent
 - iii. Superintendent
 1. Anti-Hate/Ant-Bias Task Force Update

3. Consent Calendar (Discussion/Action) 5 Mins
 - a. Approval of Minutes (04/13/26)
 - b. Additional space request Sudbury Extended Day
 - c. FY27 Washington, D.C. Trip approval

4. Business and Policy Matters (Discussion/Action) 20 Mins
 - a. 2026-2027 Committee Expectations, Practices and Meeting Norms (Discussion/Action) 20 Mins
 - b. FY27 School Committee Meeting Schedule Updates (Discussion/Action) 15 Mins
 - c. Appointment of members to the FY28 Budget Working Group (Discussion/Action) 10 Mins
 - d. Begin discussion on 2026-2027 School Committee Goals (Discussion) 10 Mins
 - e. Committee Communication Strategies (Discussion/Action) 20 Mins
 - f. Approval of Athletic and Extracurricular Activity Fees (Discussion/Action) 15 Mins

5. Future Agenda Items

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 **Monday, June 15, 2026***

**Sudbury Public Schools
School Committee Meeting**

Date: June 1, 2026

Agenda Item: 2 iii
Superintendent
1. Anti-Hate/Anti-Bias Task Force Update

Recommendation:

Background / Preparation Information:

Attachments:

06012026 Anti hate/Bias Initial Progress Report

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



Sudbury Public Schools

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

Brad Crozier

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

To: Sudbury School Committee
From: Anti-Hate / Anti-Bias Taskforce
Date: June 1, 2026

Re: Initial Progress Report

In accordance with the Anti-Hate / Anti-Bias Taskforce charge, this memorandum provides an initial update on the work of the Taskforce. The Taskforce held its first meeting in April and its second meeting on May 28, 2026.

To date, the Taskforce has:

- Reviewed its charge, responsibilities, and reporting expectations to the School Committee.
- Established a shared understanding of the Taskforce's work, including discussion of bias, hate, antisemitism, and microaggressions and the use of the International Holocaust Remembrance Alliance (IHRA) working definition of antisemitism as a foundational reference point for discussion.
- Examined current district practices related to school climate, incident reporting, student leadership, restorative responses, social-emotional learning, and educational programming designed to promote belonging and inclusion.
- Discussed opportunities to strengthen staff development, parent education, and student engagement in addressing bias and hate-related incidents.
- Begun reviewing school climate data and professional development efforts, and elected co-chair at its May meeting.

The Taskforce continues to gather information, review current practices, and identify areas for future recommendations. The next scheduled meeting of the Taskforce is June 10, 2026, at which members will continue their review of district data, professional development opportunities, and potential strategies to strengthen prevention, response, and education efforts related to bias and hate incidents.

Task Force Membership and Composition

The Anti-Hate / Anti-Bias Taskforce received 14 applications from community members, parents/caregivers, and Sudbury Public Schools staff. All those who applied were accepted. In addition, the Superintendent serves as a member and the School Committee appointed a School Committee representative, resulting in a membership of 16 individuals.

The current membership includes:

School Committee Representative

- Ellen Lederer-DeFrancesco, School Committee Representative

District Administration

- Sara Harvey, Principal, Loring Elementary School
- Leslie Smart, District METCO Coordinator
- Sandra Duran, Director of Combined Facilities
- Brian Menna, Assistant Principal, Curtis Middle School
- Brad Crozier, Superintendent

District Staff

- Emily Henault, ABA Tutor, Haynes Elementary School
- Betsy Grams, District Wellness Coordinator
- Alyssa Rosenberg, Speech-Language Pathologist, Curtis Middle School
- Nalini Luthra, Teaching Assistant, Noyes Elementary School

Parents/Caregivers

- Matthew Sieger, Curtis Middle School parent
- Noah Stern Weber, Noyes Elementary School parent
- Jaclyn Sousa, Loring Elementary School parent
- William Iberg, Noyes Elementary School parent
- Joseph Parello, Haynes Elementary School parent

Community Member

- Hadassa Kubat

The membership includes representation from district administration, school-based staff, parents/caregivers from multiple schools, a community member, and a School Committee representative. School-based membership includes representation from Loring, Haynes, Noyes, and Curtis, as well as district-level roles.

**Sudbury Public Schools
School Committee Meeting**

Date: June 1, 2026

Agenda Item: Consent Calendar

- a. Approval of Minutes (04/13/26)
- b. Additional space request Sudbury Extended Day
- c. FY27 Washington, DC Trip approval

Recommendation:

Motion to approve the consent calendar as presented/amended

Background / Preparation Information:

- a. Approval of Minutes** - These minutes need to be approved to be added to our website. Please review for accuracy.
- b. Additional space request Sudbury Extended Day** - Last year the Committee approved additional spaces at Loring and Haynes to allow SED to increase capacity. They are requesting the same additional spaces this year. Please review their request.
- c. FY27 Washington, D.C. trip approval** - Lauren Egizio prepared information for the Committee to approve the trip and funds for the 8th grade annual trip to Washington, D.C. Please review her request.

Attachments:

041326_Sudbury School Committee Minutes_DRAFT
SED_FY27 Additional Space Rent Agreement_Haynes_260527
SED_FY27 Additional Space Rent Agreement_Loring_260527
SC proposal on letterhead 2026

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

Sudbury School Committee
Meeting Minutes - DRAFT
April 13, 2026

Members Present:

Jessica McCready, Vice Chair
Nicole Burnard
Julie Durgin-Sicree
Betsy Sues

Also Present:

Brad Crozier, Superintendent
Annette Doyle, Assistant Superintendent
Don Sawyer, Director of Business and Human Resources
Sandra Duran, Combined Facilities Director
Lauren Egizio, Humanities Curriculum Coordinator
Betsy Grams, Wellness Curriculum Specialist
Karen Wolfson, Math Curriculum Coordinator
Katie Dineen, SEPAC Representative
Pete Matthews, LGBTQ+ Representative

Absent:

Karyn Jones, Chair

Open Regular Session

Vice Chair Jessica McCready opened the meeting at 7:00 p.m. Betsy Sues, Nicole Burnard, Julie Durgin-Sicree and Jessica McCready all confirmed their presence. She noted that there is a School Committee Listening Session tomorrow afternoon, tonight is Nicole Burnard's last meeting with the Committee and thanked her for volunteering her time and noted that Superintendent Crozier will be leaving the District at the end of the year and thanked him for his years of service to the District.

1. Public Comment
 - a. Kay Bell, Sudbury resident, shared her appreciation to the School Committee for their work.
 - b. Susan Woods, Principal of Nixon Elementary School, thanked Superintendent Crozier for his leadership, integrity, focus and vision.
 - c. Len Simon, Sudbury resident, shared his thanks to the School Committee for their work and shared his concerns about the vote of no confidence article.
 - d. Betsy Sues motioned to change the speaking time to two minutes per individual from three minutes to allow us to entertain more speakers. Nicole Burnard seconded the motion.
 - i. ROLL CALL VOTE:
 1. Betsy Sues: Aye
 2. Nicole Burnard: Aye
 3. Julie Durgin-Sicree: Aye

4. Jessica McCready: Aye

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

- e. Sara Harvey, Loring Principal, shared her support of Superintendent Crozier. She acknowledged his leaving is a loss to the District and his commitment to students and staff will be missed.
- f. Mary Ahmad, Sudbury resident, thanked Superintendent Crozier for his service. She shared her concern related to his departure.
- g. Dana Roth, Sudbury resident, thanked Superintendent Crozier for his years of service. She shared her concerns about the lack of response to emails from the School Committee and urged the Committee for transparency, accountability and leadership.
- h. David Simon, Sudbury resident, thanked Superintendent Crozier for his years of service. He shared his support for the School Committee and commended them for representing all students in the District.
- i. Dr. Stephen Vander Els thanked Superintendent Crozier and shared his concern about lack of transparency, process and accountability with the School Committee.

2. Special Matters

a. Academic Benchmarking (Lauren Egizio, Betsy Grams and Karen Wolfson)

- i. The Committee was presented with the annual report on Benchmarking by Betsy Grams, Wellness Coordinator, Lauren Egizio, Humanities Curriculum Coordinator, and Karen Wolfson, Math Curriculum Coordinator.
- ii. Questions from the Committee surrounded DIBELS assessments, DESSA results and tiered supports, timing of check in on cohorts not meeting standards, Bridges impact on assessments, assessments for students needing additional challenge, connectedness survey results and interventions for students, survey terminology, data at cultural or minority levels and math interventions between grade levels.

b. Teaching, Learning and Technology

- i. Evaluate EL Grade 6 Pilot and determine next steps (Lauren Egizio); determine a plan for Grade 6 Curriculum Implementation
- ii. Lauren Egizio shared a presentation with the Committee that covered the rationale, goals, outcome, data, feedback and next steps for the EL Grade 6 Pilot.
- iii. Questions from the Committee surrounded, plans to expand the literacy UA that doesn't use any digital platform, hybrid curriculum, evaluation of the blended plan, teaching materials and accessibility.

3. Educational and Operational Matters

a. SEA Report (David Williams)

- i. Mr. Williams shared how schools are using periods such as WIN Block to provide targeted academic support, small-group instruction, enrichment activities, and related services for students. He shared examples of literacy, math fluency, and learning activities that have increased student engagement and individualized support.

b. District Reports

- i. Director of Business and Human Resources Report
 - 1. Nothing new to report to the Committee.

ii. Assistant Superintendent

1. Awards were handed out to 45 students who were recognized for outstanding citizenship.
2. An update was shared on the Curtis town tour with approximately 100 Curtis Middle School jazz band, select chorus, and orchestra students performing at all four elementary schools. Thanks to Kevin Donegan, Rose Ek and Karen Johnson for their work in putting this together.
3. Families are reminded about the Grade 8 Washington, D.C. trip orientation scheduled for tomorrow at 6:00 p.m.

iii. Superintendent

1. 2025-2026 SC Goal: Spring / Third update regarding the implementation of Policy JICJ - Student Use of Technology in Schools
 - a. Following DESE's guidance for AI back in August, the District hosted a session at Central Office with over 40 participants.
 - b. Superintendent Crozier thanked Nicole Burnard for her years of service on the School Committee and noted the positive impact she has made on the District.
 - c. Related to Student Use of Technology in Schools, the policy is working as intended with students being compliant. Administration will continue to monitor progress and make adjustments as needed.

4. Consent Calendar

- a. Approval of Minutes (01/26/26 and 02/09/26)
- b. Approval of Monthly Accounts Payable and Payroll Warrants
- c. Authorize the School Committee Chair to sign MSBA Project Funding Agreement for the Accelerated Repair Program at the Josiah Haynes Elementary School and General John Nixon Elementary School
- d. Receipt of March 31, 2026 Listening Session Summary to be discussed at the May 18, 2026 School Committee Meeting
 - i. Betsy Sues motioned to approve the Consent Calendar as presented. Julie Durgin-Sicree seconded the motion.
 1. ROLL CALL VOTE:
 - a. Nicole Burnard: Aye
 - b. Betsy Sues: Aye
 - c. Julie Durgin-Sicree: Aye
 - d. Jessica McCready: Aye
 - i. **Vote: 4-0.** Motion carries.

5. New Business & Policy Matters

- a. Review Extended School Day RFP and Recommendation/Scoring from Evaluation Committee; Potential Vote

- i. Don Sawyer reviewed the evaluation summary for the RFP process including the timeline of events throughout the process, who submitted RFPs, cumulative and average scores.
 - ii. Questions from the Committee surrounded the possibility of adding a one day enrollment option, clarity for 5 day week pricing and financial aid consistency.
 - iii. Additional discussion focused on higher capacity and space concerns, concerns about transition risks if changes are made from the current program, enrollment numbers for kindergarten students and next steps.
 - iv. Betsy Sues motioned to award RFP 26-001 Facilities Lease for Extended Day Operations to SED pending Chair signature. Julie Durgin-Sicree seconded the motion. An amendment was made to change “pending” to “authorizing” Chair signature. Julie Durgin-Sicree seconded the amended motion.
 - 1. ROLL CALL VOTE:
 - a. Nicole Burnard: Aye
 - b. Betsy Sues: Aye
 - c. Julie Durgin-Sicree: Aye
 - d. Jessica McCready: Aye
 - i. **Vote: 4-0.** Motion carries.
- b. Potential Adoption of Policy EEBA, Fuel Efficient Vehicle Policy
- i. Due to the time sensitive deadline associated with the fuel efficient vehicle grant application, the Committee discussed voting to waive the second and third readings of Policy BGB.
 - ii. Betsy Sues motioned to waive the second and third readings of the Fuel Efficient Vehicle Policy due to the time sensitive grant application deadline and move to consideration for adoption at this meeting. Nicole Burnard seconded the motion.
 - 1. ROLL CALL VOTE:
 - a. Nicole Burnard
 - b. Betsy Sues
 - c. Julie Durgin Sicree
 - d. Jessica McCready: Aye
 - i. **Vote: 4-0.** Motion carries.
 - iii. Superintendent Crozier noted that he and the LS Superintendent have met with town officials to address clarifying questions regarding the policy and were satisfied with the way it was written.
 - iv. Betsy Sues motioned to adopt Policy EEBA, Fuel Efficient Vehicle Policy as presented effective immediately. Nicole Burnard seconded the motion.
 - 1. ROLL CALL VOTE:
 - a. Betsy Sues: Aye
 - b. Julie Durgin-Sicree: Aye
 - c. Nicole Burnard: Aye
 - d. Jessica McCready: Aye
 - i. **Vote: 4-0.** Motion carries.
- c. Policy BDHH, Civility, Respect, and Protection from Harassment
- i. This is being brought to the Committee as a possible policy for future consideration.

- ii. Questions surrounding where the policy originated from were asked.
 - iii. The majority of the Committee would like to see this on a future agenda for discussion.
- d. FY27 Budget Warrant Discussion; School Committee Positions on Articles
- i. Potential Vote on Warrant Articles
 1. The School Committee has been asked to vote on two articles, Vocational Education and ADA Self Assessment Transition Plan for the town and school district.
 2. Each member shared their thoughts on Vocational Education with the majority sharing their support. One member shared concerns related to the timeframe of when we'd be entered into an agreement with a vocational school and funding concerns.
 3. Vice Chair Jessica McCready will report to the Chair that the vote is 3-1 in support of this article.
 4. Sandra Duran, Combined Facilities Director shared that the ADA Self Assessment Transition Plan article addresses accessibility barriers in town and school buildings, parks, and pathways and other accessibility projects that are now emerging.
 5. Questions surrounded whether the report has been updated to reflect new concerns, if funding would support a new assessment or previous projects and whether funding is available from prior articles.
 6. The Committee shared their support for this article 4-0.
- e. Anti Hate / Anti Bias Task Force Charge and Next Steps
- i. Discussion surrounded whether the task force should comply with Open Meeting Law requirements after concerns were raised by a resident and guidance was received from legal and the Attorney General's Office.
 - ii. This will be brought to a future meeting for further review.
- f. School Committee Communications
- i. The Committee discussed a focus on improving communication and transparency by creating meeting recap summaries to better help community understanding. Members shared their support of the idea but decided to add this communication piece to a future agenda for additional discussion.
 - ii. The Committee then discussed creating a response from the School Committee in preparation for the Special Town Meeting.
 - iii. A question surrounding the process for voting on the prepared response was asked.
 - iv. Julie Durgin-Sicree motioned for Betsy Sues to start to draft some points and work with us for comment at an upcoming town meeting the date to be determined. Vice Chair Jessica McCready seconded the motion. Vice Chair Jessica McCready motioned to amend Julie's motion to remove "work with us". Nicole Burnard seconded the amended motion.
 1. ROLL CALL VOTE:
 - a. Betsy Sues: Aye
 - b. Julie Durgin-Sicree: Aye

- c. Nicole Burnard: No
- d. Jessica McCready: Aye
 - i. **Vote: 3-1.** Motion carries.

6. Adjournment

- a. Betsy Sues motioned to adjourn at 10:35 p.m. Nicole Burnard seconded the motion.

- i. ROLL CALL VOTE:

- 1. Betsy Sues: Aye
 - 2. Julie Durgin-Sicree: Aye
 - 3. Nicole Burnard: Aye
 - 4. Jessica McCready: Aye
 - a. **Vote: 4-0.** Motion carries.

Respectfully Submitted,
Julie Williams
Executive Assistant to the Superintendent

Documents Reviewed During the April 13, 2026 School Committee Meeting

1. Spring 2026 Benchmark Presentation
2. G6 EL Pilot Update
3. 012626_Sudbury School Committee Minutes_DRAFT
4. 020926_Sudbury School Committee Minutes_DRAFT
5. SC Meeting Warrant Summary - 041326
6. Exhibit A- Project Budget
7. Sudbury Haynes Nixon ES (2024 ARP) PFA Cover Letter
8. Sudbury, Haynes & Nixon ES (2024 ARP) PFA Legal Cert.docx
9. Summary of Feedback from March 31 Listening Session
10. RFP 26-001 Evaluation Summary to SC_260410
11. BGB - POLICY ADOPTION
12. EEBA_DRAFT Sudbury-Zero-Emissions-Vehicle-First-Policy-draft.docx
13. MASC Policy_BDDH - CIVILITY, RESPECT, AND PROTECTION FROM HARASSMENT
14. 2026 ATM Warrant - 4-8-26
15. DRAFT Sudbury Public Schools' Commitment to Addressing Antisemitism and All Forms of Hate and Bias
16. April132026



SUDBURY PUBLIC SCHOOLS

40 Fairbank Road

Sudbury, Massachusetts 01776

Phone: (978) 639-3211 Fax: (978) 443-9001

Sudbury Extended Day, Inc. Additional Space Lease Agreement

Sudbury Public Schools agrees to lease the additional space to Sudbury Extended Day, Inc. described below.

Additional Space: Haynes Learning Lab
Haynes Elementary School
169 Haynes Road
Sudbury, MA 01776

Agreement Period: 2026-2027 School Year Calendar (September 2026 – June 2027)

Additional Rent: \$2,327.96 for the Agreement Period

Both parties agree that, with the exception of those items listed in this Additional Space Lease Agreement, this agreement will be subject to all terms and conditions contained in the current main lease agreement dated February 14, 2022 between Sudbury Public School and Sudbury Extended Day, Inc.

LANDLORD:

TENANT:

For **SUDBURY PUBLIC SCHOOLS:**

For **SUDBURY EXTENDED DAY, INC.:**

Signature: _____

Signature: _____

Print Name: _____

Print Name: _____

Date: _____

Date: _____



SUDBURY PUBLIC SCHOOLS

40 Fairbank Road

Sudbury, Massachusetts 01776

Phone: (978) 639-3211 Fax: (978) 443-9001

Sudbury Extended Day, Inc. Additional Space Lease Agreement

Sudbury Public Schools agrees to lease the additional space to Sudbury Extended Day, Inc. described below.

Additional Space: Loring Library Designated Space
Loring Elementary School
80 Woodside Drive
Sudbury, MA 01776

Agreement Period: 2026-2027 School Year Calendar (September 2026 – June 2027)

Additional Rent: \$2,229.02 for the Agreement Period

Both parties agree that, with the exception of those items listed in this Additional Space Lease Agreement, this agreement will be subject to all terms and conditions contained in the current main lease agreement dated February 14, 2022 between Sudbury Public School and Sudbury Extended Day, Inc.

LANDLORD:

TENANT:

For **SUDBURY PUBLIC SCHOOLS:**

For **SUDBURY EXTENDED DAY, INC.:**

Signature: _____

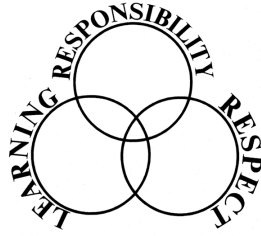
Signature: _____

Print Name: _____

Print Name: _____

Date: _____

Date: _____



Ephraim Curtis Middle School

22 Pratts Mill Road • Sudbury, Massachusetts 01776-2623
Telephone 978-443-1071 • Fax 978-443-1098 • www.sudbury.k12.ma.us/curtis

Principal
Jeff Mela

Assistant Principals
Angela Menke
Brian Menna

To: Brad Crozier
From: Lauren Egizio
Date: June 1, 2026

As per School Committee Policy JJH, I am writing to propose and request permission for an overnight field trip for 8th grade students in the 2026-2027 school year. Please find the specifics of the trip below:

COORDINATOR: *Lauren Egizio, Humanities Curriculum Coordinator*

SCHOOL: *Curtis Middle School*

GRADE: *All 8th grade students*

DATES OF TRIP: *May 11-14, 2027*

NUMBER OF DAYS AWAY FROM SCHOOL: *4*

DESTINATION: *Washington D.C.*

PURPOSE OF TRIP:

In June 2018, the Department of Elementary and Secondary Education released a revised curriculum framework for History and Social Sciences, which puts a greater emphasis on civics across all grade levels. The eighth grade curriculum has a direct focus on government and civics, with topics including: The philosophical foundations of the U. S. political system, the development and institutions of the U. S. government, rights and responsibilities of citizens, the Constitution, Amendments, and Supreme Court decisions, and the freedom of the press and news/media literacy.

Much research has shown that place-based learning offers many benefits for students. Student engagement is higher therefore promoting greater understanding of concepts. It also facilitates students' ability to synthesize their classroom learning with authentic environments and real-life situations.

Eighth grade students from Curtis Middle School will travel to Washington D.C. for the purpose of researching and engaging in civic and government-related activities. Students will visit civic landmarks and view original documents of democracy. They will better understand the history, structure, purpose, and processes of the U.S. government, and important persons in governmental history. They will gain civil and historical perspective by visiting various museums addressing such topics as the Holocaust and African-American history.

TRAVEL AGENCY:

Academic Expeditions ("AE")
P.O. Box 7661
Charlottesville, VA 22906
917.608.4177

TRANSPORTATION:

Students and chaperones will travel by coach buses throughout the trip. Our departure and arrival will occur at Curtis Middle School.

ACCOMMODATIONS:

AE will arrange housing at an area hotel and will be assigned 4 students per room. Chaperones will be placed 2 per room (or 1 per room per individual cost).

COST PER STUDENT: Approximately \$1,600 - A 10% deposit is due at registration, and the final payment will be due approximately March 15, 2027. The total cost may be lessened, depending on fundraising efforts.

NUMBER OF STUDENTS TRAVELING: approximately 256 (based on 93% participation)

ITINERARY:

There will be multiple itineraries containing the same locations. Please see the attached [sample itinerary](#) for more information. There will be multiple whole group activities and a whole group photo.

SOURCE OF FUNDS:

Students will submit payments directly to AE. One free place is earned for every 8 paid travelers. These free places will be assigned to teacher chaperones and the nurse. Students will have the option of making payments in a lump sum or installments.

ADMINISTRATOR: Lauren Egizio, Humanities Curriculum Coordinator

CHAPERONES: Chaperones will be Curtis faculty members and will supervise groups of 10-12 students. Specific student needs will be met by Curtis faculty members.

CURRICULUM CONNECTIONS:

The entire 8th grade curriculum connects to civics & U.S. government. The topics of study include:

Topic 1. The philosophical foundations of the United States political system

Topic 2. The development of the United States government

Topic 3. The institutions of the United States government

Topic 4. Rights and responsibilities of citizens

Topic 5. The Constitution, Amendments, and Supreme Court decisions

STUDENT BEHAVIORS THAT WILL CONFIRM ACHIEVEMENT OF THE LEARNING OBJECTIVE:

Students will demonstrate knowledge of the learning standards by exhibiting civic discourse through words and actions. They will explain how government power is divided between the three co-equal branches, including through the principles of checks and balances and the separation of powers. They will understand the rights and responsibilities of citizens and the importance of civic engagement at the local, state, and federal levels. They will be able to articulate historical events as they pertain to sites and museums.

**Sudbury Public Schools
School Committee Meeting**

Date: June 1, 2026

Agenda Item: 4a
2026-2027 Committee Expectations, Practices and Meeting Norms

Recommendation:

Motion to reaffirm our commitment to remain respectful of School Committee Norms and Processes as discussed in the June 1, 2026 meeting.

Background / Preparation Information:

We reorganized the committee leadership at our last meeting and elected a new chair and vice chair. As the new chair, I want to have a discussion about how meetings are conducted, expectations of each member, including myself, and best practices moving forward. Please review the attachments in the packet for this agenda item and come to the meeting with your thoughts and questions. I am specifically interested in how you think the meetings can run smoothly and efficiently. I would also like to discuss official communication methods of the Committee, via email.

Attachments:

SchoolCommitteeHandbook_Updated_March22026
Item4a_060126.docx

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

Sudbury School Committee Handbook



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.

PRIDE - EXCELLENCE - UNITY

Approved: October 3, 2022
Amended: November 3, 2025
March 2, 2026

Introduction

The purpose of this Handbook is (1) to guide Committee members regarding their responsibilities as elected public officials, (2) to instruct Committee members regarding the work of the School Committee; and (3) to instruct Committee members regarding the procedures and practices of the Committee. All Committee members should familiarize themselves with the content of this Handbook whether they are a new member or an existing member. The Handbook should be reviewed and updated by the Committee periodically or as frequently as the Committee deems appropriate to maintain its applicability.

About Sudbury School Committee:

The School Committee consists of five members who are elected to three-year terms. The Committee is an independent body entrusted by law with broad powers and important duties. Following the enactment of the Educational Reform Act in 1993, which restructured, and in some ways, curtailed the powers of Massachusetts School Committees, the School Committee has the power to:

1. 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;
2. Review and approve budgets for public education in the district; and, 3. Select, evaluate annually, and, if necessary, terminate the Superintendent.

It is also the role of the Committee to evaluate the effectiveness of its policies and the Superintendent's implementation of them and to serve as the employer for the district for collective bargaining purposes.

The Committee is responsible for engaging with the community to maintain an understanding of the community's needs. In contrast to the Committee, which has budgetary, and policy-making authority, the Superintendent is charged with the day-to-day administration and oversight of Sudbury Public Schools.

The Committee typically holds public meetings two times per month during the academic year and one time each in July and August. Additional meetings may be added to the schedule as needed at the discretion of the Chair and in collaboration with the Administration. Agendas, agenda packets and supporting documents can be found on the Sudbury Public School and Town of Sudbury websites. Regular attendance at all meetings is critical to the function of the Committee and to assure a quorum of members is present to vote and establish consensus. As a courtesy, School Committee members shall inform the Chair as soon as possible if they are going to be absent from a regular meeting or an Executive Session. As a Committee of five members, a quorum

is achieved when at least three members are present. The presence of three members at any given time, shall trigger adherence to Open Meeting Law requirements. As such, unless posted as a formal meeting, no three Committee members may deliberate on School Committee business. Committee members are reminded to be mindful of the requirements of Open Meeting Law as oftentimes Committee members may be present at different town-wide meetings at any given time.

It is important that members understand the work of the administration, staff and educators to best support them in the District. The School Committee authority comes from the group, by majority, not from any one member. It is important that members ask questions and express their opinions on the issues. Once action is taken, by a vote of the Committee, it is expected that all members support the effort and decision made by the majority, regardless of individual positions. Actions taken that contradict the decision of the majority can erode the integrity of the Committee as a whole, and trust with the community.

Committee meetings are governed by Robert's Rules of Order.

There is an opportunity for public comment at each regular school committee meeting. ([Reference Policy BEDH](#))

The School Committee may be contacted at: school-committee@sudbury.k12.ma.us or mail:

Sudbury School Committee
40 Fairbank Road
Sudbury, MA 01776

School Committee meetings are streamed live in certain locations on Sudbury TV. Recent school committee meetings may also be viewed online at www.SudburyTV.org. Information regarding the School Committee may also be found on the SPS website: <https://www.sudbury.k12.ma.us/>

Operating Procedures and Protocols:

A. Member Orientation and Responsibilities:

All members must:

- Complete the required orientation course. Charting the Course is offered through the Massachusetts Association of School Committees (MASC). You must complete this sometime within your first year and provide a certificate of completion to the Superintendent's office.
- Complete the required Massachusetts Conflict of Interest Law/Ethics training,

and submit your completed certificate to the Town Clerk and the Superintendent's office within 30 days of taking office.

- Complete the required [Massachusetts Open Meeting Law Training](#), and submit your completed certificate to the Town Clerk and the Superintendent's office within 30 days of taking office.
- Become familiar with the School Committee policies on the District website.

Upon the election of new members to the School Committee, the Chair of the Committee will conduct the following orientation procedure in collaboration with the Superintendent:

- Assist new members in registering and becoming familiar with professional development offerings of MASC.
- Advise new members of their obligation to maintain the confidentiality of Executive Session
- Contact the appropriate administrators to update the District website regarding new members' contact information and to confirm information
- Organize an opportunity with the Administration for new members to familiarize themselves with Central Office Staff
- Encourage new members to meet with the Superintendent monthly

B. Responsibilities of the Chair:

In addition to the requirements contained within the District Policy Manual, the role of the Chair will also include the following: (Nothing contained herein will conflict with the responsibilities of the Chair as contained within the District Policy Manual)

- Ensure that Executive Session minutes are taken and approved. The Chair will take Executive Session minutes or shall be responsible for appointing a designee to record Executive Session minutes at each meeting.
- Meet monthly with the Superintendent to plan Agendas. It is recommended that the Chair invite and encourage the Vice-Chair to attend agenda setting meetings.
- Sign payroll warrants
- Contact Legislators to arrange citations for members leaving the Committee.

C. Agenda Development and Request Procedures

Authority and Purpose

Under Policy BEDB – Agenda Format, “The Superintendent, conferring with the Chair of the School Committee, will arrange the order of items on meetings agendas...” and “Any School Committee member, staff member, or citizen may suggest items of business. The inclusion of such items, however, will be at the discretion of the Chair of the Committee. A staff member who wishes to have a topic scheduled on the agenda should submit the

request through the Superintendent.”

In addition, Policy BDB – School Committee Officers charges the Chair to “Consult with the Superintendent in the planning of the Committee’s agendas.”

The Chair presides on behalf of the full Committee, ensuring that all members have an equitable opportunity to raise topics consistent with the Committee’s statutory purview under M.G.L. c. 71. This process provides a clear, consistent pathway to request topics while maintaining efficiency, transparency, and compliance with the Massachusetts Open Meeting Law.

This process also aligns with Policy BDD – School Committee–Superintendent Relationship, ensuring that agenda development reflects collaboration between governance and administration while maintaining distinct roles and responsibilities.

Request Submission by Members

Any School Committee member may request that an item be placed on a future agenda.

Requests should be submitted to the Chair and Superintendent via email or during a public meeting under “Future Agenda Items.”

Each request should briefly describe the topic and the desired level of action by the committee (e.g., informational update, discussion, or potential action).

If the Chair determines that a request is not appropriate for a public meeting, for example, if it falls outside the Committee’s statutory or policy authority, the Chair will notify the member and, if applicable, suggest alternative next steps (e.g., referral to a subcommittee, administrative review, or workshop discussion).

If the Chair Declines to Schedule an Item

The Chair will make every effort to schedule items requested by committee members that further the work of the committee. Under Robert’s Rules of Order, Newly Revised (adopted by Policy BEDD – Rules of Order), the agenda is the property of the body.

If a member’s request to include an item is declined, that member may make a motion during a meeting to place the topic on a future agenda. If a majority of the Committee supports the motion, the Chair will schedule the item within a reasonable timeframe.

Public Requests for Agenda Items

Community members may submit topic suggestions to the Chair or Superintendent. Consistent with Policy BEDH – Public Comment at School Committee Meetings, the Chair will acknowledge public requests and, when appropriate, refer them to the Superintendent, an existing subcommittee, or a future agenda for consideration.

Requests from the public are not automatically added to the rolling agenda.

Scheduling and Preparation

Even though all requested items requested by committee members will be added to the rolling agenda, the order in which they appear on a meeting agenda will be prioritized. When determining when to schedule an agenda item, the Chair and Superintendent will consider the following to ensure the committee is working on items most relevant to its charge:

- Alignment with M.G.L. c. 71, contractual obligations, and other statutory responsibilities;
- Connection to the District’s strategic goals, annual priorities, and policy work;
- Time-sensitive items, including expiring contracts, mandated reviews, and reports required by law (e.g., RFP renewals or program updates tied to contractual timelines);
- Overall meeting workload, balance, and length; and
- Availability of necessary background materials or staff input.

The Chair and Superintendent will confer prior to each meeting to review upcoming topics and finalize agenda priorities.

The Superintendent or designee may be asked to prepare a memo or background summary for inclusion in the packet when the item appears.

To ensure transparency and coordinated planning, the Chair will maintain a rolling agenda that includes both anticipated topics related to statutory, contractual, and strategic responsibilities and items proposed by members or subcommittees. This rolling agenda will be reviewed monthly during the “Future Agenda Items” portion of meetings and may be shared with members at any time upon request to support proactive planning, goal alignment, and efficient use of meeting time.

The rolling agenda also serves as a planning tool to ensure that meeting schedules and topics remain aligned with the Committee’s annual goals, outcomes, and ongoing evaluation of progress toward district priorities.

Documentation and Transparency

All future agenda item requests raised during a public meeting should be recorded in the meeting minutes under the “Future Agenda Items” section, consistent with Policy BEDG – Minutes.

Requests submitted outside of a meeting (for example, by email to the Chair or Superintendent) will be added to the rolling agenda. Items that have not yet been scheduled for a specific meeting will be noted during the “Future Agenda Items” section

of the next public meeting to ensure transparency.

During the “Future Agenda Items” portion of a meeting, members may state proposed topics for consideration at an upcoming meeting; however, no discussion, debate, or deliberation may occur at that time, in accordance with the Massachusetts Open Meeting Law, since those specific subjects have not been posted for public notice.

This practice ensures that all requests are acknowledged, tracked, and addressed in a transparent, organized, and legally compliant manner, consistent with the Committee’s commitment to open governance and proactive agenda planning.

D. Annual Agenda Items and Regular Business:

Summer Workshop/Retreat:

It is the practice of the School Committee to conduct an annual retreat in the summer to engage in meaningful professional development, discuss goals, and plan for the year ahead.

The Committee’s practice is to discuss its SMART goals for the coming year during the summer retreat. The Committee’s goals shall align with the role and responsibility of the Committee as well as the District goals. It is the practice of the Committee to conduct a mid-year check-in on progress of the goals.

Superintendent Evaluation:

One of the major roles of the School Committee is to evaluate the Superintendent. The School Committee utilizes the recommended processes established by the Department of Elementary and Secondary Education. The School Committee collaborates with the Superintendent to set Superintendent goals by June, for Committee approval for the upcoming school year. The Superintendent provides a mid-year report on goals typically in January and an annual summative report in May. The Superintendent evaluation is typically completed in June of the current school year.

Annual Agenda Topics:

- Budget
- Capital Planning
- Legislative Forum
- METCO
- Reorganization of School Committee
- School Committee goals
- School Committee protocols
- School Committee Self-Assessment
- Student Achievement
- Superintendent Evaluation

- Tri-District Meeting
- Town Meeting articles

*Additionally, curriculum and department presentations are brought by the Superintendent under Educational and Operational Matters.

School Calendar Review and Approval:

In carrying out its calendar review responsibilities, the School Committee recognizes that its core responsibility is to steward a calendar that best supports the educational needs of students and creates the conditions for the best possible educational outcomes for all, consistent with the safe and effective operation of the schools. The School Committee also recognizes that calendar decisions affect not only operations and instructional continuity, but also the district's commitment to belonging, inclusion, and respect for the diverse religious and cultural traditions represented in the SPS community. The annual review process should therefore support a calendar-development approach that is transparent, data informed, and mindful both of educational continuity and operational feasibility and of the importance of ensuring that all students and families feel seen, respected, and welcomed in Sudbury Public Schools.

The School Committee shall annually review and approve the district calendar for the upcoming school year. At the conclusion of each school year, typically in June or July, the Administration shall provide an analysis of student and staff absence data, disaggregated by school and by staffing categories relevant to substitute coverage, including the average daily absence rate for the year and the absence rate for each individual instructional day. In addition to the full-year presentation, the data shall be separately presented for dates of interest, including broadly observed religious or cultural observance days and any other dates identified by the School Committee for review. The data shall be aggregated annually and presented with a rolling comparison. The Administration shall also provide context for dates on which staff absences may affect the safe operation of a school, or on which student absences may significantly affect educational equity or the quality of instruction.

At least once every five years, and more frequently if requested by the School Committee, the Administration shall survey instructional staff regarding religious and cultural observance dates they prospectively expect to take off, regardless of whether those dates are already designated as no-school days. Such survey shall include, at minimum, Rosh Hashanah, Yom Kippur, Diwali, Lunar New Year, Good Friday, Eid al-Fitr, and Eid al-Adha, as well as any additional dates identified by the Committee or requested by the community for review. The survey shall distinguish between dates instructional staff expect to take off and dates they believe they possibly will take off.

Each summer, the School Committee shall review the absence data and any relevant survey results and instruct the Superintendent to develop a proposed calendar based on

the Committee's determination of no school days that best support safe and effective school operations and the needs of the SPS student population.

In developing the proposed calendar, the SPS Administration shall also review professional development days with Lincoln-Sudbury Regional High School administration to identify opportunities for alignment where feasible, recognizing that contractual constraints may limit alignment in some cases.

The Administration shall then present a proposed calendar to the School Committee for approval, identifying no-school days for vacation periods, state and federal holidays, professional development, and any religious or cultural observances recognized by SPS, as well as all early release days, half days, and other significant calendar elements. If operationally feasible, the School Committee may approve up to two years of calendars at one time.

Additional School Committee actions required by law:

Outside of its major responsibilities, the Committee must attend to additional legal responsibilities throughout the year.

Application for School Personnel to Administer EpiPens: Prior to each school year, the Committee shall vote to authorize the Chair and the Superintendent to sign the application for the District.

SPS Family Handbook: Prior to each school year, the Committee shall vote on the handbook.

School Choice: By June 1st of every year, the Committee must hold a hearing and vote on School Choice (Policy JFBB-1).

Appointment of the Superintendent to other Boards: In September, the Committee annually appoints the Superintendent to the Collaboratives.

Budget: Hold an annual budget hearing and vote on the budget in December.

Additional fiduciary responsibilities:

- Approval of the receipt and expenditure of grant funds
- Budget transfers between cost center
- Monthly accounts payable and payroll warrants

Subcommittees

The School Committee may establish Subcommittees. Subcommittees are established by a majority vote of the Committee. Subcommittees typically consist of two School Committee members, in addition to other individuals as requested by the Committee.

Subcommittees adhere to the requirements of Open Meeting Law. Meetings are posted and minutes are taken and maintained for all Subcommittees. The Subcommittee will fill out the [Subcommittee Template form](#) that serves to formalize the role, responsibility and reporting requirements of the Subcommittee.

Appointments to External Boards

From time to time, the School Committee may, at the request of the Town, appoint persons to certain roles in the community to represent the interests of Sudbury Public Schools. Such appointments shall be made by a majority of the School Committee. It is the practice of the School Committee to post the appointment position and to allow a two-week open application period for individuals to apply. The School Committee shall consider the applications and vote to appoint someone to the respective role. The appointment application form shall be posted on the District website.

E. Posting of School Committee and Subcommittee Agenda Packets

In accordance with a vote of the School Committee, School Committee agenda packets will be posted to the Sudbury Public Schools District website by 12:00 p.m. (noon) on the day of the scheduled School Committee meeting. Amended and final agenda packets will be posted to the district website.

The Chair of each Subcommittee will determine whether their Subcommittee's agenda packet will be posted to the District website. Due to the evolving nature of policy development and the potential for confusion regarding preliminary drafts, Policy Subcommittee meeting packets will not be posted to the district website. Community members may request the packet by emailing the School Committee.

Liaison Assignments:

The School Committee appoints liaisons to various Town and School related Boards or Committees. These appointments typically occur with the reorganization of the Committee in May. These roles serve as a mechanism of information sharing between Boards and Committees. The Committee appoints Liaisons to the following Boards, and Committees.:

- Select Board
- Finance Committee
- Massachusetts Association of School Committees (MASC) Delegate
- Lincoln-Sudbury Regional High School Committee
- Sudbury Special Education Parent Advisory Council (SEPAC)
- Health and Wellness Advisory Committee

Parent Advisory Councils: Advisory Roles and Input Process

Purpose and Scope

In alignment with Massachusetts law and Sudbury Public Schools' commitment to inclusive, collaborative governance, the Sudbury School Committee values the input of all district-recognized Parent Advisory Councils (PACs).

Under *M.G.L. c.71B, §3*, the Special Education Parent Advisory Council (SEPAC) is specifically charged with advising the School Committee on matters related to the education and safety of students with disabilities.

Under *M.G.L. c.71A, §6* and *603 CMR 14.09*, districts enrolling a significant number of English Learners are required to establish an English Learner Parent Advisory Council (ELPAC). The ELPAC is composed of parents or guardians of students identified as English Learners and is charged with advising the district and School Committee on matters that impact the education of English Learners, including programs, family engagement, and language access.

In addition to the SEPAC and ELPAC, the School Committee may recognize or establish other PACs, such as the LGBTQ+ Parent Advisory Council, or other councils that provide advisory input on district policies, practices, and priorities related to educational equity, inclusion, and access.

The following outlines the process through which the School Committee receives advisory input from SEPAC, ELPAC, and other PACs.

Communication and Liaison Structure

- The School Committee will designate a liaison(s) for each active PAC.
- The liaison serves as a communication bridge between the PAC leadership and the Committee, sharing relevant updates and facilitating dialogue on matters of mutual interest.
- The liaison does not represent the PAC's views or make commitments on behalf of the Committee but ensures that communication is timely and transparent.
- The Chair, Vice-Chair, and Superintendent coordinate with PAC leaders and liaisons to identify agenda items where advisory input would be appropriate or valuable.

Regular Opportunities for Advisory Input

- **Annual Joint Meeting:** Each school year, PAC leadership or its designee(s) will be invited to a joint School Committee meeting to share annual goals, accomplishments, and key recommendations.
- **Written Advisories:** PACs may submit letters, reports, or recommendations to the School Committee for inclusion in public meeting agenda packets when appropriate.
- **Attendance at a Specific Portion of a School Committee Meeting:** When there is an agenda item of mutual interest, and with the permission of the Chair, a representative from the PAC may attend that portion of the meeting to ask questions and/or provide feedback. To ensure that the PAC's input reflects its advisory role, the representative must

present the position of the PAC as a whole, rather than the views of an individual member.

Advisory Input on Policies

When the School Committee is considering or revising a policy that may affect students or families represented by a Parent Advisory Council, the Committee will seek input from the relevant PAC(s) as part of its formal policy adoption process in accordance with Policy BGB: Policy Adoption.

Policy BGB Framework

The School Committee follows a three-step process for policy consideration:

1. **Information:** Introduction of a proposed or revised policy.
2. **Discussion (First Reading):** Committee discussion and opportunity for stakeholder input.
3. **Action (Second Reading):** Final deliberation and potential vote for adoption.

PAC Consultation Process

- During the *Information* stage, the Policy Subcommittee or Chair will identify policies relevant to one or more PACs and share drafts for review.
- PACs will have a defined feedback window (typically no less than two weeks) to submit written comments or request discussion.
- PAC feedback will be summarized in the policy cover memo or inserted into the agenda packet when the draft policy advances to the full Committee for Discussion or Action.
- The School Committee will acknowledge receipt of PAC input in its meeting minutes and may note how the feedback was incorporated.

This process ensures advisory input is considered before final action and is consistent with both Policy BGB and the Open Meeting Law.

Advisory Input on General Agenda Items

For broader topics, such as budget development, capital planning, or curriculum, that may impact the populations represented by PACs:

- The Chair, Vice-Chair, Superintendent, or liaison will notify the relevant PAC(s) when such topics are scheduled.
- PACs may submit written input in advance, attend that specific portion of the School Committee meeting to ask questions and provide feedback, or request to be included as a future agenda item for advisory discussion.
- The School Committee will document and acknowledge PAC advisories in the public record.

Annual Review

Before the end of each annual term and prior to the Sudbury Annual Town Meeting, the School Committee liaison(s) will meet with PAC leadership to review engagement during the current school year.

This review may take place in person, via Zoom, or through other means such as email or phone consultation, to ensure accessibility and broad participation.

The annual review process is intended to:

- Assess the effectiveness of communication and advisory processes,
- Identify opportunities for improvement or enhanced collaboration, and
- Ensure PACs feel properly supported so they can fulfill their roles and responsibilities.

Following this review, the School Committee liaison will prepare a written memo summarizing key discussion points, recommendations, and any identified areas for improvement. This memo will be included in the public meeting packet for acknowledgment and discussion by the full Committee.

Budget Process:

Sudbury Public School's Budget:

Among the School Committee's most significant responsibilities is review and approval of the District's operating budget. The process of building this budget should be transparent and communicated to the School community and the broader Town of Sudbury community. The operating budget aligns with the District Strategic Plan and represents the District goals, mission, vision and values of Sudbury Public Schools.

The Superintendent works with their Administrative Leadership Team throughout the course of the year to assess and determine priorities for the coming year. These priorities are then shared with the School Committee. The School Committee's work with the Budget begins in the Fall and leads to the Superintendent proposed budget presentation in December.

The School Committee discusses the proposed budget during regular meetings, and, if necessary, may conduct additional meetings solely focused on budget for deliberative purposes. Following such deliberations and comprehensive review of the Superintendent's proposed budget, the School Committee conducts a Public Hearing pursuant to Massachusetts Gen Laws Chapter 71, Section 38N. This mandated hearing is an opportunity for the public to comment and provide feedback on the proposed budget. In addition to the posting requirements for this Public Hearing under the applicable statute, it is the customary practice of the School Committee to maximize communication regarding this Public Hearing to the Sudbury School Community as well as the broader Town of Sudbury Community. Upon completion of the Public Hearing process, the School Committee will vote on the proposed budget.

Upon passage of the proposed budget by a majority vote, the Budget formally becomes the School Committee Budget and is then presented to the Finance Committee. The School Committee Budget is presented at the Annual Town Meeting by the Superintendent. A majority vote at Town Meeting in May is required for approval of the School Committee Budget.

Budget Monitoring and financial responsibilities:

In addition to approval of the District's operating budget, the Committee is also responsible for monitoring the implementation of the budget. The School Committee reviews financial reports on a monthly basis. Such reports shall include information regarding year to date expenditures, encumbrances and updated forecasts for the current fiscal year.

The School Committee is also responsible for approving payroll, and authorizing payments to vendors and individuals by reviewing and signing the Payroll and Accounts Payable Warrants produced by the Business and Finance Office. Additionally, WarrantArticles for Annual Town Meeting, or any Special Town Meeting are reviewed and approved by the Committee. Bids for goods and services for the District are also approved or rejected by the Committee.

Appendix 1: Open Meeting Law and Executive Session Open Meeting Law:

The Open Meeting Law (OML) of the Commonwealth of Massachusetts is intended to protect the public's right to access the deliberations of its elected representatives and promote transparency in government. The OML requires us to:

- Provide the public with notice of our meetings 48 hours in advance (excluding weekends and legal holidays) except in cases of emergency
- Hold our meetings in a publicly accessible venue
- And create, approve and maintain accurate minutes which include the date, time and location of the meeting, a list of the names of members present and absent, and a summary (not at transcript) of discussions, a list of documents and exhibits used, and a record of all decisions made and actions taken, including a record of all votes.

The OML applies to all meetings and subcommittee meetings excluding executive sessions. Meeting minutes as well as any other documents, emails and correspondence that Committee members send or receive (including texts) in their capacity as an elected public official become public documents and are subject to the Public Records Law of the Commonwealth.

The OML also restricts how and where elected officials can deliberate. With certain exceptions, expressions of opinion on matters within the jurisdiction of the Committee

must be open to the public.

The legal definition of “deliberation” is an oral or written communication through any medium (including electronic mail and social media) between or among a quorum of a public body.

More detailed information on OML may be found in the Meeting Law Guide published by the State Attorney General’s Office. All school committee members are required to complete an online training annually and file a certificate of completion with the School Committee Secretary. (Include citation to statute).

Executive Session:

Massachusetts General Law Chapter 30A Section 21 and OML identify ten (10) exceptional situations where a meeting or part of a meeting of a public body may be closed to the public due to the highly sensitive nature of the content. These meetings are confidential. Members are prohibited from discussing the content of these meetings. The following is the list of exceptions:

1. To discuss the reputation, character, physical condition or mental health, rather than professional competence, of an individual, or to discuss the discipline or dismissal of, or complaints or charges brought against, a public officer, employee, staff member or individual.
2. To conduct strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel.
3. To discuss strategy with respect to collective bargaining or litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body and the chair so declares.
4. To discuss the deployment of security personnel or devices.
5. To discuss allegations of criminal misconduct or to discuss the filing of criminal complaints.
6. To consider the purchase, exchange, lease or value of real property if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body.
7. To comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements.
8. To consider or interview applicants for employment or appointment by preliminary screening committee if the chair declares that an open meeting will have a detrimental effect in obtaining qualified applicants; provided, however, that this clause shall not apply to any meeting, including meetings of a preliminary screening committee, to

consider and interview applicants who have passed a prior preliminary screening.

9. To confer with a mediator on a litigation matter or other decision.

10. To protect trade secrets in the course of activities conducted by a public body as an energy supplier.

Appendix 2: Characteristics of Effective School Boards:

Eight Characteristics of Effective School Boards: At a Glance.

https://www.masc.org/images/events/2015/jtc-15/handouts/11-5_1045_8-Characteristics-of-Effective-School-Boards_Handout.pdf

Research indicates that the efficacy of school boards directly impacts student achievement. Schools Boards have been found to be effective in certain circumstances:

1. Committed to a vision of high expectations for student achievement and quality instruction and define clear goals toward that vision
2. Strong shared beliefs and values about what is possible for students and their ability to learn and of the system and its ability to teach all children at high levels
3. Accountability driven, spending less time on operational issues and more time focused on policies to improve student achievement
4. Collaborative relationship with staff and the community and establish a strong communications structure to inform and engage internal and external stakeholders regarding district goals
5. Data savvy embracing and monitoring data, even when the information is negative, and use it to drive continuous improvement
6. Align and sustain resources such as professional development, to meet district goals
7. Lead as a united team with the superintendent, each from their respective roles with strong collaboration and mutual trust
8. Take part in team development and training, sometimes with their superintendent, to build shared knowledge, values and commitments for improvement efforts

Topics of Discussion for Committee

1. Meeting dynamics
 - a. I anticipate meetings to be very cordial, friendly and productive.
 - b. I do understand that certain topics may become contentious. For those items, and/or when tensions begin to rise, I will revert to strictly following Robert's Rules of Order.
 - i. The chair will provide each person with a standard amount of time to speak. Each person will speak in turn and have the chance to speak again, if time allows
 - ii. One person, recognized by the chair, speaks at a time – no interrupting.
 - iii. Zoom meetings, use raise hand feature on Zoom to be recognized.
 - iv. In person meetings, raise hand to be recognized.
2. Process for adding items to the agenda – Review of current standard
 - a. Members can suggest a topic in an open meeting when Future Agenda Items is listed on that agenda.
 - b. Members can also email the Chair to request future agenda items
 - c. Please make the chair aware if it is a time sensitive item
 - d. Item will be added to the agenda to ensure a discussion but not necessarily an action by the full committee
 - e. Requesting an item does not mean it gets on the next agenda, it will go on the list reviewed by the chair, vice-chair and superintendent. Together they will decide when to add the item.
3. Process for discussing items on the agenda
 - a. Item to be discussed will be brought up by Chair in the meeting (Meeting #1).
 - b. Member who requested the item will prepare very basic packet materials, will inform the committee about the topic in the meeting and be prepared to lead the discussion. Decisions will not generally be made in Meeting #1. One person may be tasked to draft materials (rotating among members). These will go into the packet for Meeting #2.
 - c. All members will think about the topic between Meeting #1 and Meeting #2. Members will bring ideas, questions, etc.
 - d. Information from packet will be presented in Meeting #2, full discussion on items in packet, feedback incorporated from all members on drafts to prepare final versions for approval.
 - e. Chair will generally call for vote will in Meeting #2.
 - f. All members will abide by decision of the committee, even those in the minority. Names of those members who disagree with the vote will not be removed from documents.
4. Process for discussing Policy items – we have a three-step process to allow committee and community members time to review and provide feedback on policy changes/new policies. Please see policy BGB in the Policy Handbook.
5. Official communication from the Committee - Chair responds to email communications to the full Committee. Individuals can respond if sent emails directly to them. We need to be careful that emails sent to community members are not used as deliberation between members.

**Sudbury Public Schools
School Committee Meeting**

Date: June 1, 2026

Agenda Item: 4b
FY27 School Committee Meeting Schedule Updates

Recommendation:

Motion to approve the Committee Meeting Schedule as presented/amended

Background / Preparation Information:

We discussed the Committee Meeting Schedule at our May 18, 2026 meeting and agreed to the necessary changes. After the meeting, Superintendent Crozier alerted me that May 17, 2027 falls on Eid al Adha. We try not to hold meetings on religious observances and therefore will need to move that date. Please come to the meeting having checked your calendar for alternate dates May 24 or May 18.

Attachments:

School Committee Meeting Schedule FY27 (1)

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



School Committee Meeting Schedule FY27

DAY	DATE	TIME	LOCATION	TYPE
Monday	July 6, 2026	7:00 PM	Hybrid	Workshop / Regular Session
Monday	July 20, 2026	7:00 PM	Remote	Regular Session
Monday	August 3, 2026	7:00 PM	Hybrid	Regular Session
Monday	August 17, 2026	7:00 PM	Remote	Regular Session
Monday	September 14, 2026	7:00 PM	Hybrid	Regular Session
Monday	September 28, 2026	7:00 PM	Remote	Regular Session
Monday	October 19, 2026	7:00 PM	Hybrid	Regular Session
Monday	November 2, 2026	7:00 PM	Remote	Regular Session
Monday	November 16, 2026	7:00 PM	Hybrid	Regular Session
Monday	November 30, 2026	7:00 PM	Remote	Budget Review
Monday	December 7, 2026	7:00 PM	Hybrid	Budget Review
Monday	December 14, 2026	7:00 PM	Hybrid	Regular Session/ Budget Hearing
Monday	January 11, 2027	7:00 PM	Remote	Regular Session
Monday	January 25, 2027	7:00 PM	Remote	Regular Session
Monday	February 8, 2027	7:00 PM	Remote	Regular Session

Monday	March 1, 2027	7:00 PM	Hybrid	Regular Session
Monday	March 15, 2027	7:00 PM	Remote	Regular Session
Monday	March 29, 2027	6:00 PM	Boston KROC Center; 650 Dudley Street; Boston, MA 02125	Regular Session
Monday	April 12, 2027	7:00 PM	Hybrid	Regular Session
Monday	May 3, 2027	7:00 PM	LSRHS	Town Meeting
Monday	May 24, 2027*	7:00 PM	Hybrid	Regular Session
*May 18th could be an option				
Monday	June 7, 2027	7:00 PM	Remote	Regular Session
Monday	June 21, 2027	7:00 PM	Hybrid	Regular Session
Monday	July 19, 2027	7:00 PM	Hybrid	Workshop / Regular Session

¹ Approved on May 18, 2026; amended on June 1, 2026

**Sudbury Public Schools
School Committee Meeting**

Date: June 1, 2026

Agenda Item: 4c
Appointment of members to the FY28 Budget Working Group

Recommendation:

Motion to appoint (name) and (name) to the Town Budget Working Group

Background / Preparation Information:

As you will note in the email from Victor, the town is setting up a working group to “proactively address long-term financial challenges and develop sustainable budget strategies.” We have been asked to appoint two members of the School Committee to the working group. Please come prepared to offer two names, one of which could be yourself, based on who you think would be the best fit for this role.

Attachments:

GarofaloEmail_051926

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



Julie Williams <julie_williams@sudbury.k12.ma.us>

[school_committee] FY28 Budget Working Group

Garofalo, Victor <GarofaloV@sudbury.ma.us>

Tue, May 19, 2026 at 12:21 PM

To: Select Board <SelectBoard@sudbury.ma.us>, Finance Committee <FinCom@sudbury.ma.us>, Sudbury K-8 School Committee <school-committee@sudbury.k12.ma.us>, LSRHS School Committee <schoolcom@lsrhs.net>, Andrew Stephens <andrew_stephens@lsrhs.net>, Susan Bottan <susan_botan@lsrhs.net>, "Crozier, Brad" <brad_crozier@sudbury.k12.ma.us>, Annette Doyle <annette_doyle@sudbury.k12.ma.us>, Don Sawyer <donald_sawyer@sudbury.k12.ma.us>
Cc: "Sheehan, Andy" <SheehanA@sudbury.ma.us>

Good Afternoon Members of the Select Board, LS & SPS School Committee, Finance Committee, LS & SPS Superintendents and Business Managers,

As part of the Town's continued efforts to proactively address long-term financial challenges and develop sustainable budget strategies, the Town Manager will be convening the FY28 Budget Working Group. The purpose of this group is to collaboratively review current fiscal conditions, analyze structural budget challenges, and identify realistic and sustainable solutions moving forward.

The FY28 Budget Working Group Kick-Off Meeting will be held on:

Thursday, June 18, 2026

6:00 PM

Silvia Room – Flynn Building

A hybrid participation option will also be made available for those unable to attend in person. The working group will serve as a collaborative body focused on long-range financial planning, budget strategy development, and evaluating the Town's future fiscal sustainability, and members will serve as liaisons to their respective boards and committees throughout the process. The Budget Working Group meetings will also be open to the public to help ensure transparency and ongoing community awareness regarding the discussions and recommendations being developed.

We are requesting that each participating board and committee assign two representatives to participate in the working group discussions. Representation is requested from the following groups:

- Select Board
- Finance Committee
- SPS School Committee
- Lincoln-Sudbury School Committee

Please provide the names of your two representatives to me prior to the June 18th meeting.

The group will also include:

- Town Manager
- Assistant Town Manager/Finance Director
- SPS Superintendent and Business Manager
- LS Superintendent and Business Manager

As discussed during Town Meeting, the Town continues to face significant structural budget pressures as fixed and operating costs continue to outpace available revenues. These challenges include rising health insurance, pension, wage, operating, and capital costs, combined with limited revenue growth under Proposition 2½ and continued uncertainty surrounding state and economic conditions.

The working group will focus on reviewing current and projected budget challenges, evaluating long-term financial sustainability, aligning priorities across boards and committees, and identifying realistic strategies to manage rising costs while continuing to support essential Town and School services. Discussions may also include evaluating future financial options and potential strategies available to the community, including the possible consideration of an override and the long-term impacts associated with those decisions.

The intent of this process is to promote collaboration across boards, committees, and departments while developing a shared understanding of the Town's financial outlook and future budget challenges. Discussions will continue throughout the summer, fall, and winter months as the FY28 budget development process advances.

Please mark your calendars.

Thank you

Victor

BUDGET CHALLENGES

Structural Pressures Continue to Outpace Resources

-  Fixed costs continue to rise faster than revenues:
Benefits: health insurance, pension, workers comp, PC&L
-  Wages
-  Capital Investments
-  Limited options to grow revenues
-  Statewide challenges
-  Capacity unavailable to address departmental requests



TOWN OF SUDBURY



WORKING TOGETHER.
PLANNING SMARTER. BUILDING A STRONGER SUDBURY.

WORKING TOGETHER TO FIND SOLUTIONS

FY28 BUDGET WORKING GROUP

-  Town Manager & Assistant Town Manager
-  Select Board Representatives
-  Finance Committee Representatives
-  School Committee Representatives
-  SPS Superintendent & SPS School Business Manager
-  LS Superintendent & LS School Business Manager



OUR GOAL

- Address Revenue Constraints
Dependent on Prop 2 1/2, state aid and economic conditions.
- Manage Rising Fixed Costs
Insurance & Benefits, wages and capital cost continue to outpace revenue growth.
- Public Safety, Education & All Government Services
Provide essential services that keep our community safe, informed, and thriving.
- Build Long-Term Financial Sustainability
Align priorities across boards and committees. Prioritize needs within available capacity. Develop realistic, forward-looking solutions.



Responsible Planning.
Sustainable Future.

Victor Garofalo

Assistant Town Manager/Finance Director

Town of Sudbury

278 Old Sudbury Road

Sudbury MA 01776

Phone: (978) 639-3377

2025-2026 Sudbury School Committee Goals

Goal Area: Family and Community Engagement	Goal: To foster trust, transparency, and collaboration, the Sudbury School Committee will strengthen relationships with families, educators, and the broader community through inclusive engagement practices, open communication, and responsive action.			
Strategic Actions	Who is Responsible	Outcomes & Deliverables (Evidence & Data)	Mid-Year Targets	EOY Deliverable (s)
Review and update policies to support hybrid meetings and inclusive public participation	Policy Subcommittee School Committee	Review and possible adoption of BEDH (Public Comment) and BEA (Remote Participation)	Drafts presented and voted upon <u>COMPLETED</u> The Sudbury School Committee voted to adopt policies BEDH and BEA at its December 4, 2026 meeting.	Review and update policies communicated to the SPS Community <u>COMPLETED</u> The Sudbury School Committee completed its review and adoption of BEDH (Public Comment) and BEA (Remote Participation) and communicated these updates to the SPS community through an approved community letter and At-a-Glance newsletter. This letter and newsletter was distributed to the community on January 28, 2026. The communications outlined updated policies supporting both in-person and remote participation, clarified meeting and public comment procedures, and highlighted improvements to transparency and accessibility. Additional updates included revisions to the School Committee Handbook and District website, clearer agenda-setting processes, posting requirements for subcommittee materials, and a timeline requiring meeting packets to be posted by noon on the day of each meeting.

2025-2026 Sudbury School Committee Goals

*School Committee Goals Approved August 4, 2025
Mid-Year Target Update, Approved January 20, 2026
End Of Year Update, Approved May 18, 2026*

<p>Strengthen and support the School Committee's Parent Advisory Council(s).</p>	<p>SEPAC Liaisons, School Committee</p> <p>Chair</p>	<p>School Committee liaisons will provide a report on SEPAC's goals and outcomes</p> <p>The School Committee Chair will allow SEPAC to present to the School Committee at least once this year</p>	<p>SEPAC presentation</p> <p><u>COMPLETED</u> On August 4, 2025, the School Committee adopted Policy BDFB and BDFB-R, and on November 3, 2025, updated the School Committee Handbook to formalize liaison roles and advisory input processes for SEPAC and other Parent Advisory Councils.</p> <p>The Sudbury School Committee established a LBGTQ+ PAC on October 6, 2025.</p> <p>SEPAC presented to the School Committee on December 8, 2025, and participated in a joint meeting on January 15, 2026 to provide budget feedback, prompted by widespread parent concern regarding proposed reductions to summer services, including the Extended School Year (ESY) and special education–related student services.</p>	<p>SEPAC EOY Report</p> <p><u>COMPLETED</u> Members of the SEPAC and LGBTQ+ Parent Advisory Council (PAC) were invited to attend the April 13, 2026, School Committee meeting to participate in the annual Academic Benchmarking review presented by the Wellness Curriculum Specialist, Mathematics Curriculum Coordinator, and Humanities Curriculum Coordinator. This provided an opportunity for both PAC members and School Committee members to ask questions, engage in discussion, and deepen their shared understanding of student achievement and curriculum outcomes.</p> <p>On March 16, 2026, the School Committee approved a survey to be distributed to members of the Special Education Parent Advisory Council (SEPAC) and the LGBTQ+ Parent Advisory Council (PAC) as part of the annual review process described in the Sudbury School Committee Handbook. The purpose of the survey was to gather feedback on the effectiveness of communication and collaboration between the School Committee and the Parent Advisory Councils and to identify opportunities to strengthen advisory processes.</p> <p>The survey asked PAC members to assess the effectiveness of communication with their School Committee liaison, the clarity of the process for sharing input and concerns, and whether they felt they had meaningful opportunities to provide feedback on policies, programs, and decisions affecting students and families. It also sought input on whether</p>
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2025-2026 Sudbury School Committee Goals

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				<p>PAC members believed their feedback was considered by the School Committee, which communication methods had been most helpful, and what types of support would help the PACs fulfill their advisory role more effectively. Several open-ended questions invited respondents to describe what had worked well in the relationship and to offer recommendations for improving communication, collaboration, and engagement on topics important to their communities.</p> <p>The School Committee reviewed the results of the survey at its May 18, 2026 meeting and discussed next steps for the upcoming year.</p> <p>SEPAC and the LGBTQ+ PAC have been invited to attend or provide a year end report at a School Committee meeting in June.</p>
Conduct a minimum of two community listening sessions	<p>Full School Committee (two rotating members)</p> <p>Communications Liaison</p>	<p>Summaries documented</p> <p>Attendance logs</p> <p>A minimum of two surveys will be conducted to assess the effectiveness of Listening Sessions.</p>	<p>At least one community listening session will be conducted and summarized</p> <p>Draft of surveys presented to the full committee for review and approval (October)</p> <p>COMPLETED The School Committee approved a survey for listening session attendees at its September 22, 2025 meeting, held a listening session on November 6, 2025, and received a follow-up update at its</p>	<p>EOY report, which will include documented summaries from listening sessions, attendance logs, and survey results for discussion regarding if listening sessions were effective.</p> <p>Policies and School Committee Handbook will be updated, if needed, regarding listening sessions.</p> <p>COMPLETED The School Committee held two additional listening sessions on March 31, 2026, and April 14, 2026. Feedback from the March 31 session was included in the April 13, 2026 agenda packet, and feedback from the April 14 session was included in the May 18, 2026 agenda packet.</p>

2025-2026 Sudbury School Committee Goals

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			December 18, 2025 meeting summarizing attendance, key themes raised, and other data to inform the effectiveness of the listening sessions.	At its May 18, 2026 meeting, the School Committee reviewed the effectiveness of the listening sessions, discussed themes raised by community members, and considered next steps regarding whether listening sessions should become an ongoing practice. The Committee also discussed incorporating best practices and procedures for conducting listening sessions into the Sudbury School Committee Handbook.
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2025-2026 Sudbury School Committee Goals

Goal Area: Teaching, Learning, and Technology	Goal: The Sudbury School Committee will support, evaluate, and monitor the implementation of curriculum and classroom technology by receiving presentations from district leaders on instructional practices, reviewing student outcome data, and updating relevant policies, including guidance on class size and technology use. This work will ensure alignment between educational programming, district priorities, and student needs.			
Strategic Actions	Who is Responsible	Outcomes & Deliverables (Evidence & Data)	Mid-Year Deliverable(s)	EOY Deliverable (s)
Monitor implementation of the K–5 EL curriculum	School Committee, Superintendent	Presentations and data on instructional time, professional development needs, and student outcomes	Receive updates and early implementation data Review resource needs for the FY27 budget COMPLETED The School Committee received a presentation from the SPS Humanities Curriculum Coordinator at its December 8, 2025 meeting.	Review benchmarking data Document outcomes to inform FY27 planning COMPLETED The School Committee received an update from the SPS Humanities Curriculum Coordinator at its April 13, 2026 meeting.
Evaluate EL Grade 6 pilot and determine next steps	School Committee, Superintendent	Pilot data and recommendations for expansion or further study	Discuss the pilot during the FY27 budget process. Review resources and needs for the FY27 budget.	Determine a plan for Grade 6 curriculum implementation

2025-2026 Sudbury School Committee Goals

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			<p><u>COMPLETED</u> The School Committee received a presentation from the SPS Humanities Curriculum Coordinator at its December 8, 2025 meeting.</p>	<p><u>COMPLETED</u> At its April 13, 2026 meeting, the School Committee received a presentation from the Sudbury Public Schools Humanities Curriculum Coordinator regarding the Grade 6 English Language Arts pilot. The presentation summarized the outcomes of the pilot, including teacher feedback, student engagement, and alignment with the district's literacy goals, and included a recommendation for full implementation of the curriculum. The presentation also outlined the anticipated budgetary impact for FY28, including the cost of instructional materials, professional development, and ongoing coaching support needed to successfully implement the curriculum districtwide.</p>
Review 7th-grade math and the compacted 7/8 pathway	School Committee, Superintendent	Presentations and outcome data across student math tracks	<p>Analyze mid-year performance data. Review resources and needs for the FY27 budget.</p> <p><u>COMPLETED</u> The School Committee received a presentation from the SPS Mathematics Curriculum Coordinator at its December 8, 2025 meeting</p>	<p>Discuss benchmarking data and make recommendations</p> <p><u>COMPLETED</u> At its May 18, 2026 meeting, the School Committee received a presentation from the Sudbury Public Schools Mathematics Curriculum Coordinator</p>
Review and evaluate the integration of digital resources and instructional technology in classroom instruction.	School Committee, Superintendent	The School Committee will receive a report outlining current practices, alignment with the Massachusetts Curriculum Frameworks, and implementation of digital citizenship objectives as outlined in Policy IJNDB.	<p>School Committee receives presentation</p> <p>Two Superintendent updates provided summarizing how policy is being implemented, including communication with families,</p>	<p>Summarize findings Propose next steps</p> <p>The Committee will review feedback and consider next steps</p>

2025-2026 Sudbury School Committee Goals

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<p>Monitor the implementation of Policy JICJ – <i>Student Use of Technology in Schools</i>.</p>	<p>School Committee, Superintendent</p>	<p>The School Committee will receive at least three updates throughout the school year during the Superintendent's Report at a fall, winter, and spring meeting. Summaries will be reflected in meeting minutes.</p>	<p>exemption procedures, enforcement practices, and impacts on teacher, learning, and social climate.</p> <p><u>COMPLETED</u> The School Committee enhanced its understanding of Policy JIJC implementation and digital citizenship through a presentation from the SPS Technology Director at its November 3, 2025 meeting. The Superintendent and Assistant Superintendent have provided periodic updates in their district reports in relation to the teaching of digital citizenship.</p>	<p>to support consistent implementation districtwide.</p> <p><u>COMPLETED</u> The School Committee received a comprehensive presentation at its January 26, 2026 meeting reviewing the district's use of digital resources and instructional technology in classroom instruction. The report outlined current practices, demonstrated alignment with the Massachusetts Curriculum Frameworks and Digital Literacy and Computer Science standards, and provided an overview of student safety, data privacy, instructional tools, and professional development supporting effective and responsible technology integration.</p> <p>On February 9, 2026, the Superintendent and Middle School Principal gave the School Committee a student use and technology update.</p> <p>At the School Committee's request, the district prepared a memorandum that was presented and discussed at the March 16, 2026, School Committee meeting regarding technology use and screen time in Sudbury Public Schools. The memorandum, prepared by Assistant Superintendent Annette Doyle, responded to questions raised by</p>
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2025-2026 Sudbury School Committee Goals

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				<p>the Committee following the January 26, 2026, Technology Integration presentation. It summarized current research on screen time in schools, noting that health and education organizations generally do not recommend strict universal limits during the school day, but instead emphasize the importance of how technology is used and whether it supports active learning. The memorandum described district practices designed to ensure that technology use is purposeful, balanced, and developmentally appropriate, including restrictions on recreational use, filtering of inappropriate content, and limits on personal device use during school hours. It also provided estimated ranges of daily Chromebook use by grade level, ranging from no device use in pre-kindergarten to up to 90 minutes per day in middle school, and included specific examples of how technology is integrated across academic subjects to enhance instruction while maintaining a strong emphasis on discussion, hands-on learning, and relationship-building.</p> <p>At the School Committee's April 13, 2026 meeting, the Superintendent gave his third student use and technology update.</p> <p>At its May 18, 2026 meeting, the School Committee reviewed a</p>
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2025-2026 Sudbury School Committee Goals

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				<p>memorandum from the Superintendent summarizing the district's ongoing efforts to ensure that technology is used intentionally and in developmentally appropriate ways to support teaching and learning. The memorandum outlined several initiatives planned for the 2026–2027 school year, including professional development for staff, updates to student technology expectations and policies, additional safeguards for middle school students, and implementation of the Parent Blocks! dashboard to provide families with greater visibility into student device use at home. The Superintendent did not recommend establishing a separate parent advisory council on technology at this time. The Committee discussed next steps.</p>
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2025-2026 Sudbury School Committee Goals

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2025-2026 Sudbury School Committee Goals

Goal Area: Fiscal Stewardship and Long-Term Planning	Goal: Ensure the long-term fiscal health of the Sudbury Public Schools by strengthening the School Committee’s ability to align the operating and capital budgets with instructional priorities, equity goals, and the long-term maintenance and capacity needs of district facilities.			
Strategic Actions	Who is Responsible	Outcomes & Deliverables (Evidence & Data)	Mid-Year Deliverable(s)	EOY Deliverable (s)
Prioritize and plan for the district’s short- and long-term capital needs by using the Facilities Condition Assessment, Noyes, Nixon, Haynes, and Loring Schools Space Utilization Study, and other usage data.	School Committee, Combined Facilities Director, Administration	Short- and long-term Capital Plan.	Share the draft Capital Plan. <u>COMPLETED</u> The Sudbury School Committee reviewed a presentation and provided input regarding the 15-Year SPS Capital Planning at its October 23, 2026 meeting. The draft was posted to the Town of Sudbury website.	Final Capital Plan approved and posted publicly. <u>COMPLETED</u> The SPS Capital Plan is included on the Town of Sudbury’s website. The Sudbury School Committee was invited and participated in the Sudbury Select Board’s Capital night on February 23, 2026 and participated

2025-2026 Sudbury School Committee Goals

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2025-2026 Sudbury School Committee Goals

Goal Area: After-School Care & Enrichment	Goal: Identify and advance opportunities to expand after-school care and enrichment programs for SPS students by assessing space, reviewing peer models, engaging stakeholders, and developing actionable strategies.			
Strategic Actions	Who is Responsible	Outcomes & Deliverables (Evidence & Data)	Mid-Year Deliverable(s)	EOY Deliverable (s)
Explore and evaluate options for after-school care and enrichment through research, stakeholder engagement, and analysis of district capacity, peer models, and the diverse needs of SPS students.	School Committee	Documentation of space constraints and available areas by school; website section created with space usage info	<p>Initial findings on space usage, peer district practices, and local provider landscape compiled; summary of emerging considerations related to program design, accessibility, and alignment with the diverse needs of the SPS student population.</p> <p>COMPLETED At its September 9, 2025 meeting, the School Committee divided and advanced its work on this goal across key areas, including peer district models, the current provider landscape, SPS building availability, and stakeholder engagement. The Committee received an update on the current landscape</p>	<p>Comprehensive summary of findings presented to the School Committee, including key takeaways related to space, provider landscape, peer models, and considerations for future program development. As appropriate, preliminary steps may be taken to support potential next-phase planning and/or external partnerships.</p> <p>COMPLETED The School Committee reviewed a comprehensive summary of findings at its January 20, 2026 meeting.</p> <p>At its March 2, 2026 meeting, the School Committee invited the Director of Health and Community Engagement and the Parks, Recreation and Aquatics</p>

2025-2026 Sudbury School Committee Goals

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			<p>through a report included in the December 18, 2025 Consent Calendar, and discussed all reports at its January 20, 2026 meeting.</p>	<p>Director to present a proposal to provide additional after-school enrichment opportunities for elementary students if Sudbury Public Schools were able to make one classroom available in each building. The proposal was intended to complement, not replace, a traditional after-school care provider by expanding enrichment programming through a potential partnership with the Town.</p> <p>Following the competitive procurement process required by Massachusetts law, the School Committee voted on April 13, 2026, to approve the recommendation of the independent evaluation committee and award the lease and contract to Sudbury Extended Day, Inc. to continue providing before- and after-school care for Sudbury Public Schools students.</p> <p>At its May 18, 2026 meeting, the School Committee discussed a memorandum from the Superintendent regarding the availability of space in elementary schools to support potential partnerships with the Sudbury Parks and Recreation for after-school enrichment programming. The memorandum noted that while some space may be available after 3:00 p.m., availability varies by school and is subject to instructional and</p>
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2025-2026 Sudbury School Committee Goals

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				operational needs. The administration indicated that opportunities for collaboration may exist where schedules and space align, but that consistent daily space across all schools cannot be guaranteed. The Committee discussed next steps.
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2025-2026 Sudbury School Committee Goals

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**Sudbury Public Schools
School Committee Meeting**

Date: June 1, 2026

Agenda Item: 4e
Committee Communication Strategies

Recommendation:

Motion to approve (insert communication strategy)
Motion to allow (name) to prepare...

Background / Preparation Information:

We heard from many community members this year that they would appreciate better communication from the School Committee. I would like to brainstorm ideas in which we can do this. Please come to the meeting with at least two ideas on how to communicate with the community this year. I would like to have a fruitful conversation so all ideas are welcome! I am including the 'High Five' graphic we talked about in a previous meeting.

Attachments:

Mockup

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



A recap of the top five items the School Committee is currently working on. Email us with any questions!

school-committee@sudbury.k12.ma.us

-  **Digital Technology** The committee is investigating the effectiveness of a digital task force to advise the district. Other districts have started this...
-  **Budget** The committee is preparing to present the budget at Town Meeting
-  **Afterschool Care RFP** The committee is waiting to hear from the RFP evaluation committee
-  **Communications** The committee held its second listening session on March 31st and will have a third on April x. Be on the lookout for email with the link!
-  **Policy Change** The committee reviewed x policy and approved sending it to the lawyer. It will return to our agenda as early as next meeting but could take longer if lawyer is still working on it.

**Sudbury Public Schools
School Committee Meeting**

Date: June 1, 2026

Agenda Item: 4f
Approval of Athletic and Extracurricular Activity Fees

Recommendation:

- Motion to approve (insert dollar amount) for Athletic Fees starting in the 26-27 School Year
- Motion to approve (insert dollar amount) for Extracurricular Activity Fees starting in the 26-27 School Year

Background / Preparation Information:

The district has requested that we approve a new schedule of fees for our students this year to keep pace with the monetary increases we have seen in transportation and advising stipends. They have provided their recommendation to us and we will need to decide if we want to accept or adjust this recommendation. Please come to the meeting having reviewed this document and bring any questions you may have related to the fee schedule.

Attachments:

Memo_SC_FY27 FeeRecommendation_Athletics and Clubs_260424

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



Sudbury Public Schools

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Brad J. Crozier

Superintendent of Schools

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Donald R. Sawyer

Director of Business & Finance

donald_sawyer@sudbury.k12.ma.us

To: School Committee Members
 From: Donald R. Sawyer
 Date: April 24, 2026
 Re: **FY27 Fee Recommendations – Athletics and Clubs**

In the FY27 Fee Recommendations made in the memo dated March 2, 2026, the fee recommendations for athletics and clubs were delayed in order to apply contract settlements to the analysis.

Athletic & Extracurricular Activity Fees

The following table compares Athletic and Extracurricular activity fees with SPS “Peer Districts” for the current school year. To date, one district shown has finalized the 2026-2027 fees.

----- FY26 ATHLETIC & EXTRACURRICULAR FEES PEER DISTRICT COMPARISON -----			
<u>District</u>	<u>Athletic</u>		<u>Club Fees</u>
Sudbury	\$195.00	\$95 if second child/sport	\$100.00
Belmont	\$220.00	No Family Cap	\$220.00
Concord	\$50.00	\$150 family cap	NO FEE
Lexington	\$150.00	\$825 family cap	NO FEE
Lincoln	\$175.00	No Family Cap	\$0.00
Needham	\$235.00	\$25 user fee for sports, \$175 user fee for hockey	\$200.00
Wayland	\$300.00	\$1,200 family cap	NO FEE
Wellesley	\$200.00		NO FEE
Weston	NO FEE		NO FEE
Winchester	\$400.00	\$1,450.00 family cap	NO FEE

Club Fees Recommendation:

Option 1: \$125.00 with 18 Student Minimum & Unified Games - \$75 with No Minimum

Option 2: \$150.00 with 15 Student Minimum & Unified Games - \$75 with No Minimum

Athletic Fees Recommendation:

\$300.00 per sport with \$1,200.00 Family Cap per School Year