

**LINCOLN-SUDBURY REGIONAL SCHOOL DISTRICT
SCHOOL COMMITTEE MINUTES
Tuesday, June 10, 2025**

7:00PM

HYBRID

Present

Ravi Simon, *Chair*, Cathie Bitter, *Vice Chair*, Maura Carty, Lucy Maulsby, Charles Morton, Jack Ryan

Also Present

Susan Bottan, *Interim Director of Finance and Operations*

Meghan Notari, *President of the Teachers' Association*

Kirsteen Patterson, *Director of Finance and Operations*

Leslie Patterson, *Director of Curriculum, Instruction, and Assessment*

Andrew Stephens, *LSRHS Superintendent/Principal*

Call to Order

Chair Ravi Simon called the meeting to order at 7PM.

Public Comment

• ***Kay Bell 17 Old Lancaster Road Sudbury, MA.***

"I am an advocate for accessibility, providing both participation aptitudes and proposals of all abilities. I see that the LS community has created many practices and programs to reduce stigma, remove barriers, and promote respect and connections. These things are to be commended, preserved and expanded."

"However, you need to know that Lincoln Sudbury Regional High School District is out of compliance with ADA requirements. The district does not have a self-evaluation and transition plan. Without one, you are exposed to federal liability which was made into a civil rights law. The great news is your campus would be a project of modest scope for professional groups that do these evaluations and form these reports."

"To provide some context- The town of Sudbury had their self-evaluation and transitions completed in July of 2021. The scope encompasses all-time buildings, school buildings, recreation facilities, and more. The cost for this project was under \$35,000. Once you receive your report, you will have all the information you need to set your priorities and develop your plans for rectifying any shortfalls that are identified. Some remedies may involve operating with capital funds, such as improving ramps or adding to your accessible walkways. Some will be simple and cost neutral, such as moving objects that block travel. Others may require adjusting practices or procedures, like adding alternative text descriptions to graphics on the website; Or assuring that documents are compatible with screen reader compatibility."

“What I want you to know for sure, is that getting a self-evaluation and transition plan done is nothing to fear. It's something to welcome as an effective tool in your toolbox for doing what you seem to be able to do, which is to provide all students and staff and community members the best and most inclusive educational experience you possibly can. I would be pleased to assist you in connecting with resources.”

“Thank you very much for hearing my thoughts, and I wish you a tremendously collegial and successful year coming up. Thank you!”

Student Senate Updates

No Update(s)

METCO Program Report Updates

No Update(s)

Teachers' Association Updates

Meghan Notari, *President of the Teachers' Association*

- On Monday, June 9th- The Computer Principals course (Mark Sobkowicz) held a successful final project exhibition.
- The Senior celebrations, including a day of service and graduation ceremony, were successful.
- On Wednesday, June 11th- LSRHS staff celebrated retirements at Pierce House. School Committee members were invited to attend the event.
- Final exams are approaching.
 - The Counseling Department provided stress-reducing activities at ‘Fun Friday’ on Friday, June 6th.
- LSRHS's sport teams competed in tournaments.
- Everyone is looking forward to Summer!

Director of Finance and Operations Candidate

Andrew Stephens, *LSRHS Superintendent/Principal*

Request to approve Susan Bottan as Interim Director of Finance & Operations for 2025-2026

- Susan Bottan was introduced as the best candidate for the Director of Finance and Operations position, an interim role requiring the School Committee's approval.
 - Susan Bottan expressed gratitude for the warm welcome received during visits and highlights the school's core values of community and connectedness, noting the genuine collaboration and commitment observed.
- School Committee members highlighted Susan's valuable knowledge, compatible values, and the positive impact she'll have on the district.

Presentation

- [L-S Alumni Survey Presentation](#)

Leslie Patterson, *Director of Curriculum, Instruction, and Assessment*

The School Committee appreciated the comprehensive 'LS Alumni Survey' presentation provided by Leslie Patterson; as well as, organizing data from prior surveys into a data dashboard (Thank you Mary Warzynski for your contributions). The primary goal of the alumni surveys is to gain knowledge on how well LSRHS prepared alumni in their post graduation. Can the school district improve the education provided to both current and future students?

A School Committee member suggested regular follow-ups to track changes over time, particularly regarding core values and how that is perceived by recent graduates versus those who graduated much earlier.

The full School Committee is excited about continuing to gather this data and its potential impact.

- [L-S Program Review Presentation](#)

Leslie Patterson, *Director of Curriculum, Instruction, and Assessment*

The School Committee appreciated the comprehensive 'LS Program Review' presentation provided by Leslie Patterson. The objective of this review is to develop and implement a formal program review process; updating the curriculum biannually. The curriculum will be tested and adjusted based on feedback. Thank you to the Math, History and Social Sciences departments for piloting the 'Program Review'.

A School Committee member suggested starting small by formalizing existing good work, rather than creating something entirely new.

Information and Discussion

Policies Under Review (3rd reading)

Lucy Maulsby, Chair of Policy Subcommittee

Maura Carty, members of the Policy Subcommittee

Charles Morton, member of the Policy Subcommittee

[Policy Materials for 5/13/25 SC Meeting](#)

- The following policies seek approval from the full School Committee this evening during the 'Action Item' section:
 - IJOA_Field Trips and Student Travel
 - DGA_Regional School District Authorized Signature
 - DK_Regional School District Payment Procedures

[Policy Materials for 6/10 LSSC Meeting \(1st Reading\)](#)

- The following policies were for informational purposes only- first reading. A discussion will occur at the next School Committee meeting on Tuesday, June 24th
 - GCQG_Medicaid Penalty
 - DJE_Procurement
 - DD_Funding Proposals
 - DI_Fiscal Accounting
 - DIE_District Audits

LSSC Summer Retreat Tentative Dates

Ravi Simon, *Chair of LSSC*

- The 'Summer Retreat' is scheduled to take place at LSRHS Conference Room A on Wednesday, July 23rd from 4pm-8pm.
 - Chair Ravi Simon suggested a backup date due to potential scheduling conflicts.
 - Andrew Stephens plans to reach out to School Committee members for feedback on professional development agenda items.

Chairperson and Liaison Updates

Calendar Subcommittee Update

Lucy Maulsby, member of the Calendar Subcommittee

Ravi Simon, member of the Calendar Subcommittee

- The 'Calendar Subcommittee' met on Friday, June 6th, which unfortunately coincided with a Muslim holiday.
 - The timing was not ideal, but scheduling conflicts made it the only available time.
- Subcommittee appointed chairs, with Lucy Maulsby chairing the LSRHS Calendar subcommittee.
 - Nicole Bernard was appointed as a point of person to the subcommittees.
- The meeting then loosely discussed the calendar review process.
 - The committee plans to gather information from teachers and families to make recommendations to committees by late September or early October.
- Chair Ravi Simon proposed dissolving the existing subcommittee and establishing a 'Tri-District Calendar Review Committee' with six members (including Ravi Simon and Lucy Maulsby) to streamline the calendar review process, ensuring representation from each committee and avoiding meetings without adequate representation.
 - Anticipate an approval from the full school committee during the 'Action Item' section.
- MASC suggested appointing an alternate to the 'Calendar Review Committee' to attend meetings when the primary representatives are unavailable.
 - Anticipate an approval from the full committee during the 'Action Item' section .
- Feedback was requested on the calendar review process, and a summary of similar districts or towns that have undergone a similar process would be worthwhile.
- The subcommittee inquired about the procedural ramifications of potential review process changes, specifically concerning teacher contracts, scheduling with professionals, and half days.

Regional Agreement Review Subcommittee Update

Ravi Simon, *member of the Regional Agreement Review Subcommittee*

Maura Carty, *member of the member of the Regional Agreement Review Subcommittee*

Cathie Bitter, *member of the member of the Regional Agreement Review Subcommittee*

Lisa Kouchakdijan, *member of the member of the Regional Agreement Review Subcommittee*

Kim Bodnar, *member of the member of the Regional Agreement Review Subcommittee*

- The 'Regional Agreement Review Subcommittee' met on Monday, June 9th. Michelle Griffin from DESE was in attendance.
 - The meeting covered general rules, guidelines, and the process for updating regional agreements.
 - The presentation highlighted areas where the original agreement may need amendments, mostly minor and straightforward.

Finance Subcommittee Update

Maura Carty, *Chair of the Finance Subcommittee*

Jack Ryan, *member of the Finance Subcommittee*

Catherine Bitter, *member of the Finance Subcommittee*

- The 'Finance Subcommittee' met on Wednesday, June 4th.
 - The subcommittee discussed bringing Susan Bottan (Interim Finance and Operations Director) up to date with what has been discussed thus far.

Policy Subcommittee Update

Lucy Maulsby, *Chair of Policy Subcommittee;*

Maura Carty, *members of the Policy Subcommittee*

Charles Morton, *member of the Policy Subcommittee*

- The 'Policy Subcommittee' met on Monday, June 2nd.
 - The subcommittee discussed policies that are not aligned with legal requirements or LS practices. Specifically, the Medicaid penalty, the 'JH' policy- student absences and excuses, technology policies, and the 'GBED' policy-online fundraising. The previously mentioned policies will be discussed further in the Fall.

LSSC End-of-Year Newsletter

Cathie Bitter, *Vice Chair of
LSSC*

- The drafted 'End-of-Year' newsletter is in progress aiming for completion by Thursday, June 12th.

Superintendent/Principal Updates

Andrew Stephens, *LSRHS Superintendent/Principal*

- Congratulations to the recipients of the Senior awards and Senior scholarship ceremonies. Congratulations to the 'Class of 2025'! As well as, the students who won the Lincoln and Sudbury 250th Essay contest- Molly Hatcher, Marin Raniere, and Goeun Rottmann.
- Final Assessments are approaching.
- METCO hosted a potluck dinner on Thursday, June 12th at METCO Inc.
- There were three teams in the playoffs:
 - Boys Lacrosse playing in Burlington
 - Girls Softball played in the state semi-final at Worcester State College
 - Girls Rugby were in the state finals at Curry College

Director of Finance and Operations Updates

Kirsteen Patterson, *Director of Finance and Operations*

- The business office has been working intensely to finalize payroll and bills, with staff working overtime.
- Anticipate a comprehensive update at the next school committee meeting on Tuesday, June 24th.

Action Items:

-VOTE: Andrew Stephens motioned to approve “Susan Bottan as Interim Director of Finance and Operations for the 2025-2026 school year”. Lucy Maulsby seconded the motion. The motion passed unanimously.

-VOTE: Jack Ryan motioned to approve and combine “The three calendar review subcommittees into one Tri-District Calendar Review Committee, with representation from each of the three districts”. Maura Carty seconded the motion. The motion passed unanimously.

-VOTE: Ravi Simon motioned to approve “Ravi Simon and Lucy Maulsby as the members of the Tri-District Calendar Review Committee”. Jack Ryan seconded the motion. The motion passed unanimously.

-VOTE: Ravi Simon motioned to approve “Charles Morton as the alternate member from LS on the Tri-District Calendar Review Committee”. Jack Ryan suggested that the committee keep cautious regarding the inaccurate information seldomly provided from MASC. Jack Ryan seconded the motion. The motion passed unanimously.

-VOTE: Maura Carty motioned to approve the following “LSSC Policies: IJOA, DGA, and DK”. Charles Morton seconded the motion. The motion passed unanimously.

-VOTE: Maura Carty motioned to approve the [Donations](#). Lucy Maulsby seconded the motion. The motion passed unanimously.

-VOTE: Jack Ryan motioned to approve the [Vouchers](#). Lucy Maulsby seconded the motion. The motion passed unanimously.

Approval of Minutes:

-The Minutes for Wednesday, May 28, 2025 were approved as read.

Public Comment

● Maura Carty, Sudbury, MA

“I wanted to thank everybody who contributed monetarily or volunteered their time for ‘Late Night at LS’. It was another great success! The kids had a great time, and thank you to all the co-chairs and the 200 plus volunteers that it takes to have a successful safe night for our Seniors. So, thank you for the amazing transformation to that whole area.”

Enter Executive Session without return to open meeting

Ravi Simon motioned to adjourn to executive session without return to open meeting to discuss strategy with respect to collective bargaining and/or litigation (#3) and approve minutes from the May 28, 2025 Executive Session. Jack Ryan seconded the motion. Six(6) out of six(6) members of the School Committee were in favor via roll call vote. The meeting adjourned at 9:04PM.