

**LINCOLN-SUDBURY REGIONAL SCHOOL DISTRICT
SCHOOL COMMITTEE MINUTES
Monday, August 25, 2025**

7:00PM

REMOTE

Present

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

Also Present

Maureen Bolton, *President of the Teachers' Association*
Susan Bottan, *Interim Director of Finance and Operations*
Damen Kelton, *LSRHS METCO Director*
Andrew Stephens, *LSRHS Superintendent/Principal*

Call to Order

Chair Ravi Simon called the meeting to order at 7:01PM.

Public Comment

Kay Bell- Lancaster Road, Sudbury

"Susan, welcome! I hope everything is going really well at the beginning of the school year. I wanted to reiterate my pitch for drawing your attention to getting an ADA self-evaluation and transition plan implemented for Lincoln Sudbury Regional High School. It would be a great tool for you all to use as you move forward. This would be a great thing for you to do and an asset for your community. I wish you well for a wonderful new school year! Thank you!"

Consent Agenda

Ravi Simon, *Chair of LSSC*

- Approval of Minutes for Tuesday, June 24, 2025 [Minutes for June 24, 2025](#)
- Approval of Minutes for Thursday, July 10, 2025 [Minutes for July 10, 2025](#)
- Approval of Minutes for Wednesday, July 23, 2025 [Minutes for July 23, 2025 Workshop](#)
- Approval of Warrant/Vouchers [Warrant Report 8/25/25](#)
- Approval of policies under review (3rd Reading) [Policy Materials](#)
 - GCQG_Medicaid Penalty
 - DJE_Procurement
 - DD_Funding Proposals
 - DI_Fiscal Accounting
 - DIE_District Audits
- Approval of Society for Science (Regeneron) Grant [Society for Science Grant/Memo](#)
- Approval to Declare Surplus Property [Request to Surplus Property Memo](#)
- Approval of update to LSSC Subcommittee, liaison, and representative assignments

[LSSC Subcommittee, Liaison, and Representative Assignments](#)

Maura Carty requested an amendment to the June 24th meeting minutes to reflect that Maura and Cathie wrote the LSSC newsletter and to the LSSC Subcommittee, Liaison, and Representative Assignments to add Ravi and Cathie as liaisons to the Exec TA, as previously discussed.

Ravi Simon motioned to approve all eight(8) items on the 'Consent Agenda', as amended. Maura Carty seconded the motion. The motion passed unanimously.

Teachers' Association Updates

Maureen Bolton, *President of the Teachers' Association*

- The Teachers' Association welcomed everyone back, noting excitement for the new year.
- There were seventy (70) Juniors and Seniors who volunteered to lead the 'First Adventure' program, demonstrating its value in helping ninth-graders transition to the LSRHS.
 - The program is student-focused and led.
- Fall sports started.
- Teachers discussed how to support each other and the school community, particularly with the new cell phone policy.

Presentations

No Presentation(s)

Director of Finance and Operations Updates

Susan Bottan, *Interim Director of Finance and Operations*

- Susan Bottan mentioned being involved in transportation, school nutrition, supporting Building and Grounds, and meeting with stakeholders to prepare for the arrival of the 9th graders, as well as the rest of the student body.
 - Susan Bottan attended meetings regarding curriculum needs, payroll, grants, student activities, and supplies.
 - Susan Bottan participated in a two-day retreat with academic and administrative councils; In addition to Finance Directors from Sudbury. A meeting is scheduled to meet with Finance Directors from Lincoln.
- The financial reporting templates for the School Committee are in progress.

Chairperson and Liaison Updates

Tri-District Calendar Review Committee

Lucy Maulsby, member of the Calendar Subcommittee

Ravi Simon, member of the Calendar Subcommittee

&

Policy Subcommittee

Lucy Maulsby, *Chair of the Policy Subcommittee*,

Maura Carty, *member of the Policy Subcommittee*, &

Charles Morton, *member of the Policy Subcommittee*

- The Tri-District Calendar Review subcommittee met over the summer, focusing on understanding the timeline for calendar review collaboration between the three districts- Lincoln Public Schools, Sudbury Public Schools, and Lincoln-Sudbury Regional High School.
- The subcommittee met with faith leaders from various communities to learn about holidays like 'Eid' and 'Diwali' and plan to do the same for other holidays.
- A survey is being created for the community in gathering input on the potential impact of the calendar changes.
- Anticipate a community listening session in October for the committee plans to gather information.
 - The committee hopes for additional information through public comment and/or emails to the School Committee.
- The subcommittee intends to coordinate between the districts regarding calendar recommendations.

- The Policy and Calendar Subcommittee's LS members have met to discuss creating a policy for student accommodations related to religious or cultural observances, as there isn't a specific policy currently in place.
- The LS members of the Calendar subcommittee discussed the goals of a student absence policy with Andrew Stephens.
 - A draft was reviewed, in progress to gather feedback from other districts and school staff, as well as anticipate an upcoming policy committee meeting in September to continue working on said policy.
- The 'Calendar' committee aims to improve the 'Accommodations' policy later this year, and prefer the 'Policy' subcommittee to discuss this item in parallel with the calendar review.
- Anticipate a vote to approve extension to the 'Tri-District Calendar' Committee charge until 12/15/2025, due to an upcoming listening session, a family survey preceding, followed by a Tri-District meeting all in progress.
 - A School Committee member suggested using the proper designation and/or language for religious days, such as "observed" or "Holy Day", and to review the drafted survey for appropriate language.
 - A School Committee member discussed ensuring survey integrity by preventing duplicate submissions and expressed concern about non-residents participating.
 - A School Committee member sought clarity on the goals of the full Tri-District meeting, given the initial understanding that each committee would choose its own path.
 - There was a suggestion in setting clear goals and letting individual committees decide on specific issues, as well as outlining sample scenarios that could be implemented based on different lines of inquiry, rather than considering each potential new observance individually.
 - The goals of the Tri-District meeting are being determined.
- The following options are being considered:
 - No changes-Status Quo
 - Adopting state and federal holidays
 - Adding 'Diwali' and the two 'Eid' holidays
 - Rotating holidays each year from a set list
- The cost of non-alignment with SPS (the bus contract costing \$10,000 per day of nonalignment) needs to be considered.
- School Committee members suggested discussing the need for a preliminary meeting before a larger Tri- District meeting takes place- to brainstorm ideas, formulate questions, and establish guiding principles to make the larger meeting more productive.
- The use of the Lincoln-Sudbury Library to host meetings of multiple committees simultaneously will be considered.

Regional Agreement Review Subcommittee

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 subcommittee reviewed the 'Regional Agreement' and received extensive feedback from DESE.
 - The feedback ranged from minor edits to more substantive revisions requiring redrafting .
- While no red flags were raised, the 1988 amendments lacked the final signature from the DESE commissioner, which will be needed for future amendments.
- The subcommittee met with representatives from the Select Boards and agreed to have counsel Marc Terry review the agreement.
 - Counsel Marc Terry plans to create a draft by September and consult with DESE for comments before further discussion.
- DESE's feedback included a suggestion to add specific regulatory or statutory references throughout the agreement.
- A past building financing issue was identified where stakeholders deviated from the regional agreement to follow state law.
 - The discussion involved the new building project, for which state law takes precedence over regional agreements.
- Anticipate an upcoming meeting soon once Marc has a draft, and that an amendment will be ready for submission at Lincoln Town Meeting.

Superintendent/Principal Evaluation Subcommittee

Lucy Maulsby, *Chair of Superintendent/ Principal Evaluation Subcommittee*

Cathie Bitter, *member of the Policy Subcommittee*

Charles Morton, *member of the Policy Subcommittee*

- Anticipate an upcoming 'Superintendent/Principal Evaluation' meeting on Thursday, September 4th.
- The subcommittee discussed the Superintendent's evaluation timeline, which will be explored subsequently.

Negotiations Subcommittee

Cathie Bitter, *Vice Chair of LSSC*, Charles Morton, *member of the LSSC*, & Jack Ryan, *member of the LSSC*

- The subcommittee met on Wednesday, August 27th to discuss the Superintendent/Principal's contract.
- Anticipate an upcoming meeting.

Information and Discussion

Review the LSSC Meeting Calendar

Ravi Simon, *Chair of LSSC*

Andrew Stephens, *LSRHS Superintendent/Principal*

DRAFT 2025-2026 LSSC Meeting Calendar

- A potential conflict with a listening session on October 22nd, might require rescheduling.
- School Committee members inquired about the possibility of holding a meeting at LSRHS and exploring budget implications as a request.
- Anticipate a vote to approve the LSSC Meeting Calendar.

Review the Draft LSSC Goals for 2025-2026

Cathie Bitter, *Vice Chair of LSSC*

LSSC DRAFT Goals

- The School Committee discussed the goals based upon the workshop conversations.
 - Thank you Cathie Bitter for synthesizing the conversation into a slideshow.
- The following feedback was provided:
 - It was suggested to add information about website improvement.
 - A School Committee member inquired about alumni engagement and potential changes to a line in improving community connectedness.
 - The School Committee mentioned the importance of supporting students and the limits of the school committee's operational engagement.
 - Anticipate a vote at an upcoming School Committee meeting.

Superintendent Evaluation Timeline

Lucy Maulsby, *Chair of Superintendent/ Principal Evaluation Subcommittee*

Cathie Bitter, *member of the Policy Subcommittee*

Charles Morton, *member of the Policy Subcommittee &*

Andrew Stephens, *LSRHS Superintendent/ Principal*

Proposed Superintendent Evaluation Timeline

- The timeline outlines dates for Andrew Stephens' self-assessment, meetings with the subcommittee, and presentation of goals to the school committee
 - The timeline replicates the process from the previous year, including a mid-year progress report.
- The process involves reflective discussion and subcommittee feedback to refine work before presenting it to the school committee, ensuring accountability and a timely, polished product.

Continuation of discussion on School Committee non-voting METCO representative

Damen Kelton, *LSRHS METCO Director*

Andrew Stephens, *LSRHS Superintendent/ Principal*

- The School Committee discussed having a non-voting representative, a practice common in other districts, though there has been conflict in some areas.
- The proposal is supported by the school committee and parents, to have a representative present during deliberations that impact all students.
- Although interested, school committee members would like to understand the selection process, participation in subcommittee work, and liaison roles.
- The School Committee supported drafting a policy outlining the role, scope, and selection method of the representative to avoid future controversy.
 - The School Committee proposed researching other districts' selection processes to learn from their experiences, including Concord.

Tabling at Lincoln PTO Picnic on September 4th

Ravi Simon, *Chair of LSSC*

- The chair emailed members of the School Committee in search of attendees/volunteers at 'Lincoln's PTO Picnic' on Thursday, September 4th.
- Cathie Bitter and Maura Carty agreed to attend on behalf of LSRSD.

Discussion on Scheduling LSSC Listening Sessions

Ravi Simon, *Chair of LSSC*

- The chair proposed discussing the scheduling of the monthly listening sessions for the upcoming year; questioning if the listening sessions should continue as monthly or every other month due to attendance, while emphasizing the importance of maintaining accessibility for the community.
 - School Committee members proposed spacing events out, avoiding months like September and December, while considering October for a calendar listening session
 - A School Committee member mentioned the month of October causing conflicts, due to events in Sudbury.

Superintendent/Principal Updates

Andrew Stephens, *LSRHS Superintendent/Principal*

- Thank you to the staff who worked over the summer, including those in extended school year programs, facilities, technology, the Business Office, HR, and the administrative and academic council teams- for their work preparing for the upcoming school year and preventing learning loss.
- The summer was productive, including a retreat with the academic council, a school committee meeting, and a July workshop.
- Anticipate an orientation to welcome new 9th-12th grade students.
- A new electronic device procedure was implemented. Cell phone holders were placed in classrooms to help teachers and students focus during class time.
- The stabilization money was used to update the lighting control systems.
- School Committee members were reminded to contact Sharita Langston, if interested in attending the 'Joint MASC/MASS Conference on November 12th.

US News High School Rankings

- LSRHS's rankings in the state have fluctuated: 68th this year, 85th last year, 68th in 2022, 102nd in 2021, and 70th in 2020.
- The ranking system is heavily influenced by the percentage of seniors who took and passed at least one AP exam, or passed exams in multiple areas.
 - Proficiency scores are another factor, but AP participation is more significant.
- Boston magazine intends to release a report with revised metrics based on feedback.
- School Committee members mentioned the rankings are often flawed and can overlook significant achievements.

Further Item

- A School Committee member inquired about the public comment mentioned by Kay Bell at the start of the open meeting.
 - The process for the ADA
 - implementation involves budgeting and sourcing, with initial idea discussions between Susan Bottan and Andrew Stephens.

Action Items:

-VOTE: Ravi Simon motioned to approve all eight(8) items on the 'Consent Agenda', as amended. Maura Carty seconded the motion. The motion passed unanimously.

-VOTE: Ravi Simon motioned to approve the 'Extension to the Tri-District Calendar Committee charge until 12/15/2025.' Charles Morton seconded the motion. The motion was passed unanimously.

-VOTE: Ravi Simon motioned to approve the '2025-2026 LSSC Meeting Calendar'. Lucy Maulsby seconded the motion. The motion passed unanimously.

Public Comment

No Comment(s)

Adjourn to Enter into Executive Session without Return to Open Meeting

Ravi Simon motioned to adjourn to executive session without return to open meeting 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. In addition to conducting strategy sessions in preparation for negotiations with nonunion personnel or to conduct collective bargaining sessions or contract negotiations with nonunion personnel. 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 8:57PM.