

LINCOLN-SADBURY REGIONAL SCHOOL DISTRICT
SCHOOL COMMITTEE MINUTES
Tuesday, November 18, 2025

7:00PM

REMOTE

Present

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

Also Present

Maureen Bolton, *LSRHS President of the Teachers' Association*
Susan Bottan, *LSRHS Interim Director of Finance and Operations*
Leslie Patterson, *Director of Curriculum, Instruction, and Assessment*
Anya Sharma, *LSRHS Student Senate*
Andrew Stephens, *LSRHS Superintendent/Principal*

Call to Order

Chair Ravi Simon called the meeting to order at 7:02PM.

Public Comment

No Comment(s)

Consent Agenda

Ravi Simon, *Chair of LSSC*

- Approval of Minutes for Wednesday, November 5, 2025 [Minutes for November 5, 2025](#)
- Approval of Warrant/Vouchers [Warrant/Vouchers](#)
- Approval of Donations [Robotics Donations](#) & [LSPO Mini Grants](#)

Ravi Simon motioned to approve all four(4) items on the 'Consent Agenda'. Jack Ryan seconded the motion. The motion passed unanimously.

(SEE ACTION ITEMS SECTION)

M.A.S.S. Superintendent's Award for Academic Excellence

Andrew Stephens, *LSRHS Superintendent/Principal*

Please congratulate Seniors *Anna Tang* and *Farhan Khan* who were selected as the Lincoln-Sudbury HS recipients of this year's Massachusetts Association of School Superintendents Award (MASS) for Academic Excellence.

Anna and Farhan have excelled academically over their careers and possess a deep love of learning, intellectual curiosity, and committed work ethic. Michelle and Remy have cultivated a wide range of interests that are deeply meaningful to them and they have consistently put the work in to turn those interests into tangible opportunities. They are both respected by their peers and adults not just because of what they have accomplished but because of how they conduct themselves. They are kind, they care about their community, and they both know that, in order to achieve, you have to want it and work to earn it. Anna Tang and Farhan Khan have certainly earned everything they have achieved and truly deserve the recognition as recipients of the Massachusetts Association of School Superintendents Award for Excellence.

Student Senate Update

Anya Sharma, *Secretary LSRHS Student Senate*

- Student Senate elections recently took place, adding eight(8) Freshmen and five(5) Juniors as representatives.
 - A new system reserves spots for Lincoln and METCO members to increase representation.
- A 'Winter Fundraiser' continues to be in progress, the biggest event of the year, featuring spirit days, a photo booth, and a bake sale, with all proceeds going to the food pantry.
- The Student Senate plans to meet with Dr. Stephens and other club advisors.

METCO Update

No Update(s)

Teachers' Association Updates

Maureen Bolton, LSRHS *President of the Teachers' Association*

- LS Staff- Lori Hodin worked with 25 students from the 'Students for Social Justice' group and Ed Walker on organizing and presenting for the upcoming assembly.
- The Model UN is preparing for a larger conference with other schools.
- On Wednesday, November 19th, students prepped for the 'Peer Mediation' program- a program part of the Safe Schools Initiative, which Lori Hodin facilitates, as well.
 - Students are trained peer mediators and plan to share their experiences at an upcoming assembly.
- On Monday, December 1st, there will be a professional development training focused on preparing faculty to creatively use AI to enhance student understanding, including its benefits and potential concerns.
- Faculty members organized inter-departmental sessions for teachers to share ideas, as even different subjects can offer valuable insights.
- The musical, "The Music Man" started Wednesday, November 19th. School Committee members are encouraged to attend, noting students' hard work.
 - Carly Evans has the cast's professional photos displayed outside of the Auditorium.

Presentations

L-S Enrollment

Susan Bottan, LSRHS *Interim Director of Finance and Operations*

[L-S Enrollment Presentation](#)

The presentation covered data on incoming ninth graders, based on eighth-grade information and migration factors. Susan Bottan mentioned statewide public versus private school numbers, noting a national increase in private school enrollment and a significant rise in homeschooling. The School Committee asked questions and offered positive feedback.

L-S Class Size & Staffing

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

L-S Class Size & Staffing Report

- School Committee members appreciated the “L-S Class Size & Staffing” presentation, as well as this presentation being presented in collaboration with the previous presentation. This annual presentation covered staffing, student enrollment, class sizes, and their impact on student schedules, using data from October 1st. The goal is to provide students with necessary and desired courses, a challenge amplified by declining enrollment. The School Committee asked questions about the target median class size, as well as other areas of interest regarding staffing, due to the shifting grade demographics and changing student needs.
- The School Committee discussed past enrollment declines allowed for maintaining a wide range of classes due to increased staff and incremental decreases tied to retirements, the current challenge is sustaining this offering while managing the budget. The upcoming budget presentation will further illuminate these interconnected factors.

L-S Competency Determination

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

L-S Competency Determination

School Committee members appreciated the “L-S Competency Determination” presentation. The presentation covered the new competency determination requirement for high school diplomas. Students must meet local graduation requirements, including earning 89 credits, participating in an advisory, and completing 15 hours of community service. The significant change is the MCAS scores no longer determine competency. Instead each school district must develop a state- guideline- compliant competency determination policy for approval by the school committee by the end of the year.

The School Committee plans to review a policy for approval by year-end, a state requirement.

The School Committee asked questions and offered positive feedback.

Director of Finance and Operations Report

Susan Bottan, *Interim Director of Finance and Operations &*
Andrew Stephens, *LSRHS Superintendent/Principal*

- The FY27 Budget development is underway, with a first look scheduled for the Finance Subcommittee on November 24th.

Superintendent/Principal Report

Andrew Stephens, *LSRHS Superintendent/Principal*

Potential Change of Date for Meeting at METCO HQ

- The Tuesday, April 7, 2026 School Committee meeting taking place at METCO HQ in Boston has to be rescheduled for Wednesday, April 8th due to the venue unavailability.
 - The full School Committee agreed to move the upcoming meeting to Wednesday, April 8th.

Lincoln Town Hall Meeting

- The School Committee discussed moving forward with the currently scheduled meeting in Lincoln come March 2026, given that a previous School Committee meeting recently took place at Lincoln's Town Hall.
 - The full School Committee agreed to maintain the March 2026 School Committee meeting at Lincoln's Town Hall, preferably the 2nd floor Hearing Room, due to the technical difficulties in the Donaldson Room.

Changes with International Trips

- There are two approved school trips to Italy facing issues.
 - The architecture trip was canceled due to low participation, as well as the Latin program trip, aiming for 20 students, also fell short.
 - Continuing the Latin trip with fewer participants would significantly increase costs per student, leading to difficult choices for families.
 - LSRHS hopes to reattempt the Latin trip next year with more interest.
 - EF will hold funds for those who opted to keep their money in.

Further Updates

- The Atkinson Scholarship, offering up to \$30,000, is open to LSRHS's seniors with a February 1st deadline.
- In response to food insecurity, a food drive is running from November 17th to the third week of December, collecting non-perishable items for local food banks.
 - This drive is tied to a competitive contest between grades, and the LSPO is developing a confidential system for delivering food to individual households.

Subcommittee, Liaison, and Representative Updates

Building Committee (Roof Project)

Maura Carty, *LSSC Member*

Andrew Stephens, *LSRHS Superintendent/Principal*

Jack Ryan, *LSSC Member*

Discussion and vote on revised RFQ

Option Two OPM RFQ

- The current OPM would initially hire a building envelope expert for a second assessment of the roof's condition and potential solutions (restoration or replacement).
- The RFQ was reviewed by a specialized lawyer, not the usual council, who raised concerns about potentially overburdening the OPM.
- The committee created new project documents to clarify construction responsibilities after a confusing report.
 - After reviewing the documents, an item was removed after a decision.
- This update, along with a reduction in the OPM's due diligence duties, clarifies that the contractor is primarily responsible for procurement, supervision, scheduling, and project closeout, with the OPM providing oversight.
- The project manager will solicit at least three quotes from a list of six entities for a roof evaluation expected to cost under \$10,000. This avoids a public bid process and shortens the timeline. Additionally, it does not require a committee's approval
 - "Option 2 Study", will solicit quotes for roof study work.
- The 'Building Committee' sought approval on an updated document "Option 2 OPM", which is a Request for Qualifications (RFQ).
 - The RFQ will lead to OPMs submitting responses, which a 'Building Committee' will review.
 - A decision is expected by January, when a Roof Services Report should also be available to start the restoration process by June 2026.
- Alternatively, if restoration isn't feasible, the 'Building Committee' must consider a roof replacement and repair program to utilize potential MSBA reimbursement for three more years.

Jack Ryan motioned to approve the revised "RFQ for OPM services-Option 2". Cathie Bitter seconded the motion. The motion passed unanimously. (SEE ACTION ITEMS SECTION)

LSSC Listening Session

Maura Carty, *LSSC member &*

Lucy Maulsby, *LSSC member*

- The virtual 'LSSC Listening Session' was held on Monday, November 17, 2025.
 - There were no updates to report.

Information and Discussion

Policies Under Review (1st Reading)

Lucy Maulsby, *Chair of the Policy Subcommittee*

Maura Carty, *Subcommittee member*

Charles Morton, *Subcommittee member*

- The following policy was for informational purposes only- first reading. A discussion will occur at the next School Committee meeting on Tuesday, December 2nd.
 - **IKFE - L-S Competency Determination**
[IKFE - L-S Competency Determination](#)

Discussion of Tri-District meeting & L-S Calendar Options

Ravi Simon, *Subcommittee/Committee member*

Lucy Maulsby, *Subcommittee/Committee member*

Potential vote on guidance to LS Administration in developing a 2026-2027 calendar

[-Presentation on the Tri-District Calendar Subcommittee's work](#)

[-Calendar Review - LS Mock School Calendars \(11/10/25\)](#)

- Chair Ravi Simon referred to the previous meeting on November 5th where the calendar review process was presented, which involved collaboration with SPS and LPS.
- Chair Ravi Simon summarized the committee's "median opinion" from that meeting as:
 - No to rotating holidays
 - No to removing the Jewish High Holidays
 - Openness to a half day on Good Friday
 - Adding fewer than 4 full no school days
 - A need to balance inclusion of new holidays with concerns about school year length and educational continuity.
- A Calendar subcommittee meeting on November 10th reviewed an expanded spreadsheet analysis of mock calendars.

- The Committee sought Andrew Stephens' input on other potential changes to the calendar including the start date for school, MCAS test days, and staff professional development days.
- Each district has unique considerations like childcare and alignment with other districts, leading to different conclusions from the same information.
- As of right now, Lincoln is debating removing holidays or maintaining their current calendar, while SPS initially preferred removing holidays but is now open to other options, including maintaining the status quo for alignment.
 - SPS plans to vote on their calendar guidance on November 24th, while Lincoln will not discuss it again until December.
- A School Committee member suggested starting the year earlier if days were added, noting the current schedule has teachers returning the last week of August, followed by ninth-graders and then all students.
 - Andrew Stephens' discussed the challenges with teachers returning early and the possibility of altering the existing full Professional Development (PD) day.
 - The Committee suggested breaking the single full PD day into multiple half-days throughout the year.
 - This change, while requiring negotiation with the Teachers' Association due to contractual obligations, could potentially allow for additional days off for religious observances.
- Chair Ravi Simon opened the floor for discussion on the 'Tri-District' meeting and options for the calendar, suggesting the Committee view the spreadsheet variations.
 - A School Committee member mentioned after reviewing student demographics, absentee data, and community support data, they have concluded that adding new observances is not justified. Emails and public comments supporting observances represent only 2% of the student population, and absentee rates on requested days are typical. The current calendar decision, lacks clear criteria, undermines community connections and risks annual debates. It's important to acknowledge the community's growing diversity.
 - The member supports having only state and federal holidays, believing it prepares students for adulthood where cultural observances are not typically days off.
 - School Committee members expressed their concern in regards to the calendar not aligning with other districts, as well as, not extending the school year.
 - Andrew Stephens discussed two contractual placeholders related to semester end and grades.

- There was mention of the Wednesday (half-day) schedule, where teachers may possibly need one day, unlike other districts with multiple days.
- The PD day occurring the Monday after Thanksgiving, was established about five years ago during negotiations.
 - Half of this day is dedicated to school wide professional development, with an upcoming session focused on AI. The remainder of the day is dedicated to departmental work, such as program review, allowing for focused discussions.
- Although imperfect, a School Committee member suggested aligning non-instructional days for staff with cultural observances like Diwali or Lunar New Year.
 - This would allow staff to observe the Holy Holidays without missing professional development.
- The School Committee discussed presenting potential calendar maps to a committee and community, to focus on holidays like Diwali and Lunar New Year being added.
- School Committee members referred to a [spreadsheet](#) showing different calendar options and their impacts, noting that some options are presented as references even if the committee isn't leaning towards them.
 - The School Committee emphasized that while limiting days schools are out of sync is good, the distinct nature of different schools means alignment shouldn't be the only decision driver; supporting students and their learning should be.
- A School Committee member expressed concerns about insufficient faculty engagement in decisions regarding school year length and continuity, noting that faculty possess expertise on student impact.
 - The Committee highlighted the importance of aligning decisions with the school's mission and vision, particularly its core value of respecting human differences and religious observances.
- Chair Ravi Simon urged the Committee to narrow down specific calendar options due to an upcoming SPS discussion and potential vote next week.
 - A School Committee member reflected on the distinction between religious and cultural holidays, concluding that all holidays exist on a spectrum from religion to culture.
 - A School Committee member suggested adding Diwali, one of the Eids, and a half-day Lunar New Year, while being open to discussion for a second Eid.

- School Committee members discuss whether a mock calendar- 'Column E' is favored, which includes maintaining Jewish High Holidays, making Good Friday and Lunar New Year half-days. 'Column H' of the mock calendar is similar to 'Column E, with a difference in which Eid holiday is included.
- A School Committee member noted that Diwali and Lunar New Year fall on the weekend in the next two years.

Jack Ryan motioned to send 'Mock calendar variations (Column E, Column H, and Column I) to administration for analysis' -requesting administration to consider keeping the start and end dates consistent with current practice. Charles Morton seconded the motion. The motion passed unanimously. (SEE ACTION ITEMS SECTION)

Action Items:

-VOTE: Ravi Simon motioned to approve all four (4) items on the 'Consent Agenda'. Jack Ryan seconded the motion. The motion passed unanimously.

-VOTE: Jack Ryan motioned to approve the revised 'RFQ for OPM services- Option 2'. Cathie Bitter seconded the motion. The motion passed unanimously.
[Option Two OPM RFQ](#)

-VOTE: Jack Ryan motioned to send 'Mock calendar variations (Column E, Column H, and Column I) to administration for analysis' -requesting administration to consider keeping the start and end dates consistent with current practice. Charles Morton seconded the motion. The motion passed unanimously.

Public Comment

- ***Vidya Parwani- Sudbury, MA.***

"Thank you to the entire School committee! All the members for your thoughtfulness regarding the inclusion of Diwali. Myself and the entire South Asian Community is deeply appreciative of your time and genuine opinions you bring to these discussions. I would also like to very respectfully note that Diwali is not a cultural day, but a major religious holiday observed by millions of Hindus, Jains, Sikhs and Buddhists around the world. I'm grateful for your willingness to understand this important distinction and for your broader commitment to honoring the diverse religious traditions represented in our community. Thank you again for your attention, sensitivity, and dedication to ensuring all students feel seen, respected, and feel that they truly belong. Thank you!"

- **Kavita**

“Thank you for considering including Diwali or as a holiday for SPS. I just would like to reiterate that Diwali is more of a religious holiday than a cultural holiday, and I would like to keep that in mind while going forward with these decisions. Thank you!”

Adjournment

Ravi Simon motioned to adjourn the open meeting. Maura Carty seconded the motion. Six(6) out of sive(6) members of the School Committee were in favor via roll call vote. The meeting adjourned at 10:36PM.