

**LINCOLN-SADBURY REGIONAL SCHOOL DISTRICT
SCHOOL COMMITTEE MINUTES
Wednesday, October 22, 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*
Iyana Cedeno, *LSRHS METCO Student*
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 LSAC*

- Approval of Minutes for Tuesday, October 7, 2025 [Minutes for October 7, 2025](#)
- Approval of Minutes for Wednesday, October 1, 2025 [Minutes for October 1, 2025](#)
- Approval of Warrant/Vouchers [FY26 Warrant Report](#)
- Approval of Donations [Robotics Donation](#)

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

Teachers' Association Updates

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

Andrew Stephens, LSRHS *Superintendent/Principal*

- A fall concert featuring LS Band, LS Orchestra, and LS Choir students took place on Thursday, October 23rd.
- German two students and teachers hosted 'Fun Friday' on Friday, October 24th.
- A 'Rocktoberfest' fundraiser hosted by the 'Musicians' Union' was held on Friday, October 24th at 6:45pm in LSRHS's Cafeteria.
- A bullying prevention initiative led by Wellness teachers Ashely Gomes and Devin Morrison was held during the school day on Wednesday, October 23rd.
 - A Unity Day encouraged wearing orange to promote kindness and prevent bullying, with students making announcements.
- The Unity Club and METCO organized authors (Jennifer Deleon and Adam Stumacher), educators and students to speak on behalf of 'Hispanic Heritage' month.
 - Students participated in workshops, writing stories and poems about their experiences and perspectives. Their stories were shared with peers and staff at an assembly on Friday, October 10th.
 - Outside of the Library is a beautiful and powerful display of students' work in retrospect of 'Hispanic Heritage' month.
 - The pilot program with 'Storybridge' was successful.

METCO Update

Ilyana Ceden, LSRHS *METCO Student & VP of the METCO Leadership Committee*

- On Friday, October 10th, eight(8) students shared their experiences from a Hispanic person's perspective.
 - During 'Fun Friday' students and staff participated in a Hispanic cultural dance class in the A/B Connector. The event was a huge success and had a positive impact.
- METCO's Juniors and Seniors participated in a two-day 'HBCU College Fair' field trip to Boston on Thursday, October 9th and Friday, October 10th.
 - With transcripts and SAT scores available, METCO Seniors participated in on-the-spot interviews with admissions concluding with a decision.

Director of Finance and Operations Report

Susan Bottan, *Interim Director of Finance and Operations*

FY26 Quarter 1 Financial Report

[FY26 Quarter 1 Financial Report](#)

- The first quarter financial overview (July 1st-September 30th, 2025), covered 76 non salary accounts.
 - The report identified shortfalls and proposed solutions for transportation, special education regarding out-of-district placements, which will be covered by a supplemental appropriation and excess circuit breaker reimbursement.
- On behalf of the Finance subcommittee Maura Carty reported the quarterly report being impressive and detailed.
- The treasurer projects earning on investment to be around \$150,000 by the end of the year.

Capital/ADA Building Needs Assessment Update

[Follow up on Capital Needs Assessment and Accessibility Audit.pdf](#)

- An ADA audit is projected to cost \$21,000. An alternative proposal from the Institute for Human-Centered Design (IHCD) for a self assessment is between \$10,000 and \$12,000, depending on building size and field acreage.
- Sandra Duran, Sudbury's Director of facilities, shared her experience with ADA self evaluation and transition plans.
- Funding opportunities for the audit will be explored.
- The full School Committee discussed whether to combine or pursue a separate Capital Needs Assessment and ADA audit
 - There's a desire for a deeper dive into ADA accessibility, but the current OSI option has limited scope.
 - A state grant application opens May 1st, which could influence the staging of the audit.
 - Concerns were raised about the drastic price difference between audit options, with a suggestion that the OSI and ADA audit combined might be cheaper than other proposals while still meeting needs.
 - OSI integrates UFAS assessment into their capital needs assessment.
 - Habeeb's ADA audit is more comprehensive and costly (\$21,000) than OSI's, as Habeeb assesses implementation plans.
 - OSI only collects and presents data.
 - A School Committee member believes the Building and Grounds team can prioritize effectively without Habeeb's added cost.
 - The School Committee prefers annual data over bundled ICHD audits (\$10,000-\$12,000), which is a self-assessment tool.

- There was a recommendation in regards to consulting Sandra Duran for her experience with ICHD and audits.
- The discussion revolved around choosing between OSI (\$27,500) and AB (\$65,000) for capital needs, and for an ADA audit, deciding between Habeeb or a self-evaluation with ICHD at \$10,000-\$12,000.
 - An additional suggestion was to conduct a documented request for quotation to multiple organizations, clearly defining the scope of service, and interviewing respondents. As well as considering engineering/ architectural firms that might miss human elements.
- The School Committee agreed to go ahead with using OSI for a Capital Needs Assessment, acknowledging its limitations compared to a full ADA audit, and work to pursue an ADA audit separately.
 - School Committee members seek clarification around ADA potentially covering items UFAS would, potentially making UFAS unproductive if ADA is pursued.
 - A School Committee member emphasized that ADA extends beyond Building and Grounds, and hopes that completing the UFAS portion will streamline the broader ADA assessment process by addressing initial physical accessibility concerns, allowing subsequent efforts to focus on less obvious ADA requirements.
 - The School Committee plans to discuss alternate ideas if grants aren't secured.

A motion was made, seconded, and passed unanimously (see Action Items below)

Subcommittee, Liaison, and Representative Updates

Finance Subcommittee

Cathie Bitter, *Finance Subcommittee Member*

Maura Carty, *Finance Subcommittee Member*

Jack Ryan, *Finance Subcommittee Member*

- On Thursday, October 16th, The Finance Subcommittee discussed goals including oversight of quarterly reports, stabilizations and revolving funds, and capital projects.
- The subcommittee plans to assist the LS administration with grant opportunities for ADA and capital needs, and to analyze parking, athletic, and exam fees.
- Additionally, the subcommittee discussed the benefits from solar panels and options for the budget book.

LSRHS Building Committee (Roof Project)

Potential vote to approve additional Building Committee member

Andrew Stephens, *LSRHS Superintendent/Principal*

Maura Carty, *LS Building Committee member*

Jack Ryan, *LS Building Committee member*

- Anticipate a 'Building Committee' meeting on Wednesday, October 29th at 6PM, potentially conflicting with a 7PM 'Tri-District Calendar Review Subcommittee' meeting.
- A new proposed member for the building committee, Dan Velonis, was presented for approval.
 - Dan Velonis is a project manager for Keystone Development, bringing valuable commercial real estate experience, and is an active Sudbury resident with extensive community and committee involvement.

A motion was made, seconded, and passed unanimously (see Action Items below)

Information and Discussion

Initial discussion to review the Tri-District Calendar Subcommittee's work

[Tri-District Calendar Review](#)

Ravi Simon, *Chair of LSSC*

- Chair Ravi Simon's presentation summarized recent work on the 'Tri-District Calendar' Subcommittee, specifically regarding no-school days.
 - Feedback is welcomed
- The three School Committees continue to review their calendars in light of requests from various communities to add religious and culturally significant days as non-school days. The School Committees are doing this out of a commitment to fairness and equity - to give real consideration to these requests instead of rubber stamping the same calendar.
- Chair Ravi Simon described the timeline of the process, from October 2024, until the present, and gave a detailed timeline of the Subcommittee's meetings over the Summer and Fall.
- Results from a community and teacher survey are being analyzed and the results will be presented at an October 29th Subcommittee meeting.
- The subcommittee reviewed other districts' calendars, absence data, mock calendars, accommodations for student absences, and other information.
- The initial deadline of October 2025 was extended to December 2025 because of the extent of this work.
- The subcommittee held conversations with faith leaders to understand the cultural and religious significance of the relevant holidays.

- Other suggestions include state/federal holidays or floating holidays, with some opposing new additions due to concerns like childcare costs.
 - Some prefer state/federal holidays as an alternative to adding new holidays, feeling that is the fairest option.
- The subcommittee acknowledged various alternatives like adding fewer holidays or using early releases, which may add additional days to the school year on average.
- A School Committee member suggested detailed mock calendars to assess the feasibility of changes like adding holidays without altering the overall school calendar length.
 - This would simplify discussions by showing if proposed changes are operationally, logistically, and financially viable.
 - A School Committee member suggested having a manipulatable Google Calendar for the next five years to easily visualize and manipulate potential school schedules, as counting days and adjusting for changes was difficult with the current method.
- A School Committee member requested existing absentee data and asked if all committee members can receive survey results with the upcoming packet to prepare for discussions and answer questions.
 - The chair acknowledged these requests, adding them to a list of items to compile for the next 'Tri-district Calendar' meeting
 - Maura Carty offered to copy the structure of the existing calendar to allow easier adjustments of cells and dates, which would be clearer for exploring various scenarios and combinations.

Initial discussion on proposed Sherman's Bridge project

Ravi Simon, *Chair of LSSC*

- A Wayland resident emailed the School Committee with concerns about the Sherman's Bridge Project, which proposes replacing the current wooden bridge with a metal structure designed to look like wood.
 - The primary concern is the potential impact on traffic, as the current wooden bridge forces drivers to slow down creating traffic.
 - Chair Ravi Simon acknowledged the bridge's proximity to schools and its use by students and buses, and wanted to discuss the committee's thoughts on the project.
 - Some School Committee members believed the School Committee should not be involved in a DPW issue concerning the towns of Wayland and Sudbury.
 - Other members believed that safety concerns for students are within the scope of the committee's work, even if the issue isn't directly on school property, and that it would be reasonable to communicate concerns to the Towns.
 - A School Committee member believes Haynes Road should be considered, as well.

- There was mention of Sherman's Bridge Road significantly impacting families driving from Lincoln.
- One member pointed out the potential impact of road/bridge closures on student commute times, specifically whether a one-minute detour estimate is accurate or if it could significantly delay students.
- The School Committee requested Superintendent/Principal Andrew Stephens engage in proactive communication with the towns related to the conversation in this meeting.

Potential further discussion on Connectedness and Belonging survey results
[2025 Community and Belonging Survey Presentation](#)

Ravi Simon, *Chair of LSSC*

- A School Committee member suggested analyzing safety perceptions at LS by religion, to which another School Committee member expressed concern due to the extensive list of religious identities and the voluntary nature of the survey.

Potential initial discussion on factors for a determination on Advisory

Ravi Simon, *Chair of LSSC*

- The school committee agreed to defer the discussion to an earlier time at a future meeting.

Superintendent/Principal Report

Andrew Stephens, *LSRHS Superintendent/Principal*

- The upcoming MetroWest Adolescent Health Survey for grades 9-12 takes place on Wednesday, November 5th, an anonymous and optional survey providing longitudinal data for health education and school climate.
- The Emmy-winning documentary "Loving Karma", focused on hope, resilience, and kindness, and was well-received by the community.
- Congratulations to the LS students who were recognized as 'Commended' and 'Semi-Finalist' students' for the '2026 National Merit Scholarship Program.
- Congratulations to seniors Rahul Rani and Farhan Khan for earning the 'National Speech and Debate Association's Academic All-American Award'- A distinction achieved by less than 1% of the Association's members.
- Save-the Date: METCO program's 60th Anniversary ball on March 24, 2026, honoring Ruth Batson and Jean McGuire and celebrating educational equity.
- The annual FELS Thanksgiving Pie Sale, benefiting teachers, is open for orders until November 14th.
- Anticipate future state competency determination guidance will be presented to the full school committee.

- The upcoming School Committee meeting on November 5th, originally planned for the Flynn Building in Sudbury, has been relocated to the Donaldson Room at Lincoln's town Hall.

Action Items:

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

-VOTE: Jack Ryan motioned to approve 'LS Administration permission to contract OSI to conduct a capital needs assessment; including a UFAS accessibility audit'. Lucy Maulsby seconded the motion. The motion was passed unanimously.

-VOTE: Ravi Simon motioned to approve 'Dan Velonis as an additional member on the LSRSD Building Committee'. Charles Morton 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 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 9:15PM.