

LINCOLN-SUDBURY REGIONAL SCHOOL DISTRICT
SCHOOL COMMITTEE MINUTES
Tuesday, September 9, 2025
Thompson Room, Flynn Building (278 Old Sudbury Rd, Sudbury)

7:00PM

HYBRID

Present

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

Also Present

Rebecca Mayer, *Co-President of the Teachers' Association*
Susan Bottan, *Interim Director of Finance and Operations*
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 Monday, August 25, 2025 [Minutes for August 25, 2025](#)
- Approval of Warrant/Vouchers [9-9-2025 Vote to Approve Payroll and Accounts Payable Warrant.pdf](#)
- Approval of Donations [9-9-2025 Vote to Accept Donations.pdf](#)

The 'Minutes for Monday, August 25, 2025 were pulled from the Consent Agenda and tabled.

Ravi Simon motioned to approve the remaining items on the 'Consent Agenda'. Jack Ryan seconded the motion. The motion passed unanimously.

Teachers' Association Updates

Rebecca Mayer, *Co-President of the Teachers' Association*

- Fall sports and "Music Man" auditions (LSB players) are underway.
- Teachers prepared for 'Back-to-School- Night', with dinner provided by LSPO.

Presentation

Andrew Stephens, *LSRHS Superintendent/Principal*

Superintendent DRAFT 2025-2026 Goals

[2025-2026 L-S Superintendent/Principal Goals DRAFT](#)

The drafted 2025-2026 L-S Superintendent/Principal Goals incorporates feedback from the Superintendent/Principal Evaluation Subcommittee, particularly linking the mentioned goals to the strategic plan. Andrew Stephens sought and received feedback from the full School Committee, with a potential vote on acceptance at a later meeting.

School Committee members appreciated the comprehensive presentation Andrew Stephens provided to the School Committee, as well as the Superintendent/Principal Subcommittee for their guidance. School Committee members discussed and inquired about updating the School Committee's website and how community members can contribute their time and expertise to the project. A school committee member suggested photos; displaying school life, as well as a temporary solution like a Google site, instead of making extensive changes to the website.

School Committee members discussed the future of the Advisory Program- How to move forward with the program early in the year, for everyone involved to have said information.

School Committee members suggested a discussion about managing declining enrollment, for this will be valuable information for both the community and the full school community.

Director of Finance and Operations Updates

Susan Bottan, *Interim Director of Finance and Operations*

Andrew Stephens, *LSRHS Superintendent/Principal*

Review of FY27 Capital Budget Items

Capital / ADA Audit

[LS Working Capital Plan FY27 to FY31](#)

- Susan Bottan and Andrew Stephens plan to provide an overview of the FY27 'Capital Projects', as submissions are due September 26th.
 - Anticipate a vote of approval at the next School Committee meeting on Wednesday, September 24th.
 - Capital projects are large, long-term investments in physical school assets costing at least \$50,000 with a lifespan of at least five years.
 - Submissions are required by CapCom, and Sudbury has a separate process for items under \$100,000 or those requiring a warrant article.
- The 'Capital Project' planning process starts early and concludes in late January or early February.
 - The process involves a five-year outlook for major work and is separate from operating budget planning, which will be presented in early December.
- There were no capital items requested for FY26. For FY27, Lincoln Sudbury has five categories for capital projects; including facilities- Building and Grounds vehicles, Building and Grounds equipment and technology, as well as covering water treatment, and a vehicle replacement for athletics.
 - A projected request of \$170,000 is expected for facilities for FY27.
- School Committee members discussed categorizing technology projects for budgeting purposes. Any decision hinges on the project's scope, cost, and lifespan.
 - A School Committee member discussed the possibility of updating a Conference Room at LSRHS for hybrid purposes, to hopefully hold School Committee meetings at the school.
- School Committee members discussed and inquired about strategies for improving athletic transportation, potentially finding cost neutral or logistically superior solutions for the future.
 - Appreciation was expressed for preventive maintenance work.
- A School Committee member requested quarterly updates on capital projects to improve the school committee's awareness and follow-up.
- A regular facilities audit was proposed to assess infrastructure and inform future capital planning, categorizing needs by urgency.

- Expect a proposed cost of engaging agencies who are eligible to package facilities examinations with ADA compliance examinations to be provided. Hopefully, the facilities item will be included in next year's operating budget.
 - If approved, the examinations could occur over the summer, leading to a comprehensive capital plan and identification of ADA compliance strengths and weaknesses.
 - A School Committee member suggested adding the building capital needs assessment to the ADA audit goal, as well as requesting updates on the progress of these initiatives.

Chairperson and Liaison Updates

Negotiations Subcommittee

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

- The next Negotiations Subcommittee meeting will be held on Monday, September 15th.

Tri-District Calendar Review Committee

Lucy Maulsby, *member of the Calendar Subcommittee*
Ravi Simon, *member of the Calendar Subcommittee*

- The Calendar Review Subcommittee met and heard from Rabbi Yisroel Freeman and Rabbi Joshua Breindel about the Jewish High Holidays, their perspective on the calendar review process, and possible accommodations.
- Anticipate a hybrid listening session on October 14th at 7PM, with at least 45 minutes for public comment via pre-registration.
- A Community survey was drafted and discussed.
 - Liz City intends on reviewing the survey methodology and providing feedback.
- Individual School Committees will discuss the information collected by the Calendar Review individually, followed by a joint Tri-District meeting to discuss potential calendar alignment between the three districts.
 - The tentative date is Thursday, November 13th.

Information and Discussion

Meeting Calendar Update/Adjustments

Andrew Stephens, *LSRHS Superintendent/Principal*

DRAFT 2025-2026 LSSC Meeting Calendar

- The schedule was updated to correct some inaccurate information regarding full School Committee meetings scheduled for 6:30pm, instead of 7PM.

Draft of 2025-2026 LSSC Protocols

Ravi Simon, *Chair of LSSC*

DRAFT LSSC Protocols

- The Chair presented a drafted '2025-2026 Operating Protocols' document to the full school committee for review.
- Changes to said document stemmed from a workshop conversation, including items like onboarding for new School Committee members.
- The chair emphasized that the protocols document is a live document that can be updated to improve processes and norms.
- A motion was made, seconded, and approved unanimously for the '2025-2026 School Committee Operating Protocols' document.

Review of second draft of LSSC 2025-2026 Goals

Ravi Simon, *Chair of LSSC*

Cathie Bitter, *Vice Chair of LSSC*

LSSC DRAFT Goals

- Cathie Bitter created a second draft of the 2025-2026 School Committee goals to reflect the following:
 - Updating the LSSC website for accessibility, as well as modifying alumni data to focus on informing current student programming.
 - A School Committee member suggested including the ADA audit for building facilities.
 - Exploring options for holding hybrid School Committee meetings at LSRHS, with gathering information to achieve this goal.
- A motion was made, seconded, and approved unanimously for the '2025-2026 School Committee goals'.

Superintendent/Principal Updates

Andrew Stephens, *LSRHS Superintendent/Principal*

- As a reminder and informational purposes, the latest newsletter included the Academic Council's statement on religious holidays, emphasizing communication between students and teachers regarding schoolwork and observances.
 - The newsletter also provided information on school and community mental health supports, advising students, parents, and caregivers to contact school counselors or Associate Principals for assistance, including referrals for external services, as well as the many academic supports at LSRHS.
- There was a successful ninth-grade caregiver night on Tuesday, September 2nd. Parents met with support groups and house teams, including the Associate Principals.
- LSRHS has been recognized as a Special Olympics Massachusetts Unified Champion School due to its commitment to inclusion and the development of its unified program.

Action Items:

-VOTE: Ravi Simon motioned to approve the 'Warrant/Vouchers' and 'Donations' on the 'Consent Agenda'. Jack Ryan seconded the motion. The motion passed unanimously.

-VOTE: Ravi Simon motioned to approve the '2025-2026 LSSC Operating Protocols' document. Charles Morton seconded the motion. The motion was passed unanimously.

-VOTE: Ravi Simon motioned to approve the '2025-2026 LSSC Goals'. Cathie Bitter seconded the motion. The motion passed unanimously.

Public Comment

No Comment(s)

Adjournment

Ravi Simon motioned to adjourn the open meeting. Maura Carty 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 8:38PM.