

**LINCOLN-SUDBURY REGIONAL SCHOOL DISTRICT
SCHOOL COMMITTEE - FINANCE SUBCOMMITTEE**

MINUTES

Thursday, March 19, 2026

Remote

Present: Maura Carty (MC), Jack Ryan (JR), Cathie Bitter (CB)

Also present: Andrew Stephens (AS) and Susan Bottan (SB)

I. Call to Order

Maura Carty called the meeting to order at 7:06 PM.

II. Public Comment

No public comment

MC communicated the goals of the meeting, noting that it was a full agenda. She expressed the hope that, by the conclusion of the meeting, the Subcommittee would be prepared to make a recommendation on Exam and Parking fees for the full Committee to vote on. The meeting would include a review of the projections spreadsheet and the E&D recommendation, as well as an introduction to a spreadsheet outlining all fee-based revolving funds that the School Committee will need to review and establish thresholds for in future meetings. The Capital Projects process would also be discussed.

JR requested time later in the meeting to discuss adding an addendum to the February 12 meeting minutes to reflect updated guidance.

III. Fee-Based Revolving Funds

SB explained that there is a hope the recommendations would be increasing accessibility and equity in fee structures. The Subcommittee reviewed updated projections for both the Exam and Parking revolving funds.

The Subcommittee agreed to recommend reducing the PSAT fee by \$5.00 and the AP fee by \$10.00.

The Subcommittee also requested clarification regarding the Parking Lot Fund projections. SB suggested adding language to clarify that the fund is intended to grow over time and accumulate sufficient resources over a 15–20 year period to support ongoing maintenance and eventual repaving.

Members expressed appreciation for the proposed fee reductions, noting that the key consideration was balancing affordability with the need to adequately fund long-term resurfacing

costs. After reviewing multiple scenarios, the Subcommittee agreed to recommend a \$250 parking fee.

IV. Projections

The Subcommittee discussed the importance of the FY28 projections in providing transparency to both School Committee members and the community, particularly given the unpredictability of certain line items. The projections also highlight upcoming contract negotiations which is important to know which contracts are up.

There was discussion about renaming the “Busing and Food Services” line item to “Busing,” as it currently reflects transportation costs only and retains a historical title.

V. E&D Overview

The Subcommittee expressed appreciation for the depth of historical data and detail included in the E&D report and indicated comfort with the recommendations presented.

VI. Revolving Funds

The Subcommittee was introduced to a Fee-Based Revolving Funds spreadsheet, which identifies all revolving funds that will be reviewed in future meetings. The spreadsheet includes historical ending balances to support ongoing analysis and decision-making.

VII. Capital Project Process

The Subcommittee discussed establishing a regular schedule to review capital project progress and receive status updates. SB shared documentation indicating that some completed capital projects still have remaining funds and recommended that these excess funds be transferred to the Capital Stabilization Fund.

V. Topics Not Reasonably Anticipated by the Chair - None

VI. Review and approve meeting minutes February 12, 2026 Meeting Minutes

Jack Ryan requested that an addendum be added to the February 12, 2026 Finance Subcommittee meeting minutes to reflect revised guidance received about the usage of capital expenditures in revolving funds. The revised guidance was shared at the LSSC meeting on Feb. 24, 2026. LSSC Meeting Minutes Feb. 24, Maura Carty stated that she would make the edits to the February 12, 2026 meeting minutes and bring them back to the next meeting for approval, as well as make a note in the March 19, 2026 meeting minutes.

X. Adjournment

Maura Carty made a motion to adjourn. Jack Ryan seconded the motion. A roll call vote was taken. The motion passed unanimously. The meeting adjourned at 8:20pm.