

*Approved by School Committee:  
January 10, 2022*

**SOUTH MIDDLESEX REGIONAL VOCATIONAL TECHNICAL  
SCHOOL COMMITTEE MEETING**

**November 8, 2021**

MEMBERS PRESENT:

**ASHLAND**

Ed Burman

**FRAMINGHAM**

Michele Burns

James Cameau

Linda Fobes (Remote)

Rick Gallagher

Sara Hamerla

AJ Mulvey

Brandon Ward

**HOLLISTON**

Sarah Commerford

Barry Sims

**HOPKINTON**

Ruth Knowles

**NATICK**

Elizabeth Smith-Freedman

**ALSO PRESENT:**

Jonathan Evans, Superintendent

Shannon Snow, Principal

Dolores Sharek – Director of Finance & Business

Jack Keating – Treasurer (Remote)

Karen Ward, Recording Secretary

*Chairman Burman called the meeting to order at 7:00 PM.*

*Per Governor Baker's order suspending certain provisions of the Open Meeting Law, G.L. c. 30A sec. 20, we will be conducting this School Committee meeting in person with one or more members of the South Middlesex Regional Vocational Technical School Committee participating remotely in accordance with the Attorney General's Regulations and Procedures.*

*All votes this evening will be taken as a roll call vote.*

### **CHAIRMAN'S REPORT**

- Superintendent Evans introduced two newly appointed Keefe Tech School Committee members representing the City of Framingham, Dr. Sara Hamerla and Mr. Brandon Ward.

### **APPROVAL OF MINUTES OF REGULAR MEETING OF OCTOBER 4, 2021**

Chairman Burman asked for a motion to approve the minutes of the regular meeting of October 4, 2021.

MR. GALLAGHER MADE A MOTION, SECONDED BY MR. CAMEAU TO APPROVE THE MINUTES OF THE REGULAR MEETING OF OCTOBER 4, 2021. MR. BURMAN, MRS. BURNS, MR. CAMEAU, MRS. COMMERFORD, MRS. FOBES, MR. GALLAGHER, DR. HAMERLA, MRS. KNOWLES, MR. MULVEY, MR. SIMS, AND MR. WARD VOTED TO APPROVE THE MINUTES. MS. SMITH-FREEDMAN ABSTAINED. THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

### **GUESTS AND VISITORS**

See Enrollment Report

### **CHAIRMAN'S REPORT**

- December 6th School Committee Meeting

Chairman Burman reported since we have no pressing issues, and three Budget Sub-Committee meetings in December, he suggested a motion to cancel the December 6<sup>th</sup> meeting. MR. MULVEY MADE A MOTION, SECONDED BY MS. SMITH-FREEDMAN TO CANCEL THE DECEMBER 6, 2021 SCHOOL COMMITTEE MEETING. MR. BURMAN, MRS. BURNS, MR. CAMEAU, MRS. COMMERFORD, MRS. FOBES, MR. GALLAGHER, DR. HAMERLA, MRS. KNOWLES, MR. MULVEY, MR. SIMS, AND MS. SMITH-FREEDMAN VOTED TO IN FAVOR OF THE MOTION. MR. WARD ABSTAINED. THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

- Superintendent Evaluation Sub-Committee Update

Mrs. Commerford, Chair of the Superintendent Evaluation Sub-Committee, reminded Committee members that Mr. Gaine and Mrs. Shepard are the other members of the Superintendent Evaluation Sub-Committee. Mrs. Commerford reported that Superintendent Evans was asked to streamline his evidence binders and highlight all in one binder, in chronological order and another binder for the District Improvement Plan. Mrs. Commerford reviewed examples of items Superintendent Evans has been asked to collect. Mrs. Commerford reported that in a couple of months, the sub-committee will have a mid-year review of the binders, and then have a final review in late spring. Mrs. Commerford said she will inform the full Committee when the binders are available for their review, if they so choose. Mrs. Commerford will reach out to the sub-committee members with a date for their next meeting.

### **EXECUTIVE SESSION**

There was no Executive Session

### **SUPERINTENDENT-DIRECTOR'S REPORT**

- Re-Opening Update

Superintendent Evans updated the Committee on the status of our students adjusting back to school in person. He said things are going well. He said this has been an adjustment for some students, but it seems that these students are settling in and doing well. Dr. Snow reported that it's very exciting having students back full time. She reported that we just completed spirit week. Normally at the end of spirit week we have a pep rally. Dr. Snow said her team decided was not possible this year, so instead, they ended the week with an outdoor barbeque. She said they also had organized outdoor games and activities. Dr. Snow said they expected approximately 200 students but they had 350-400 students. Dr. Snow said after the barbeque for current students they also had a barbeque for the Class of 2020. She said this was a creative solution and a nice opportunity for this class to gather together to sign each other's yearbooks and have a finale to the end of their year. Dr. Snow reported that Term 1 Progress Reports have been completed and the after school programs are open and running well. Superintendent Evans reported that after receiving feedback in regards to COVID 19 Reporting, work is being done to come up with a COVID 19 Dashboard that will be published on the website. He said this dashboard will be maintained and will keep the community updated on our COVID 19 status without messages being

sent out. Superintendent Evans said the Team will continue to follow all public health guidelines and all contact tracing as needed. Superintendent Evans also reported that he is staying in touch with member communities. He reported that a couple of districts have reached the 80% guideline to apply for a waiver for unmasking, and will follow their journey closely so we can benefit from their approach. He reported at this time we have not reached the 80% guidelines, but hopes to in the near future.

- Enrollment and Admissions Update (Appendix 2021-54)

Superintendent Evans updated the Committee on the current October 1 enrollment numbers.

Superintendent Evans said he has asked Adrienne Bogusky, Director of Guidance and Admissions, to present a more detailed report including her teams' efforts and outcome of their efforts at the January meeting. Superintendent Evans reported that this is the first time in decades that we are at capacity. He said this is great for the school, but that it does come with some challenges. He hopes that with these large numbers we may see an increase in Chapter 70 funds to help our communities. He reported he is making plans to have a team come in to take a look at our facility to see what could be done to increase our space going forward.

- Update MASC/MASS Joint Conference

Superintendent Evans updated members on the MASC/MASS Delegate Assembly that took place on November 6<sup>th</sup>. Superintendent Evans reported that Mr. Gaine attended the Delegate Assembly remotely and recorded resolution votes on behalf of the Committee. Mr. Gaine reported that all resolutions passed. Superintendent Evans also thanked Committee Members Dr. Hamerla and Mr. Ward for participating in the conference. Superintendent Evans also reported and congratulated Mrs. Sharek for representing Keefe as an expert on one of the panels for business managers.

- COVID-19 Testing Policy (Appendix 2021-55)

Superintendent Evans reported that appendix 2021-55, that was included in the packet, had two minor changes. A revised copy was available on side table. These minor changes are: under Discipline, the KTEA requested to have the language "consistent with bargaining agreement" added to the language. Superintendent Evans said this was the intention all along and agreed this language should be added. The second change is under Expiration of Policy. The KTEA requested language be changed to "will be subject to negotiations when collective bargaining agreement expires". Superintendent Evans said this policy has been reviewed by School Committee Legal Counsel, Mr. Terry, and that it was presented to all

three bargaining units. He reported that all three bargaining units had more than 90% approval of this policy. Superintendent Evans said if this policy is approved by the Committee, he will reach out to the approximately 16 staff members who will need to follow this policy.

MR. MULVEY MADE A MOTION SECONDED BY MR. GALLAGHER TO APPROVE THE COVID 19 TESTING POLICY. MR. BURMAN, MRS. BURNS, MR. CAMEAU, MRS. COMMERFORD, MRS. FOBES, MR. GALLAGHER, DR. HAMERLA, MRS. KNOWLES, MR. MULVEY, MR. SIMS, MS. SMITH-FREEDMAN AND MR. WARD VOTED TO IN FAVOR OF THE MOTION. THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

### **FINANCIAL MATTERS**

- Non-Salary Financial Expenditure Report (Appendix 2021-56)

Members received the Non-Salary Expenditure Report along with some highlights. Mrs. Sharek reported that we have spent 29% of the budget to date. She also reported that we have encumbered the cost of snow removal to cover up to 60" of snow for the season to be paid in five monthly installments beginning in November. If the amount exceeds 60" we will be billed separately in addition to the contracted rate.

### **COMMUNICATION**

No Communication

### **OLD BUSINESS**

No Old Business

### **NEW BUSINESS**

No New Business

### **ADJOURNMENT**

Mr. Burman asked for a motion to adjourn.

MS. SMITH-FREEDMAN MADE A MOTION, SECONDED BY MR. MULVEY TO ADJOURN THE MEETING. MR. BURMAN, MRS. BURNS, MR. CAMEAU, MRS. COMMERFORD, MRS. FOBES, MR. GALLAGHER, DR. HAMERLA, MRS. KNOWLES, MR. MULVEY, MR. SIMS, MS. SMITH-FREEDMAN, AND MR. WARD VOTED IN FAVOR OF THE MOTION. THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

The next meeting is January 10, 2021

The meeting adjourned at 8:00p.m.

SOUTH MIDDLESEX REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT

School Committee Meeting – November 8, 2021

**ACTION SHEET**

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