

*Approved by School Committee:
March 7, 2022*

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

February 7, 2022

MEMBERS PRESENT:

ASHLAND

Ed Burman

FRAMINGHAM

Michele Burns (Remote)

Linda Fobes (Remote)

Rick Gallagher

Sara Hamerla

Brandon Ward

HOLLISTON

Sarah Commerford

Barry Sims

HOPKINTON

Ruth Knowles

Jaime Shepard

NATICK

Ruth Mori

Elizabeth Smith-Freedman

ALSO PRESENT:

Jonathan Evans, Superintendent-Director

Shannon Snow, Principal

Dolores Sharek, Director of Finance & Business Operations

Jack Keating, Treasurer

Karen Ward, Recording Secretary

*Chairman Burman called the meeting to order at 7:05PM
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.

APPROVAL OF MINUTES OF REGULAR MEETING OF JANUARY 10, 2022

Chairman Burman asked for a motion to approve the minutes of the regular meeting of January 10, 2022.

MS. SMITH-FREEDMAN MADE A MOTION, SECONDED BY MRS. COMMERFORD, TO APPROVE THE MINUTES OF THE REGULAR MEETING OF JANUARY 10, 2022. MRS. BURNS, MRS. COMMERFORD, DR. HAMERLA, MRS. FOBES, MR. GALLAGHER, MRS. SHEPARD, MR. SIMS, MS. SMITH-FREEDMAN, MR. WARD, AND MR. BURMAN VOTED IN FAVOR OF THE MOTION; MRS. KNOWLES AND MRS. MORI ABSTAINED. THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

GUESTS AND VISITORS

Two members of the public addressed the Committee on a topic not listed on the Agenda.

CHAIRMAN'S REPORT

- Superintendent Evaluation Sub-Committee Update

Mrs. Commerford, Chair of the Superintendent Evaluation Sub-Committee, reminded members that She, Mr. Gaine and Mrs. Shepard are members of the Superintendent Evaluation Sub-Committee. Chairperson Commerford informed Committee members that the sub-committee met on January 27th. She reported sub-committee members received a mid-year review of the Superintendent's evaluation process. Chairperson Commerford reported that she has reviewed the Standards binder and the District Improvement Plan binder and they are now being reviewed by other sub-committee members. Once reviewed by all sub-committee members, binders will be made available to any member of the full Committee who wishes to review them. The sub-committee will reconvene in the spring and they will make a recommendation to the full Committee for the Superintendent's evaluation rating at either the May or June meeting.

EXECUTIVE SESSION

There was no executive session

SUPERINTENDENT-DIRECTOR'S REPORT

- Re-Opening Update

Superintendent Evans updated the Committee on the status of the re-opening. Superintendent Evans reported that compared to a few weeks ago, numbers of COVID 19 are coming down. Superintendent Evans said that Keefe Tech has become part of the state approved testing program. He reported that a tremendous amount of staff are participating. Superintendent Evans said that at this time we have approximately 300 students choosing to participate in the program. He reported that because of the snow storm, we have been delayed a week to start the student portion of testing. He said he would not be surprised if the number of students increases after the first week. Superintendent Evans said that we continue to use pool testing as a tool as well. Superintendent Evans reported that currently we have a 77% vaccination rate. He said approximately 93% of staff are vaccinated, and approximately 73% of students are vaccinated.

- Admissions Update

Superintendent Evans said that last month the Committee received an in depth report from Mrs. Bogusky, Director of Guidance and Admissions. He said that admissions are a fluid situation. Superintendent Evans said this is a very busy time for the Admissions Department. He said we are seeing the smaller towns with an uptick in applications, which will hopefully lead to students getting accepted and attending Keefe Tech. Superintendent Evans reported that at this time we are seeing large numbers from Ashland, Holliston and McAuliffe and large numbers from Framingham. He said he will continue to keep the Committee updated as the admissions process continues.

- CTE Selection (Appendix 2022-07)

Superintendent Evans reported this is a very exciting time for both students and staff. The Committee received a document showing what the enrollment is in each career and technical program. Students are given their first choice as long as there is room in the program. If the program is at full capacity, students are placed on a wait list and placed in their second choice program. Counselors will place students in their first choice program if space becomes available. Superintendent Evans said the following shops are at full capacity and will have a wait list: Carpentry, Cosmetology, Dental Assisting,

Design & Visual, Electrical, Health Careers, Horticulture, and Metals. Superintendent Evans said there is real interest in the building and construction trades, validating the decision to add HVAC to our program offerings. Superintendent Evans said we will work with students and make every effort to get students where they would like to be. Superintendent Evans said for the shops that are under capacity, there are always encouragement and opportunities to visit sister schools that may have a robust program to see examples of what can be implemented here to increase enrollment in their programs.

- Municipal Meeting Update

Superintendent Evans reported that at this time there are no meetings scheduled. He said at the March meeting we will present the Final Budget and Assessments for our district partners. Superintendent Evans said we have found some efficiencies and are able to make some reductions that will help to offset the assessments. He said he will review all of this information in much more detail at the March meeting. He said historically, the municipal meetings start after the Final Budget gets approval from the Committee, and then we start presenting to our member communities. Superintendent Evans provided the information that we have gotten our Ch70 calculation and the number has come in at a good place, helping the cost of assessments. Superintendent Evans said there is still work to be done to target areas where reductions may be able to be made. He said he will bring all this information to the March meeting for your review and approval.

- Negotiations Update

Superintendent Evans reported he will be meeting with district managers tomorrow at Keefe Tech. This meeting is a requirement to begin contract negotiations. Superintendent Evans said at this meeting the district managers will elect one person to be a liaison through the negotiation process to represent the districts. Superintendent Evans reported the approach that is taken for negotiations is to have a team of faculty members with the Superintendent without lawyers and MTA representatives, to game plan and see what the needs are. He said this approach has been successful in the past. Superintendent Evans said that he will keep the Committee informed through Executive Sessions, but does not expect too much information until the April meeting. He said this when this process is completed the contracts will be brought to the full Committee for their approval.

FINANCIAL MATTERS

- Budget Update

Superintendent Evans combined the Budget Update with the Municipal Meeting Update.

- Non-Salary Financial Expenditure Report (Appendix 2022-08)

Members received the Non-Salary Financial Expenditure Report along with some highlights. Mrs. Sharek reported that we are on target, currently spending nearly 51.4% of the budget. Mrs. Sharek reported she continues to review accounts nearing or exceeding budget balances and have been discussing these items with department heads.

- Budget Transfer (Appendix 2022-09)

Mrs. Sharek requested authorization to transfer funds from areas of surplus to allow the District to meet financial obligations.

MR. BURMAN MADE A MOTION, SECONDED BY MS. SMITH FREEDMAN TO APPROVE THE BUDGET TRANSFER. MRS. BURNS, MRS. COMMERFORD, DR. HAMERLA, MRS. FOBES, MR. GALLAGHER, MRS. KNOWLES, MRS. MORI, MRS. SHEPARD, MR. SIMS, MS. SMITH-FREEDMAN, MR. WARD, AND MR. BURMAN VOTED IN FAVOR OF THE MOTION; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

- Creation of New Student Activity Account (Appendix 2022-10)

Mrs. Sharek requested the School Committee approve the creation of a new Student Activity Account for the Environmental Club. A vote of the School Committee is required to open a student Activity Account under MGL Chapter 71.

MR. GALLAGHER MADE A MOTION, SECONDED BY MR. WARD TO APPROVE THE CREATION OF A NEW STUDENT ACTIVITY ACCOUNT FOR THE ENVIRONMENTAL CLUB. MRS. BURNS, MRS. COMMERFORD, DR. HAMERLA, MRS. FOBES, MR. GALLAGHER, MRS. KNOWLES, MRS. MORI, MRS. SHEPARD, MS. SMITH-FREEDMAN, MR. WARD AND MR. BURMAN VOTED IN FAVOR OF THE MOTION; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

COMMUNICATION

There was no Communication

OLD BUSINESS

There was no old business

NEW BUSINESS

- Superintendent Evans reported there was an item that was not available in time for the posting. He said this is important in terms of our facility. We have been having challenges and concerns regarding the condition and safety of our pool area. We have been in consultation with structural engineers regarding the condition of our 50-year-old pool, and were told it needed a more in depth look. We just today received a report, and it does not look good. Superintendent Evans said he has no requests or answers, this comment is meant to inform you that we have a problem and will be in contact with our communities to discuss solutions. Superintendent Evans said he was very surprised to see this would be more than a 5-million-dollar repair to a 50-year-old pool. Superintendent Evans reported that we are cleared to use the pool until summer, but beyond that we need to research and make difficult decisions. Superintendent Evans reported he will share this information with municipal leaders tomorrow and other colleagues that use the pool, as well as Framingham Park and Recreation Dept.

- Chairman Burman provided Committee members with information regarding a group of volunteer medical professionals that will be providing free medical care for our communities during a three-day summer program.

- Committee members expressed an interest in the potential for a discussion regarding the role of the school committee in matters of curriculum development.

ADJOURNMENT

Mr. Burman asked for a motion to adjourn.

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

The next meeting is March 7, 2022
The meeting adjourned at 8:10 PM

SOUTH MIDDLESEX REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT
School Committee Meeting – February 7, 2022

ACTION SHEET

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