



MINUTEMAN SCHOOL COMMITTEE
Subcommittees, Task Forces and Liaisons 2021-2022

1. Budget Subcommittee / Finance Committee (Budget and Warrant Review)

Steve Ledoux, Chair; Jennifer Leone and Michael Ruderman

This Subcommittee will focus on the review and understanding of the annual budget and non-budget accounts, ensure that items from annual audit are addressed, review recommendations on Policy Section D (Fiscal Management), examine per-student costs, develop opinions as directed by the School Committee on financial matters impacting the school, and will act as the Warrant Committee for the District. The Budget Subcommittee/Finance Committee will report to School Committee as appropriate.

2. Minuteman Faculty Association (MFA) Negotiations Subcommittee

Jennifer Leone, Steve Ledoux and Ford Spalding

This Subcommittee works with the Superintendent and administration to negotiate with the Minuteman Faculty Association on behalf of the full School Committee in order to develop a contract that can be endorsed by the School Committee, Minuteman Faculty Association, and the administration.

3. Policy Subcommittee

Alice Deluca, Chair and Judy Crocker

Work on the Admissions Policy, review sections of the Policy Handbook, and any policies needed by the school administration.

**4. Superintendent Negotiations & Evaluation /
School Committee Evaluation Subcommittee**

Jennifer Leone, Chair; Dave O'Connor, Pam Nourse and Ford Spalding

This Subcommittee will ensure that the annual evaluation of the Superintendent follows the Department of Elementary and Secondary Education process. It will also open negotiations for a successor contract with the Superintendent.

5. School Building Committee

Ford Spalding, Chair

The goal is to complete the MSBA Building process in 2022 and the construction of the athletic fields project by January 1, 2022

6. Superintendent Screening Committee

Ford Spalding, Chair; Pam Nourse and Alice DeLuca

The goal is to recommend to the full School Committee two or more finalists for their consideration for the position of Superintendent no later than January 2022.

7. Communications, Access and Admissions Subcommittee

Jeff Stulin, Chair, Pam Nourse and Alice DeLuca

The goals of the Minuteman CAA Subcommittee are to work with the Minuteman administration to:

1. Develop a detailed plan to expand the capacity of Minuteman.
2. Review a revised Admissions Policy.
3. Identify member towns who are under-enrolled and support increased enrollment strategies in those communities.
4. Continue to recruit students that reflect the diversity of Minuteman member town communities.
5. Support enrollment efforts at the Minuteman Technical Institute (MTI).
6. Support an effective communications/admissions process within member communities.
7. Review the Minuteman website to better facilitate information/process regarding admissions.
8. Review the internal procedures regarding the processing of applications and the shepherding of students through the admissions process.
9. Review the procedures that keep students interested in attending Minuteman from when students first express interest to when student show up in September.
10. Explore opportunities associated with expanding the district.

TASK FORCES AND LIAISONS

1. General Advisory Board Liaison

Dave O'Connor

The General Advisory Board (GAB), a group of approximately 30 people, is comprised of chairs representing the various CVTE program areas within the program Advisory Committee. The School Committee liaison to the General Advisory Board would attend the General Advisory Board meetings and is welcome to attend any program meeting as well. The School Committee liaison is an observer to convey summaries of activities to the full School Committee, but is not an active participant, nor voting member, of the General Advisory Committee.

2. Strategic Planning

Ford Spalding, Chair; Alice Deluca and Pam Nourse

The Strategic Planning Committee will focus on succession planning, identifying District, administration, faculty and School Committee priorities.