

*Approved by School Committee:
July 18, 2022*

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

June 13, 2022

MEMBERS PRESENT:

ASHLAND

Ed Burman
Bill Gainé

FRAMINGHAM

Linda Fobes (7:20pm)
Michele Burns
Rick Gallagher
Sara Hamerla
Maria Martinez,
AJ Mulvey
Brandon Ward

HOLLISTON

Barry Sims

HOPKINTON

Ruth Knowles
Jaime Shepard

NATICK

Ruth Mori

ALSO PRESENT:

Jonathan Evans, Superintendent-Director
Shannon Snow, Principal
Dolores Sharek, Director of Finance
Karen Ward, Recording Secretary

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 in accordance with the Attorney General's Regulations and Procedures.

Superintendent Evans called the meeting to order at 7:05 PM. and explained he would preside over the meeting for the purpose of electing a Chair for the 2022-2023 school year.

Superintendent Evans asked for a nomination for Chair for the South Middlesex Regional Vocational Technical School Committee.

MRS. SHEPARD NOMINATED MR. BURMAN AS CHAIRMAN OF THE SCHOOL COMMITTEE FOR THE 2022-2023 SCHOOL YEAR; MR. SIMS SECONDED THE NOMINATION. Superintendent Evans asked if there were any other nominations for Chair of the School Committee, there were none. TWELVE MEMBERS VOTED IN FAVOR OF THE NOMINATION OF MR. BURMAN AS CHAIRMAN OF THE SCHOOL COMMITTEE FOR THE 2022-2023 SCHOOL YEAR; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

MR. GALLAGHER NOMINATED MRS. COMMFERFORD FOR VICE CHAIRMAN OF THE SCHOOL COMMITTEE FOR THE 2022-2023 SCHOOL YEAR; MRS. BURNS SECONDED THE NOMINATION. Chairman Burman asked if there were any other nominations for Vice Chairman of the School Committee, there were none.

TWELVE MEMBERS VOTED IN FAVOR OF THE NOMINATION OF MRS. COMMERFORD AS VICE CHAIRMAN OF THE SCHOOL COMMITTEE FOR 2022-2023 SCHOOL YEAR; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

Superintendent Evans reported that Mr. Keating had called to inform him he is unable to attend this evenings meeting. He also informed Superintendent Evans that he will be retiring from the position of Treasurer. He reported that Mr. Keating would like to be the Treasurer for the start of the year and he would like to help to find a replacement for this position. Superintendent Evans reported that Mr. Keating has been the sole Treasurer of Keefe Tech and that he should be commended for all of his hard work and dedication.

Chairman Burman asked for a nomination for Treasurer of the School Committee. This is a paid position. MR. WARD NOMINATED MR. KEATING AS TREASURER OF THE SCHOOL COMMITTEE; MRS. BURNS SECONDED THE NOMINATION. Chairman Burman asked if there were any other nominations for Treasurer of the School Committee, there were none.

TWELVE VOTED IN FAVOR OF THE NOMINATION OF MR. KEATING AS TREASURER; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

Chairman Burman asked for a nomination for Assistant Treasurer of the School Committee. MR. MULVEY NOMINATED MR. SIMS AS ASSISTANT TREASURER OF THE SCHOOL COMMITTEE FOR THE 2022-2023 SCHOOL YEAR; MRS. MARTINEZ SECONDED THE NOMINATION. Chairman Burman asked if there were any other nominations for Assistant Treasurer of the School Committee, there were none. TWELVE VOTED IN FAVOR OF THE NOMINATION OF MR. SIMS AS ASSISTANT TREASURER OF THE SCHOOL COMMITTEE FOR THE 2022-2023 SCHOOL; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

MR. GALLAGHER NOMINATED MS. SMITH-FREEDMAN AS SECRETARY OF THE SCHOOL COMMITTEE FOR THE 2022-2023 SCHOOL YEAR. MRS. BURNS SECONDED THE NOMINATION. Chairman Burman asked if there were any other nominations for Secretary of the School Committee, there were none.

TWELVE VOTED IN FAVOR OF THE NOMINATION OF MS. SMITH-FREEDMAN AS SECRETARY OF THE COMMITTEE FOR THE 2022-2023 SCHOOL YEAR; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

Chairman Burman asked for a nomination for Recording Secretary of the School Committee. This is a paid position. MR. GALLAGHER NOMINATED MRS. WARD AS RECORDING SECRETARY OF THE SCHOOL COMMITTEE; MRS. BURNS SECONDED THE NOMINATION.

Chairman Burman asked if there were any other nominations, there were none.

TWELVE VOTED IN FAVOR OF THE NOMINATION OF MRS. WARD AS RECORDING SECRETARY OF THE SCHOOL COMMITTEE FOR THE 2022-2023 SCHOOL YEAR; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

APPROVAL OF MINUTES OF REGULAR MEETING OF APRIL 27, 2022

Chairman Burman asked for a motion to approve the minutes of the regular meeting of April 27, 2022.

MRS. KNOWLES MADE A MOTION, SECONDED BY MR. GALLAGHER, TO APPROVE THE MINUTES OF THE REGULAR MEETING OF APRIL 27, 2022. ELEVEN MEMBERS VOTED IN FAVOR OF THE MOTION; MR. MULVEY ABSTAINED. THE VOTE IN FAVOR OF THE MOTION PASSED.

GUESTS AND VISITORS

There were no guests or visitors

CHAIRMAN'S REPORT

- OPEB Update

Chairman of the OPEB Sub-Committee, Mr. Mulvey, updated the full Committee on the status of OPEB portfolio. He reported that the representatives from Bartholomew & Co., said we are doing a good job with our contributions. Mr. Mulvey reported that our long term portfolio is at a 6.12% yearly growth. He said after reviewing the portfolio with Bartholomew & Co., the sub-committee voted to make a slight shift to a 70/30 return.

EXECUTIVE SESSION

The Chair asked for a motion that the Committee go into Executive session pursuant to G.L. c. 30A, Section 21(a)(3) to discuss strategy with respect to collective bargaining or litigation if an open meeting may have detrimental effect on the bargaining or litigating position of the public body and the chair so declares for the purpose of Discussion of Superintendent's Contract. the chair so declares for the purpose of approving the April 27, 2022 executive session minutes only. This requires a majority vote of the entire committee by a roll call vote. The School Committee will reconvene in open session at the conclusion of the executive session. MR. GALLAGHER MADE A MOTION, SECONDED BY MRS. KNOWLES, TO GO IN TO EXECUTIVE SESSION AND RECONVENE IN OPEN SESSION AT THE CONCLUSION OF EXECUTIVE SESSION. MR. BURMAN, MRS. BURNS, DR. HAMERLA, MRS. FOBES, MR. GAINES, MR. GALLAGHER, MRS. KNOWLES, MRS. MARTINEZ, MRS. MORI, MR. MULVEY, MRS. SHEPARD, MR. SIMS, AND MR. WARD VOTED IN FAVOR OF THE MOTION. THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

SUPERINTENDENT-DIRECTOR'S REPORT

- Collective Bargaining Agreement with Keefe Tech Educators Association (KTEA)

Following discussion in Executive Session, Superintendent Evans asked the Committee to Vote the Collective Bargaining Agreement with the Keefe Tech Educators Association (KTEA).

MR. GAINES MADE A MOTION SECONDED BY MR. BURMAN TO APPROVE THE COLLECTIVE BARGAINING AGREEMENT WITH THE KEEFE TECH EDUCATORS ASSOCIATION. TWELVE MEMBERS VOTED IN FAVOR OF THE MOTION; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

- Collective Bargaining Agreement with Keefe Tech Secretarial Association

Following discussion in Executive Session, Superintendent Evans asked the Committee to Vote the Collective Bargaining Agreement with the Keefe Tech Secretarial Association.

MR. MULVEY MADE A MOTION SECONDED BY MRS. FOBES TO APPROVE THE COLLECTIVE BARGAINING AGREEMENT WITH THE KEEFE TECH SECRETARIAL ASSOCIATION. TWELVE MEMBERS VOTED IN FAVOR OF THE MOTION. THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

CHAIRMAN'S REPORT

- Vote Superintendent's Compensation for FY23

Chairman Burman reported, that after speaking with Superintendent Evans, he is asking to receive the same 2.5% increase the bargaining units are receiving. Superintendent Evans feels that following negotiations it is the right and fair thing to do. Chairman Burman recommends a 2.5% increase in the Superintendent's compensation for FY23.

MR. GAINES MADE A MOTION SECONDED BY MRS. SHEPARD TO APPROVE SUPERINTENDENT EVANS' COMPENSATION IN FY23 WITH AN INCREASE OF 2.5%. TWELVE VOTED IN FAVOR OF THE MOTION; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

SUPERINTENDENT-DIRECTOR'S REPORT

- Report on Year End

Superintendent Evans reported things have been going very well. Senior Awards night and Graduation went well, even though we had to make a call the change to the rain date, he felt it was the right decision. He said the Graduation ceremony went well and was a nice day for the community. He said this year's graduation validated the fact we have outgrown our gym for graduation and the venue we used, the Warren Center, has worked well and that we have already booked it for next year. Dr. Snow updated the Committee on other year end events, including the underclass ceremonies and outstanding student awards. Dr. Snow reported that on Friday the students will finish up the year with a field day/top shop day. She said this is a fun day where shops compete against one another in all kinds of events. They work as a team, and it is a friendly competition and a fun way to end the year. Dr. Snow also reported that last Thursday, incoming 8th graders and their parents came to Accepted Student's Day, where families got to learn more about the programs and choose the programs

they want to explore. She reported that she and Superintendent Evans met with the parents and answered any questions they may have. Superintendent Evans reported that it was incredible that 200 out of 225 families participated, and that this tells the story of Keefe Tech and the growth it is experiencing.

- School Handbook Changes (Appendix 2022-36)

Principal Snow reviewed some minor changes to the Student Handbook that were approved by the School Council.

MRS. FOBES MADE A MOTION SECONDED BY MR. GAINE TO APPROVE CHANGES TO THE 2022-2023 STUDENT HANDBOOK AS APPROVED BY STUDENT COUNCIL. TWELVE MEMBERS VOTED IN FAVOR OF THE MOTION; VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

- Business Professionals of America (BPA) National Leadership Conference Award Winners (Appendix 2022-37)

Committee Members were presented with a list of students that won medals at the BPA National Conference. Superintendent Evans reported this was a proud moment for these students and wanted to share their success.

- Out of State Field Trip Request – SkillsUSA National Conference, Atlanta GA (Appendix 2022-38)

Superintendent Evans reported this is another opportunity for students to achieve success. He reported that two students have qualified to participate in the National Conference. One of these students is a State Officer Elect. He reported that these students will go with two faculty members, and he wishes them much success. MR. GALLAGHER MADE A MOTION, SECONDED BY MR. BURMAN, TO APPROVE THE OUT OF STATE FIELD TRIP REQUEST TO THE SKILLSUSA NATIONAL CONFERENCE IN ATLANTA, GA. TWELVE MEMBERS VOTED IN FAVOR OF THE MOTION; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

- Retirement Announcements (Appendix 2022-39)

Members were provided with a list of staff members retiring in 2022. Superintendent Evans said these staff members will be recognized at closing ceremonies at the end of the year. He said a faculty member and an administrator will speak on behalf of each retiree.

- Conflict of Interest Law (Appendix 2022-40)

Committee members received a copy of the Conflict of Interest Law. Members need to acknowledge receipt of the Conflict of Interest Law by submitting the acknowledgement form to the Superintendent's Office. Each Committee member also needs to make sure they have completed the online Conflict of Interest Survey that needs to be completed every two years. Superintendent Evans said if you have any question as to when you need to take the survey to reach out to Mrs. Ward.

- Appoint a Board Member of ACCEPT Collaborative (Appendix 2022-41)

Superintendent Evans asked for a vote to appoint him as a Board Member of the ACCEPT Collaborative.

DR. HAMERLA MADE A MOTION, SECONDED BY MRS. FOBES, TO APPOINT SUPERINTENDENT EVANS AS A BOARD MEMBER OF THE ACCEPT COLLABORATIVE. TWELVE MEMBERS VOTED IN FAVOR OF THE MOTION; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

- MASC/MASS Joint Conference November 2022 (Appendix 2022-42)

Superintendent Evans presented the Committee with information about the MASC/MASS Joint Conference held November 2022 Hyannis. Superintendent Evans requested that members let him know if they are interested in attending and we will book rooms and take care of registrations. We have an opportunity for a discount if registrations are completed in July.

- Municipal Meeting

Superintendent Evans reported that we have an approved final FY23 Budget. He reported that the vote on our budget was unanimous. He reported through the entire process we were complimented on how we presented and our transparency. Superintendent Evans reported that he also attended a meeting with the Framingham City Council Education Sub-Committee last week. He thanked members who attended the meeting for their support. Superintendent Evans said at this meeting he updated the city council on the status of our pool.

- Non-Salary Financial Expenditure Report (Appendix 2022-43)

Members received the Non-Salary Expenditure Report along with some highlights regarding our current status.

- Request Budget Transfer (Appendix 2022-44)

Mrs. Sharek requested authorization to transfer funds from areas of surplus to allow the District to meet financial obligations. MRS. FOBES MADE A MOTION SECONDED BY MRS. SHEPARD TO APPROVE THE BUDGET TRANSFER OF \$540,026 TO MEET DISTRICT FINANCIAL OBLIGATIONS. TWELVE MEMBERS VOTED IN FAVOR OF THE MOTION; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

- Request Transfer to OPEB Trust (Appendix 2022-45)

Mrs. Sharek asked the Committee to approve transferring \$75,000 to the OPEB Trust similar to last year. MR. GALLAGHER MADE A MOTION SECONDED BY MR. MULVEY TO APPROVE A TRANSFER OF \$75,000 TO THE OPEB TRUST ACCOUNT. TWELVE VOTED IN FAVOR OF THE MOTION; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

- Transfer to Transportation Revolving Account (Appendix 2022-46)

Mrs. Sharek reported that this money would be transferred to the Transportation Revolving Account to fund the transportation budget in FY23. This is an anticipated transfer, as in previous fiscal years, to replenish the revolving account funds which will be utilized next fiscal year. MR. MULVEY MADE A MOTION SECONDED BY MR. GALLAGHER TO APPROVE THE FY22 TRANSPORTATION TRANSFER REQUEST. TWELVE MEMBERS VOTED IN FAVOR OF THE MOTION; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

- Bus Contract Extension (Appendix 2022-47)

Mrs. Sharek reported the District is in the final year of a three-year contract which began in FY20. The contract allows for two one-year extensions. Mrs. Sharek reported she has spoken with 17 school districts to assess current market trends. The current contract extension would result in an estimated 2.5% increase in cost, including regular, and special education buses, as well as late, athletic and field trip buses. Based on this information, Mrs. Sharek is recommending that the School Committee vote to exercise the first one-year contract extension with Michael J. Connelly & Sons, Inc. for student transportation services. Superintendent Evans also reported that our experience with Michael J. Connelly & Sons transportation has been extremely good. He said they have always been flexible, and anticipated needs with very little disruption. He said their responsiveness has been great. MR. MULVEY MADE A MOTION, SECONDED BY MR. GALLAGHER TO APPROVE THE ONE-YEAR EXTENSION OF THE BUS CONTRACT WITH MICHAEL J. CONNELLY & SONS TRANSPORTATION. ELEVEN MEMBERS VOTED IN FAVOR OF THE MOTION; ONE ABSTAINED. THE VOTE IN FAVOR OF THE MOTION PASSED.

COMMUNICATION

- Keefe Tech 2022 Graduation (Appendix 2022-48)

Superintendent Evans shared an article regarding the 2022 Keefe Tech Graduation.

- Student Spotlight – MetroWest Daily News Article (Appendix 2022-49)

Members were given an article that appeared in the MetroWest Daily news, spotlighting a Keefe Tech student.

- Leadership & Diversity Award (Appendix 2022-50)

Members received an article showcasing a Keefe Tech student who received a Leadership & Diversity Award.

OLD BUSINESS

There was no old business

NEW BUSINESS

- MASC Life Membership Nomination

Superintendent Evans reported that he just recently received information that MASC was open for Life Membership Nominations. Superintendent Evans reported that Mr. Gaine has dedicated himself to his Community and to Keefe Tech students for over 30 years, and thinks he would be a great nomination. He said this would more than likely be announced at the MASC/MASS Joint Conference in November. MR. GALLAGHER MADE A MOTION, SECONDED BY MRS. FOBES TO NOMINATE MR. GAINE TO BECOME A LIFE MEMBER OF MASC. TWELVE MEMBERS VOTED IN FAVOR OF THE MOTION; THE VOTE IN FAVOR WAS UNANIMOUS.

Mr. Burman announced that the RAM program got approved for summer of 2023. He reported this would allow for free health, dental and vision care for any one of our community members. Mr. Burman reported he will be doing a walkthrough in July and more information to follow.

Superintendent Evans reported he had good news, although this is not public information at this point, he is happy to tell the School Committee that we are the recipients of a grant in the amount of \$470,000 for the opening of our HVAC Program. He reported this will allow us to buy state of the art equipment and repurpose the graphic space and enable us to be ready to begin the program in the fall.

ADJOURNMENT

Mr. Burman asked for a motion to adjourn.

MR. GALLAGHER MADE A MOTION, SECONDED BY MR. GAINE TO ADJOURN THE MEETING. TWELVE MEMBERS VOTED IN FAVOR OF THE MOTION; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

The next meeting is July 18, 2022
The meeting adjourned at 8:20 p.m.

SOUTH MIDDLESEX REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT

School Committee Meeting – June 13, 2022

ACTION SHEET

MRS. SHEPARD NOMINATED MR. BURMAN AS CHAIRMAN OF THE SCHOOL COMMITTEE FOR THE 2022-2023 SCHOOL YEAR; MR. SIMS SECONDED THE NOMINATION. TWELVE MEMBERS VOTED IN FAVOR OF THE NOMINATION OF MR. BURMAN AS CHAIRMAN OF THE SCHOOL COMMITTEE FOR THE 2022-2023 SCHOOL YEAR; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

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MRS. KNOWLES MADE A MOTION, SECONDED BY MR. GALLAGHER, TO APPROVE THE MINUTES OF THE REGULAR MEETING OF APRIL 27, 2022. ELEVEN MEMBERS VOTED IN FAVOR OF THE MOTION; MR. MULVEY ABSTAINED. THE VOTE IN FAVOR OF THE MOTION PASSED.

MR. GALLAGHER MADE A MOTION, SECONDED BY MRS. KNOWLES, TO GO IN TO EXECUTIVE SESSION AND RECONVENE IN OPEN SESSION AT THE CONCLUSION OF EXECUTIVE SESSION. MR. BURMAN, MRS. BURNS, DR. HAMERLA, MRS. FOBES, MR. GAINES, MR. GALLAGHER, MRS. KNOWLES, MRS. MARTINEZ, MRS. MORI, MR. MULVEY, MRS. SHEPARD, MR. SIMS, AND MR. WARD VOTED IN FAVOR OF THE MOTION. THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

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