

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

August 28, 2023

MEMBERS PRESENT:

ASHLAND

Ed Burman
William Gainé

FRAMINGHAM

Michele Burns
Linda Fobes
Rick Gallagher
Sara Hamerla
Maria Martinez
Bill Phillips
Brandon Ward

HOLLISTON

Sarah Commerford
Barry Sims

HOPKINTON

Ruth Knowles
Jaime Shepard

NATICK

ALSO PRESENT:

Jonathan Evans, Superintendent
Shannon Snow, Principal
Dolores Sharek, Director of Finance & Business Operations
William Hurley, Treasurer
Karen Ward, Recording Secretary

Chairman Burman called the meeting to order at 7:10PM.

Chairman Burman stated 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 accordance with the Attorney General's Regulations and Procedures.

APPROVAL OF MINUTES OF REGULAR MEETING OF JULY 17, 2023

Chairman Burman asked for a motion to approve the minutes of the regular meeting of July 17, 2023.

MRS. COMMERFORD MADE A MOTION, SECONDED BY MRS. FOBES TO APPROVE THE MINUTES OF THE REGULAR MEETING OF JULY 17, 2023. ELEVEN MEMBERS VOTED IN FAVOR OF THE MOTION; TWO MEMBERS ABSTAINED. THE MAJORITY VOTE WAS IN FAVOR OF THE MOTION.

GUESTS AND VISITORS

Soraya Winters, Coordinator of Keefe at Night

CHAIRMAN'S REPORT

- School Committee Vacancies

Superintendent Evans reported that at the last meeting Mrs. Mori reported that she was resigning from the Committee as of that evening. Superintendent Evans reported that since the last meeting, he has received notice that Ms. Smith Freedman was also resigning from the Committee. Superintendent Evans reported that Ms. Smith Freedman was the Secretary to the Committee, and therefore, we would need to nominate and vote a new Secretary to the Committee. Superintendent Evans reported that the Natick Select Board is aware of the vacancies and they will be going through the process of appointing two Natick representatives.

- Election of Secretary to the School Committee

MR. BURMAN MADE A MOTION SECONDED BY MRS. FOBES TO NOMINATE MRS. MARTINEZ AS SECRETARY TO THE COMMITTEE FOR THE 2023-2024 SCHOOL YEAR. MRS. MARTINEZ ACCEPTED THE NOMINATION. THIRTEEN MEMBERS VOTED IN FAVOR OF THE MOTION. THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS. Superintendent Evans thanks Mrs. Martinez for stepping in to this role.

SUPERINTENDENT-DIRECTOR'S REPORT

- CTI (Career and Technical Initiative) Grant (Appendix 2023-62)

Superintendent Evans reported that a more public announcement would be coming in the near future. Superintendent Evans reported that with the help and support of Dolly Sharek, Soraya Winters, Coordinator of Keefe at Night, applied for and has been approved to receive the CTI Grant for workforce development in the evening school program that will total in excess of \$500,000. Mrs. Winters provided details of the Grant. She reported that the start time for the grant is September 15th, but that the programs will start in January 2024. Superintendent Evans said that Mass Hire will review student applications to be preapproved and then students will be allowed to register for classes directly at Keefe.

- RAM Clinic

Chairman Burman gave an update on the success of the RAM Clinic recently held at Keefe Tech. He said that Mr. Jannetti and the Keefe Tech facilities team were extremely helpful with set up, and were very accommodating to the staff and volunteers on the day of the event. Chairman Burman reported that over 300 people were given some type of medical care over the course of two days. Mr. Burman thanked Mrs. Fobes and Mrs. Commerford for volunteering to help with the event. Mr. Burman also reported there were some local organizations that provided transportation for children of Haitian migrants that were located at the Red Roof Inn in Framingham. This enabled children to get their immunizations so they can start school on time. He also reported that the Latino Health Foundation offered to provide follow up care for people in need.

- District Improvement Plan (Appendix 2023-63)

Superintendent Evans presented the 1st Read of the proposed District Improvement Plan for the 2023-2024 school year. Superintendent Evans reported that evidence collected in this area is part of his evaluation process. Superintendent Evans reported he has three major areas that he plans to incorporate into the DIP this year. Major goal areas include Review Admissions Policy, Enhanced Family Engagement through Technology and Intermediate Facility Improvement Plan. A Committee member made suggestions for his DIP Plan. Superintendent Evans said he will review and will bring the DIP 2023-2024 to the Committee for a vote at the next meeting.

- Update on Opening of School

Dr. Snow reported that on Wednesday we had New Teacher Orientation Day where new faculty heard presentations from coordinators and administrators. Dr. Snow reported that, as required by DESE, the new faculty also met their mentors. She reported that both the mentors and new faculty spent time learning how to use PowerSchool. On Thursday, we had Freshman Step Up Day where students were given Chromebooks, introduced to the building and were able to get comfortable and meet some new friends. On Friday, we welcomed back faculty and staff. We had guest speaker, Steve Pemberton, an author from New Bedford. Dr. Snow said today was the first day back to school for students. It was wonderful to have a building filled with students. Dr. Snow said that she was very happy with how the first day went and how well the transition to PowerSchool has been going. She said this has been a large undertaking, and is impressed with how many families are able to now sign in and see information regarding their students and receive communications from the school. Superintendent Evans reported that we continue to have great support from member communities. Superintendent Evans reported we are fully staffed for the school year.

- Organizational Chart (Appendix 2023-64)

Superintendent Evans provided the Committee with a copy of the District Organizational Chart, which shows which groups of employees report to each administrator. Superintendent provided the Committee with a complete listing of faculty by department.

- Personnel Update (2023-65)

Superintendent Evans reported that just prior to the meeting, Committee members had an opportunity to greet new staff members at a reception in the cafeteria. Superintendent Evans introduced our new faculty members to Committee members and gave a brief overview of their experience.

- NEASC 5 Year Focus Visit

Superintendent Evans reported he has received a draft copy of the NEASC 5 Year Focus Visit for the administrative team to review for factual errors. He said once the board releases the report, he will be glad to share it with the Committee. He reported that the report is extraordinarily positive toward the way we support students and staff. He said that basically, most recommendations are to keep up the good work. Superintendent Evans said we will review any recommendations that are made, and if they make sense for our students, staff and budget, we will incorporate them into our school.

- Admissions Policy Review (Appendix 2023-66)

Superintendent Evans reported a new regulation by DESE, is we need to have the School Committee review and approve, on an annual basis, the Admissions Policy by October 1st. Superintendent Evans said he is presenting our current Admissions Policy for their review. Superintendent Evans reported that the communities we service are pleased with the way we admit students, and the Admissions Policy has been well received. A member had questions regarding the determination of point totals and the composition of the team that drafted this policy. Superintendent Evans responded that the school's leadership team, led by our Guidance Department, provided the majority of content. In the coming year, as indicated in the proposed District Improvement Plan, all components will be reviewed. Superintendent Evans said we will continue to monitor any results from DESE that may change this process, but he suggests approving the policy for the 2023-2024 school year. MR. GALLAGHER MADE A MOTION SECONDED BY MRS. SHEPARD TO APPROVE THE ADMISSIONS POLICY IN THE CURRENT FORM FOR THE 2023-2024 SCHOOL YEAR. TWELVE MEMBERS VOTED IN FAVOR OF THE MOTION; ONE MEMBER ABSTAINED. THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

- MASC/MASS Voting Delegate (Appendix 2023-67)

Superintendent Evans reported, that if any member of the Committee would be at the MASC/MASS Conference on Wednesday, November 8th, we would need to vote on a voting delegate to represent the Committee. MRS. FOBES MADE A MOTION, SECONDED BY MRS. MARTINEZ TO NOMINATE MR. GAINES AS THE VOTING DELEGATE TO THE MASC/MASS JOINT CONFERENCE; THIRTEEN MEMBERS VOTED IN FAVOR OF THE MOTION; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

FINANCIAL MATTERS

- Non-Salary Financial Expenditure Report (Appendix 2023-69)

Members received the Non-Salary Expenditure Report and Highlights. Mrs. Sharek reported that the school year is underway and we have spent 9.4% of our budget. Mrs. Sharek reported we are encumbering salaries and utilities for the fiscal year and have encumbered student transportation costs for the fiscal year.

COMMUNICATION

- Staff Return Messages (Appendix 2023-70)

Members received copies of the messages sent by Superintendent Evans and Principal Snow, to welcome staff back for the start of the 2023-2024 school year

OLD BUSINESS

There was no old business

NEW BUSINESS

There was no new business

EXECUTIVE SESSION

Chairman Burman 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 Committee This requires a majority vote of the entire committee by a roll call vote. The School Committee will adjourn at the conclusion of the executive session. This requires a majority vote of the entire committee by a roll call vote. The School Committee will adjourn at the conclusion of the executive session. MRS. FOBES MADE A MOTION SECONDED BY MRS. SHEPARD TO ENTER INTO EXECUTIVE SESSION AND TO ADJOURN AT THE END OF EXECUTIVE SESSION AND NOT RECONVENE IN OPEN SESSION. MR. BURMAN, MRS. BURNS, MRS. COMMERFORD, DR. HAMERLA, MRS. FOBES, MR. GAINES, MR. GALLAGHER, MRS. KNOWLES, MRS. MARTINEZ, MR. PHILLIPS, MRS. SHEPARD, MR. SIMS, AND MR. WARD VOTED IN FAVOR OF THE MOTION. THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

The next meeting is October 2, 2023

The meeting adjourned at 8:30 p.m.

SOUTH MIDDLESEX REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT

School Committee Meeting – August 28, 2023

ACTION SHEET

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