

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

October 2, 2023

MEMBERS PRESENT:

ASHLAND

Ed Burman

William Gain (Remote)

FRAMINGHAM

Rick Gallagher

Michele Burns

Sara Hamerla

Linda Fobes

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 7:00 PM. 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 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 AUGUST 28, 2023

Chairman Burman asked for a motion to approve the minutes of the regular meeting of August 28, 2023.

MRS. FOBES MADE A MOTION, SECONDED BY MRS. COMMERFORD, TO APPROVE THE MINUTES OF THE REGULAR MEETING OF AUGUST 28, 2023. THE VOTE IN FAVOR OF THE MOTION WAS MRS. BURNS, MRS. COMMERFORD, DR. HAMERLA, MRS. FOBES, MR. GAINES, MR. GALLAGHER, MRS. KNOWLES, MRS. SHEPARD, MR. SIMS AND MR. BURMAN. THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

GUESTS AND VISITORS

Dr. Rebecca Swasey, Academic Assistant Principal

CHAIRMAN'S REPORT

- Chairman Burman reported that he is suggesting the December 4th School Committee Meeting be canceled. He said the month of December is quite busy with Budget Sub-Committee Meetings, and that typically the December school committee meeting tends to be light. MRS. FOBES MADE A MOTION, SECONDED BY MRS. BURNS, TO CANCEL THE DECEMBER 4, 2023 SCHOOL COMMITTEE MEETING. THE VOTE IN FAVOR OF THE MOTION WAS MRS. BURNS, MRS. COMMERFORD, DR. HAMERLA, MRS. FOBES, MR. GAINES, MR. GALLAGHER, MRS. KNOWLES, MRS. SHEPARD, MR. SIMS AND MR. BURMAN. THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

SUPERINTENDENT'S REPORT

- Statewide Testing Update (Appendix 2023-71)

Dr. Swasey presented information regarding the Massachusetts Accountability System and reviewed the 2023 District Report for Keefe Regional Technical School. Dr. Swasey reviewed Student Achievement, Growth and other Accountability Criteria, Local Initiatives and Targeted Support. She also reviewed areas of focus and next steps. Dr. Swasey explained that the State has the ability to upload data from many areas from the school databases such as admissions, teacher and student attendance, test scores

etc. at any point in time. She reported that years ago we would have had to gather information and send it to them. Dr. Swasey reported that Keefe Tech has made great progress toward recovering after the pandemic, and she is very pleased with the efforts of the faculty and staff and the encouragement that we continue to give to our students to challenge themselves.

- Out of State Field Trip Request-FFA Convention, Indiana (Appendix 2023-72)

Superintendent Evans presented an out of state field trip request to the National FFA Convention in Indiana. MRS. COMMERFORD MADE A MOTION, SECONDED BY MR. BURMAN, TO APPROVE THE OUT OF STATE FIELD TRIP TO THE NATIONAL FFA CONVENTION IN INDIANA FROM OCTOBER 31, 2023 THROUGH NOVEMBER 3, 2023. THE VOTE IN FAVOR OF THE MOTION WAS MRS. BURNS, MRS. COMMERFORD, MRS. FOBES, MR. GAINE, MR. GALLAGHER, MRS. KNOWLES, MRS. SHEPARD, MR. SIMS AND MR. BURMAN; DR. HAMERLA ABSTAINED. THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

- Personnel Update (Appendix 2023-73)

Superintendent Evans presented an advisory board application for the Design and Visual Communications program for the review of the Committee. MR. GALLAGHER MADE A MOTION, SECONDED BY MRS. SHEPARD, TO APPROVE THE ADVISORY BOARD APPLICATION FOR THE DESIGN AND VISUAL COMMUNICATIONS PROGRAM. THE VOTE IN FAVOR OF THE MOTION WAS MRS. BURNS, MRS. COMMERFORD, DR. HAMERLA, MRS. FOBES, MR. GAINE, MR. GALLAGHER, MRS. KNOWLES, MRS. SHEPARD, MR. SIMS AND MR. BURMAN. THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

- MASC Resolutions for Delegate Assembly (Appendix 2023-74)

Superintendent Evans provided the Committee with an update regarding the MASC/MASS Delegate Assembly. He reported he will review the eight resolutions proposed this year, and the impact they would have on our district before asking the Committee to vote on the resolutions. He also reported that Mr. Gaine is our voting delegate.

RESOLUTION 1: FULL STABLE FUNDING FOR METCO

MR. BURMAN MADE A MOTION, SECONDED BY DR. HAMERLA, TO SUPPORT RESOLUTION 1. MRS. BURNS, MRS. COMMERFORD, DR. HAMERLA, MRS. FOBES, MR. GAINE, MR. GALLAGHER, MRS.

KNOWLES, MRS. SHEPARD, MR. SIMS AND MR. BURMAN VOTED IN FAVOR OF THE MOTION; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

RESOLUTION 2: REGARDING INVESTIGATIONS AND RECOMMENDATIONS FOR TRANSPORTATION BIDDING PROCEDURES

MR. GAINE MADE A MOTION, SECONDED BY MR. BURMAN, TO ABSTAIN FROM VOTING ON RESOLUTION 2. MRS. BURNS, MRS. COMMERFORD, MRS. FOBES, MR. GAINE, MRS. KNOWLES, MRS. SHEPARD, MR. SIMS AND MR. BURMAN VOTED IN FAVOR OF THE MOTION; MR. GALLAGHER VOTED AGAINST THE MOTION; DR. HAMERLA ABSTAINED FROM VOTING. THE VOTE IN FAVOR OF THE MOTION PASSED.

RESOLUTION 3: REGIONAL TRANSPORTATION

MR. GALLAGHER MADE A MOTION, SECONDED BY MRS. SHEPARD, TO ABSTAIN FROM VOTING ON RESOLUTION 3. MRS. BURNS, MRS. COMMERFORD, DR. HAMERLA, MRS. FOBES, MR. GAINE, MR. GALLAGHER, MRS. KNOWLES, MRS. SHEPARD, MR. SIMS AND MR. BURMAN VOTED IN FAVOR OF THE MOTION; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

RESOLUTION 4: DIVERSITY, EQUITY, AND INCLUSION

MR. BURMAN MADE A MOTION TO ABSTAIN FROM VOTING ON RESOLUTION 4. After discussion among the Committee, MR. BURMAN WITHDREW HIS MOTION TO ABSTAIN. DR. HAMERLA MADE A MOTION, SECONDED BY MR. BURMAN, TO SUPPORT RESOLUTION 4. MRS. BURNS, MRS. COMMERFORD, DR. HAMERLA, MRS. FOBES, MR. GAINE, MR. GALLAGHER, MRS. KNOWLES, MRS. SHEPARD, MR. SIMS AND MR. BURMAN VOTED IN FAVOR OF THE MOTION. THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

RESOLUTION 5: MA SCHOOL BUILDING AUTHORITY

MR. GAINE MADE A MOTION, SECONDED BY DR. HAMERLA, TO SUPPORT RESOLUTION 5. MRS. BURNS, MRS. COMMERFORD, DR. HAMERLA, MRS. FOBES, MR. GAINE, MR. GALLAGHER, MRS. KNOWLES, MRS. SHEPARD, MR. SIMS AND MR. BURMAN VOTED IN FAVOR OF THE MOTION; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

RESOLUTION 6: SCHOOL BUS STOP ARM SURVEILLANCE ACT AND ENFORCEMENT AND PENALTIES

DR. HAMERLA MADE A MOTION, SECONDED BY MRS. COMMERFORD, TO VOTE NOT TO SUPPORT RESOLUTION 6. MRS. BURNS, MRS. COMMERFORD, DR. HAMERLA, MRS. FOBES, MR. GAINÉ, MR. GALLAGHER, MRS. KNOWLES, MRS. SHEPARD, MR. SIMS AND MR. BURMAN VOTED IN FAVOR OF THE MOTION. THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

RESOLUTION 7: RELATED TO MCAS

DR. HAMERLA MADE A MOTION, SECONDED BY MRS. FOBES, TO SUPPORT RESOLUTION 7. MRS. BURNS, MRS. COMMERFORD, DR. HAMERLA, MRS. FOBES, MR. GAINÉ, MR. GALLAGHER, MRS. KNOWLES, MRS. SHEPARD, MR. SIMS AND MR. BURMAN VOTED IN FAVOR OF THE MOTION. THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

RESOLUTION 8: SAFE STORAGE OF FIREARMS

MR. BURMAN MADE A MOTION TO ABSTAIN FROM VOTING ON RESOLUTION 8. After discussion among the Committee, MR. BURMAN WITHDREW HIS MOTION TO ABSTAIN. MRS. COMMERFORD MADE A MOTION, SECONDED BY MR. BURMAN, TO VOTE NOT TO SUPPORT RESOLUTION 8. MRS. BURNS, MRS. COMMERFORD, DR. HAMERLA, MRS. FOBES, MR. GAINÉ, MR. GALLAGHER, MRS. KNOWLES, MRS. SHEPARD, MR. SIMS AND MR. BURMAN VOTED IN FAVOR OF THE MOTION. THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

- District Improvement Plan 2023-2024 (Appendix 2023-74)

Superintendent Evans presented the District Improvement Plan 2023-2024 as a second read. Superintendent Evans reported that he had made some modifications to language, suggested by a Committee member. He reported the overall sentiment has remained the same. MR. BURMAN MADE A MOTION, SECONDED BY MRS. SHEPARD, TO APPROVE THE 2023-2024 DISTRICT IMPROVEMENT PLAN AS PRESENTED BY SUPERINTENDENT EVANS. MRS. BURNS, MRS. COMMERFORD, DR. HAMERLA, MRS. FOBES, MR. GAINÉ, MR. GALLAGHER, MRS. KNOWLES, MRS. SHEPARD, MR. SIMS AND MR. BURMAN VOTED IN FAVOR OF THE MOTION. THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

- Budget Sub Committee Members

The following members were appointed to the Budget Sub-Committee for the FY25 Budget Development: Mr. Burman/Ashland, Mrs. Burns and Mr. Gallagher/Framingham, Mr. Sims/Holliston, Mrs. Shepard/Hopkinton, and a Natick member will be appointed at the next meeting.

- Budget Sub Committee Meeting Dates (Appendix 2023-75)

The following meeting dates for the FY25 Budget Sub-Committee were proposed: Monday, December 4th, Tuesday, December 5th and Tuesday, December 12th. An alternate date of Thursday December 14, 2023, if needed.

MR. GALLAGHER MADE A MOTION, SECONDED BY MR. BURMAN, TO SCHEDULE BUDGET SUB-COMMITTEE MEETING DATES FOR DECEMBER 4, 5, AND 12th WITH DECEMBER 14, 2023, AS AN ALTERNATE DATE IF NEEDED. MRS. BURNS, MRS. COMMERFORD, DR. HAMERLA, MRS. FOBES, MR. GAINES, MR. GALLAGHER, MRS. KNOWLES, MRS. SHEPARD, MR. SIMS AND MR. BURMAN VOTED IN FAVOR OF THE MOTION. THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

FINANCIAL MATTERS

- Non-Salary Financial Expenditure Report (Appendix 2023-76)

Members received the Non-Salary Expenditure Report along with some highlights. Mrs. Sharek reported 18.9% of the FY24 Budget has been spent. Mrs. Sharek said she would continue to monitor accounts as the fiscal year progresses.

COMMUNICATION

Superintendent Evans provided a copy of a thank you note that Mr. Cooper sent to the Committee.

OLD BUSINESS

There was no Old Business

NEW BUSINESS

There was no New Business

EXECUTIVE SESSION

MR. BURMAN MADE A MOTION, SECONDED BY MRS. COMMERFORD, TO ENTER INTO EXECUTIVE SESSION AND TO ADJOURN THE MEETING DIRECTLY FROM EXECUTIVE SESSION. MRS. BURNS, MRS. COMMERFORD, DR. HAMERLA, MRS. FOBES, MR. GAINES, MR. GALLAGHER, MRS. KNOWLES, MRS. SHEPARD, MR. SIMS AND MR. BURMAN VOTED IN FAVOR OF THE MOTION. THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

The meeting adjourned at 8:20PM

The next Keefe Tech School Committee Meeting is November 6, 2023

SOUTH MIDDLESEX REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT

School Committee Meeting – October 2, 2023

ACTION SHEET

- MRS. FOBES MADE A MOTION, SECONDED BY MRS. COMMERFORD, TO APPROVE THE MINUTES OF THE REGULAR MEETING OF AUGUST 28, 2023. THE VOTE IN FAVOR OF THE MOTION WAS MRS. BURNS, MRS. COMMERFORD, DR. HAMERLA, MRS. FOBES, MR. GAINES, MR. GALLAGHER, MRS. KNOWLES, MRS. SHEPARD, MR. SIMS AND MR. BURMAN. THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.
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