

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

November 6, 2023

MEMBERS PRESENT:

ASHLAND

Ed Burman
William Gainé

FRAMINGHAM

Michele Burns
Linda Fobes
Rick Gallagher
Sara Hamerla
AJ Mulvey (Arrived at 7:15pm)
Brandon Ward

HOLLISTON

Sarah Commerford
Barry Sims

HOPKINTON

Jaime Shepard
Ruth Knowles

NATICK

Edward Carr
Henry Haugland

ALSO PRESENT:

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

Chairman Burman called the meeting to order at 7:00 PM.

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.

CHAIRMAN'S REPORT

- New Committee Members

Chairman Burman and Superintendent Evans introduced Mr. Carr and Mr. Haugland to Committee Members. Mr. Carr and Mr. Haugland will be serving on the Keefe Tech School Committee representing the Town of Natick. All members welcomed Mr. Carr and Mr. Haugland.

Chairman Burman reported that we need a Natick Committee Member to serve on the FY25 Budget Sub-Committee. Mr. Carr volunteered. Superintendent Evans reported that we will be sending information and dates on the Budget Sub-Committee Meetings to all the sub-committee members as soon as it is available.

APPROVAL OF MINUTES OF REGULAR MEETING OF OCTOBER 2, 2023

Chairman Burman asked for a motion to approve the minutes of the regular meeting of October 2, 2023.

MRS. KNOWLES MADE A MOTION, SECONDED BY MRS. COMMERFORD TO APPROVE THE MINUTES OF THE REGULAR MEETING OF OCTOBER 2, 2023. ELEVEN MEMBERS VOTED IN FAVOR OF THE MOTION; TWO MEMBERS ABSTAINED. THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

GUESTS AND VISITORS

Adrienne Bogusky, Director of Guidance and Admissions

EXECUTIVE SESSION

There was no Executive Session

SUPERINTENDENT-DIRECTOR'S REPORT

- Enrollment and Admissions Update

Mrs. Bogusky presented admissions and enrollment information to the Committee. Mrs. Bogusky reminded members that Iracely Sanchez, a new staff member in the Guidance Office, that they met at the August Committee meeting, has been working with her to prepare for admissions and recruiting events for next year's enrollment. Mrs. Bogusky reported that there is an increase in enrollment and applications in all five sending communities. She also reported that this year there was an increase in grade 10 transfer students. Mrs. Bogusky reported that the average acceptance rate over the last three years is 70%. Mrs. Bogusky reported that we continue to maintain a capacity-based waitlist. Mrs. Bogusky reviewed the recruitment and enrollment timeline. Mrs. Bogusky reported that she and Ms. Sanchez are very busy working with our student ambassadors and preparing for our Showcase Days. She also reported that she and the Guidance Office are preparing for Career Night for prospective students and families and are also preparing for in-person interviews with all students who apply prior to the January 15th priority application date. Mrs. Bogusky also reviewed support programs for students at Keefe Tech such as Transition Programming for grade 9 students, Peer Mentoring, School Counseling, additional clinical support and the school Health Office. Superintendent Evans complimented Mrs. Bogusky and the admissions team on their working relationships with our five sending communities. He reported that the access we receive to students in our sending communities is very helpful with our recruiting process.

- Fall Update

Dr. Snow updated the Committee on fall events that have taken place. She reported that we have a staff member that keeps our Instagram and Facebook pages current. She encouraged Committee members to follow our social media pages to be kept informed about happenings at Keefe Tech. Dr. Snow reported that Keefe Tech hosted a Curriculum Night on September 28th where parents were invited to follow their students' schedules, to meet their teachers and learn about curriculum expectations. She also reported there were grade level presentations and tables set up in the cafeteria where parents were able to gather a wealth of information on areas such as SAT Information, information for parents that needed assistance using our new student database, as well as extracurricular and athletic information. Dr. Snow reported that we just completed Spirit Week which ended with a pep rally for Homecoming weekend. She reported this is a fun tradition for both students and staff. She reported there was a dance that was held in the gym and over 250 tickets were sold. Dr. Snow reported on the status of the fall athletic teams and how proud the administration is of their participation and success and confidence they have gained. She reported that the boys football team is

looking forward to playing Minuteman Tech for their Thanksgiving Day game. This year's game will be held at Minuteman Tech. Dr. Snow updated the Committee on student clubs and activities. Dr. Snow congratulated one of our students who just returned from a competition with Future Farmers of America. She also reported that a grade 11 student has started a new Interact Club, which is like a Rotary Club, where students can volunteer and give back to the community. Dr. Snow also reported that we have a new Drama teacher, and we are looking forward to a performance this year.

- NEASC Report (Appendix 2023-77)

Superintendent Evans shared a cover letter that was sent from NEASC, reporting the status of our Fifth-Year Focused Visit. The NEASC Visiting Team made many commendations and only a couple of recommendations. Recommendations were to continue pursuing the MSBA Application Statement of Interest, to build upon the progress from the past five years, and to begin to develop the School's Vision of the Graduate, which is a new initiative. NEASC will be offering a training seminar in the Spring of 2027. Superintendent Evans expressed his appreciation to the staff for all of their hard work. He reported that the letter highlights all the wonderful programs and services offered at Keefe Tech. Thank you to everyone who contributed! We look forward to our next NEASC visit, a decennial visit, in five years.

- MASC/MASS Conference

Superintendent Evans reminded members that this week is the week that he will be attending the MASC/MASS Conference at Cape Cod. He reported that Dr. Hamerla, Mr. Ward and Mr. Gaine will all be joining him at the conference and reminded Committee members that Mr. Gaine is serving as the Committee's delegate for voting purposes.

- RAM Clinic 2024

Chairman Burman reported that Keefe Tech has once again been offered to host a RAM Clinic in 2024. He and Superintendent Evans spoke with the people in charge of the event to be sure that the preparation for this event will be much easier this time around. Superintendent Evans reported that this event is very much needed and as long as the Facilities Team can streamline the preparedness, we are hoping to accommodate them. Superintendent Evans reported that he did tell them the timing would have to be after Summer Camp and before the start of school in August. Chairman Burman

reminded members of how they can volunteer for this event once it is formally scheduled, and he also made note that many more interpreters are needed for next year's event.

FINANCIAL MATTERS

- Non-Salary Financial Expenditure Report (Appendix 2023-78)

Members received the Non-Salary Expenditure Report along with some highlights. Mrs. Sharek reported that we have spent 26.2% of the budget through October. She reported there are a few overages within department line items and she is working with the departments so they can adjust their budgets accordingly.

COMMUNICATION

There was no Communication

OLD BUSINESS

There was no Old Business

NEW BUSINESS

Superintendent Evans provided a copy of a letter that was received today from Senate President Spilka, congratulating staff for their incredible efforts to help with her Health & Wellness Fair.

ADJOURNMENT

Mr. Burman asked for a motion to adjourn.

MS. GAINES MADE A MOTION, SECONDED BY MRS. COMMERFORD TO ADJOURN THE MEETING. FOURTEEN MEMBERS VOTED IN FAVOR OF THE MOTION. THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

The next meeting is January 8, 2024

The meeting adjourned at 8:00p.m.

SOUTH MIDDLESEX REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT

School Committee Meeting – November 6, 2023

ACTION SHEET

- MRS. KNOWLES MADE A MOTION, SECONDED BY MRS. COMMERFORD TO APPROVE THE MINUTES OF THE REGULAR MEETING OF OCTOBER 2, 2023. ELEVEN MEMBERS VOTED IN FAVOR OF THE MOTION; TWO MEMBERS ABSTAINED. THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.
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