

*Approved by School Committee:
March 4, 2024*

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

February 5, 2024

MEMBERS PRESENT:

ASHLAND

Ed Burman
William Gainé

FRAMINGHAM

Michele Burns
Linda Fobes
Rick Gallagher
Sara Hamerla
Brandon Ward

HOLLISTON

Sarah Commerford
Barry Sims

HOPKINTON

Jaime Shepard
Ruth Knowles

NATICK

Ed Carr
Henry Haugland

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 7:05PM
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.*

APPROVAL OF MINUTES OF REGULAR MEETING OF JANUARY 8, 2024

Chairman Burman asked for a motion to approve the minutes of the regular meeting of January 8, 2024.

MRS. COMMERFORD MADE A MOTION, SECONDED BY MRS. FOBES, TO APPROVE THE MINUTES OF THE REGULAR MEETING OF JANUARY 8, 2024. THIRTEEN MEMBERS VOTED IN FAVOR OF THE MOTION; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

GUESTS AND VISITORS

There were no guests or visitors

CHAIRMAN'S REPORT

Chairman Burman reminded Committee members that at the next meeting on March 4th, we will be having the Public Hearing on our Budget. He reminded members how important it is to attend this meeting, and if there is any conflict, he asks that you inform us as soon as possible.

- Superintendent Evaluation Sub-Committee Update

Mrs. Commerford, Chair of the Superintendent Evaluation Sub-Committee, informed Committee members that the sub-committee met this evening just prior to the full committee meeting. She reported sub-committee members received a mid-year review of the Superintendent's evaluation process. Chairperson Commerford reported that each member of the sub-committee will be reviewing the Standards binder and the District Improvement Plan binder. Once reviewed by all sub-committee members, binders will be made available to any member of the full Committee who wishes to review them. The sub-committee will reconvene in the spring, and they will make a recommendation to the full Committee for the Superintendent's evaluation rating at either the May or June meeting.

EXECUTIVE SESSION

There was no Executive Session

SUPERINTENDENT-DIRECTOR'S REPORT

- Presidential Scholarship (Appendix 2024-10)

Dr. Snow updated the Committee regarding one of our students that has been selected by Commissioner Riley to represent the state as one of the U.S. Presidential Scholar nominees from Massachusetts. Dr. Snow reported that all high schools in the state submit names of two students in the 12th grade and the Commissioner and his team review the submissions. The team selects 25 students to submit to the U.S. Department of Education where a finalist will be chosen for the U.S. Presidential Scholar Award. Dr. Snow reported that Commissioner Riley was very impressed with our student's essay. She reported the student is an excellent writer and we have high hopes that he will be considered for this honor. Dr. Snow said she hopes to have an update on this in the future.

- Out of State Field Trip Requests (Appendix 2024-11)

Superintendent Evans presented two out of state field trip requests to the Committee for their approval. Both requests are to Providence, RI. One request is for the students to attend the New England Wrestling Tournament on March 1st & 2nd, and the second request is for Carpentry students to attend the JLC Live Convention, on March 22nd. MR. GALLAGHER MADE A MOTION SECONDED BY MR. BURMAN TO APPROVE BOTH OUT OF STATE FIELD TRIP REQUESTS. THIRTEEN MEMBERS VOTED IN FAVOR OF THE MOTION; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

- Admissions Update (Appendix 2024-12)

Superintendent Evans provided the Committee with a letter that has been shared with stakeholders involved with the ongoing discussion of a statewide lottery for career and technical education. Superintendent Evans reported that he has been involved in statewide conversations and meetings, most recently with Senate President Spilka and Representative Denise Garlick. Superintendent Evans said we don't have any conclusions at this time but will continue to keep the Committee updated. Superintendent Evans also reported on the status of recruitment efforts for the Class of 2028. There continues to be a tremendous amount of interest and applications from our member communities. The admissions team is busy interviewing prospective students, and will have initial admission results in March.

- Personnel Activity (Appendix 2024-13)

Superintendent Evans provided six Advisory Board Applications for the review of the Committee. Two for the Electrical program and four for the Horticulture & Landscape Management program. MR. GALLAGHER MADE A MOTION, SECONDED BY MRS. SHEPARD, TO APPROVE THE ADVISORY BOARD APPLICANTS. THIRTEEN MEMBERS VOTED IN FAVOR OF THE MOTION; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

- Budget Update

Superintendent Evans reported that we recently received the Governor's Budget. The Chapter 70 Funding is not as we had hoped. He reported last year we received significant funding from the Student Opportunity Act, but this year we will receive less. Superintendent Evans reported that as we prepare a final FY25 Budget, we will seek as many efficiencies as we can and aggressively cut back where we can without harming the needs of students. Superintendent Evans reported we would like to lessen the impact on member communities as long as we meet the needs of students.

Superintendent Evans also reported that we are looking at this year to see if we might be able to make some purchases this year for next year. He also said we will be looking at increasing Excess and Deficiency funding to offset member town assessments. He reported we are working now to see what creative scenarios we may be able to propose before the March public hearing on budget.

Superintendent Evans reminded Committee members that we need 11 members at the March meeting. Superintendent Evans reported at the next meeting he will have more information on efficiencies and assessments to member communities.

- Budget Sub-Committee Minutes (Appendix 2024-14)

Superintendent Evans provided Committee members with minutes from the last meeting of the Budget Sub-Committee December 12, 2023. Superintendent Evans reported that after speaking with district counsel, he recommends that the full Committee vote on the last set of minutes of the Budget Sub-Committee after hearing from the Chair of the Budget Sub-Committee if the minutes reflect the actions of the meeting. CHAIR OF THE BUDGET SUB-COMMITTEE, MR. SIMS, MADE A MOTION SECONDED BY MR. BURMAN TO APPROVE THE MINUTES OF DECEMBER 12, 2023, BUDGET SUB-COMMITTEE MEETING. TWELVE MEMBERS VOTED IN FAVOR OF THE MOTION; ONE MEMBER ABSTAINED. THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

FINANCIAL MATTERS

- Non-Salary Financial Expenditure Report (Appendix 2024-15)

Members received the Non-Salary Financial Expenditure Report along with some highlights. Mrs. Sharek reported that we are on target, currently spending nearly half of the budget. Mrs. Sharek reported she continues to review accounts nearing or exceeding budget balances and have been discussing these items with department heads. Mrs. Sharek reported the FY23 Audit is nearly complete and expect a presentation will take place next month.

COMMUNICATION

- MetroWest Daily News Article on Keefe Tech Coach (Appendix 2024-16)

Committee members received an article published in the MetroWest Daily News, highlighting Coach Kevin Bresciani and the Keefe Tech Broncos Basketball Team. Superintendent Evans reported that Coach Bresciani has done a wonderful job building a relationship with the students and has had much success thus far. Superintendent Evans reported the team has become competitive and there are hopes of making it to the playoffs.

- Superintendent Evans provided a list of items requested at the January Advisory Committee Meeting, along with a status/funding update, to the Committee.

OLD BUSINESS

There was no old business

NEW BUSINESS

There was no new business

ADJOURNMENT

MR. BURMAN MADE A MOTION SECONDED BY MR. SIMS TO ADJOURN THE MEETING. THIRTEEN MEMBERS VOTED IN FAVOR OF THE MOTION; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

The next meeting is March 4, 2024
The meeting adjourned at 7:45 PM

SOUTH MIDDLESEX REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT
School Committee Meeting – February 5, 2024

ACTION SHEET

- MRS. COMMERFORD MADE A MOTION, SECONDED BY MRS. FOBES, TO APPROVE THE MINUTES OF THE REGULAR MEETING OF JANUARY 8, 2024. THIRTEEN MEMBERS VOTED IN FAVOR OF THE MOTION; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

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