

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

**March 4, 2024**

**MEMBERS PRESENT:**

**ASHLAND**

Ed Burman  
William Gaine

**FRAMINGHAM**

Michele Burns (Remote)  
Linda Fobes (Remote)  
Rick Gallagher  
Sara Hamerla  
Maria Martinez  
AJ Mulvey (Remote, arrived 7:10pm)  
Brandon Ward

**HOLLISTON**

Sarah Commerford  
Barry Sims (Remote)

**HOPKINTON**

Ruth Knowles  
Jaime Shepard

**NATICK**

Edward 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 7:00PM  
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 FEBRUARY 5, 2024**

Chairman Burman asked for a motion to approve the minutes of the regular meeting of February 5, 2024. MRS. COMMERFORD MADE A MOTION, SECONDED BY MRS. KNOWLES, TO APPROVE THE MINUTES OF THE REGULAR MEETING OF FEBRUARY 5, 2024. MRS. BURNS, MR. CARR, MRS. COMMERFORD, DR. HAMERLA, MR. HAUGLAND, MRS. FOBES, MR. GAINES, MR. GALLAGHER, MRS. KNOWLES, MRS. SHEPARD, MR. SIMS, MR. WARD, AND MR. BURMAN VOTED IN FAVOR OF THE MOTION; MRS. MARTINEZ ABSTAINED. THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

### **GUESTS AND VISITORS**

There were no guests and visitors

### **CHAIRMAN'S REPORT**

There was no Chairman's Report

### **EXECUTIVE SESSION**

There was no Executive Session

### **SUPERINTENDENT-DIRECTOR'S REPORT**

- Personnel Activity (Appendix 2024-17)

Superintendent Evans provided two Carpentry program advisory board applications for the review of the Committee. MR. BURMAN MADE A MOTION SECONDED BY MRS. SHEPARD TO APPROVE THE ADVISORY BOARD APPLICANTS FOR THE CARPENTRY PROGRAM. MRS. BURNS, MR. CARR, MRS. COMMERFORD, DR. HAMERLA, MR. HAUGLAND, MRS. FOBES, MR. GAINES, MR. GALLAGHER, MRS. KNOWLES, MRS. MARTINEZ, MRS. SHEPARD, MR. SIMS, MR. WARD, AND MR. BURMAN VOTED IN FAVOR OF THE MOTION; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

- School Choice Decision (Appendix 2024-18)

Members received a memorandum regarding the School Choice Program for the 2024-2025 school year. Superintendent Evans explained that school choice would not be a viable option for the district, considering we have a waitlist for in district students. There will be a public hearing on School Choice at the April meeting.

- Facility Update (Appendix 2024-19)

Superintendent Evans updated the Committee on the status of identifying areas within the facility that make sense upgrading, keeping in mind that we are hopeful of a major renovation within the next several years through the MSBA process. Superintendent Evans reported that it is important to keep our facility in the best shape possible between now and then. Superintendent Evans reported there was a meeting of the entire leadership team, to put together some areas for consideration. Superintendent Evans gave a brief description of each of these areas to the Committee. Superintendent Evans said later in the spring, he will have more information regarding the funding for any upgrades that are deemed necessary. He reported we need to wait until later in the spring to be sure there are no unanticipated major expenses on the horizon for this year before making plans to use funds on potential upgrades.

- Municipal Meeting Update

Superintendent Evans reported at this time there are no municipal meetings scheduled, however, he expects that to change very shortly. He reported that once we have our Final FY25 Budget and Assessments approved, which he hopes to be later in this meeting, he will be presenting, as requested, to member municipalities. Superintendent Evans said he has been in touch with each community so they are prepared for our requests. He reported that it is important to be transparent and that our member communities have always been complimentary on our budget process.

### **PUBLIC HEARING ON THE BUDGET**

Chairman Burman requested a motion to open the public hearing and discussion of the FY25 Budget.

MR. GALLAGHER MADE A MOTION SECONDED BY MRS. SHEPARD TO BEGIN THE PUBLIC HEARING ON THE FY25 BUDGET. MRS. BURNS, MR. CARR, MRS. COMMERFORD, DR. HAMERLA, MR. HAUGLAND, MRS. FOBES, MR. GAINES, MR. GALLAGHER, MRS. KNOWLES, MRS. MARTINEZ, MR. MULVEY, MRS. SHEPARD, MR. SIMS, MR. WARD, AND MR. BURMAN VOTED IN FAVOR OF THE MOTION. THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

There were no members of the public wishing to address the Committee.

MR. GALLAGHER MADE A MOTION, SECONDED BY MRS. COMMERFORD TO CLOSE THE PUBLIC HEARING. MRS. BURNS, MR. CARR, MRS. COMMERFORD, DR. HAMERLA, MR. HAUGLAND, MRS. FOBES, MR. GAINES, MR. GALLAGHER, MRS. KNOWLES, MRS. MARTINEZ, MR. MULVEY, MRS. SHEPARD, MR. SIMS, MR. WARD, AND MR. BURMAN VOTED IN FAVOR OF THE MOTION. THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

**FINANCIAL MATTERS**

- Vote FY25 Budget (Appendix 2024-20)

Superintendent Evans reviewed changes and reductions made from the Preliminary Budget presentation. He reported the leadership team was as aggressive as possible when looking for efficiencies without taking away from the needs and outcomes of our students. Superintendent Evans asked for a motion to approve the FY25 Budget for Keefe Regional Technical School in the amount of \$25,031,006 or a 3.61% increase over FY24. MR. BURMAN MADE A MOTION SECONDED BY MRS. COMMERFORD TO APPROVE THE FY25 BUDGET OF \$25,031,006, AN INCREASE OF 3.61% OVER FY24. MRS. BURNS, MR. CARR, MRS. COMMERFORD, DR. HAMERLA, MR. HAUGLAND, MRS. FOBES, MR. GAINES, MR. GALLAGHER, MRS. KNOWLES, MRS. MARTINEZ, MR. MULVEY, MRS. SHEPARD, MR. SIMS, MR. WARD, AND MR. BURMAN VOTED IN FAVOR OF THE MOTION; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

- Vote Determination of District Assessment FY25 (Appendix 2024-21)

Members received the FY25 Summary of Assessments for the five member municipalities for a total of \$14,818,748. Superintendent Evans reviewed the specific changes in enrollment and assessments between FY24 and FY25. Superintendent Evans provided a list of the actual assessments for each of our member municipalities for the approval of the Committee. Superintendent Evans reported that he was disappointed in the decrease in State Aid. Superintendent Evans reported we are increasing the amount of Excess and Deficiency to \$350,000 to help with member municipalities offsets. MR. BURMAN MADE A MOTION SECONDED BY MR. GAINES TO APPROVE THE DETERMINATION OF DISTRICT ASSESSMENTS FOR FY25 TALLING \$14,818,748. MRS. BURNS, MR. CARR, MRS. COMMERFORD, DR. HAMERLA, MR. HAUGLAND, MRS. FOBES, MR. GAINES, MR. GALLAGHER, MRS. KNOWLES, MRS. MARTINEZ, MR. MULVEY, MRS. SHEPARD, MR. SIMS, MR. WARD, AND MR. BURMAN VOTED IN FAVOR OF THE MOTION; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

- Non-Salary Financial Expenditure Report (Appendix 2024-22)

Members received the Non-Salary Expenditure Report along with some highlights. Mrs. Sharek reported that we have spent 53.9% of the FY24 Budget.

- Budget Transfer (Appendix 2024-23)

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 REQUEST FOR A BUDGET TRANSFER. MRS. BURNS, MR. CARR, MRS. COMMERFORD, DR. HAMERLA, MR. HAUGLAND, MRS. FOBES, MR. GAINE, MR. GALLAGHER, MRS. KNOWLES, MRS. MARTINEZ, MR. MULVEY, MRS. SHEPARD, MR. SIMS, MR. WARD AND MR. BURMAN VOTED IN FAVOR OF THE MOTION; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

### **COMMUNICATION**

There was no Communication

### **OLD BUSINESS**

There was no Old Business

### **NEW BUSINESS**

There was no New Business

### **ADJOURNMENT**

MR. WARD MADE A MOTION SECONDED BY MRS. SHEPARD TO ADJOURN THE MEETING. MRS. BURNS, MR. CARR, MRS. COMMERFORD, DR. HAMERLA, MR. HAUGLAND, MRS. FOBES, MR. GAINE, MR. GALLAGHER, MR. KNOWLES, MRS. MARTINEZ, MR. MULVEY, MRS. SHEPARD, MR. SIMS, MR. WARD, AND MR. BURMAN VOTED IN FAVOR OF THE MOTION; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

The next meeting is April 1, 2024

The meeting was adjourned at 8:10 p.m.

SOUTH MIDDLESEX REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT

School Committee Meeting – March 4, 2024

**ACTION SHEET**

- MRS. COMMERFORD MADE A MOTION, SECONDED BY MRS. KNOWLES, TO APPROVE THE MINUTES OF THE REGULAR MEETING OF FEBRUARY 5, 2024. MRS. BURNS, MR. CARR, MRS. COMMERFORD, DR. HAMERLA, MR. HAUGLAND, MRS. FOBES, MR. GAINÉ, MR. GALLAGHER, MRS. KNOWLES, MRS. SHEPARD, MR. SIMS, MR. WARD, AND MR. BURMAN VOTED IN FAVOR OF THE MOTION; MRS. MARTINEZ ABSTAINED. THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.
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