

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

April 1, 2024

MEMBERS PRESENT:

ASHLAND

Ed Burman

FRAMINGHAM

Michele Burns

Sara Hamerla

Linda Fobes

Rick Gallagher

Maria Martinez

Brandon Ward

HOLLISTON

Sarah Commerford

Barry Sims

HOPKINTON

Jaime Shepard

NATICK

Edward Carr (Arrived 7:05PM)

Henry Haugland

ALSO PRESENT:

Jonathan Evans - Superintendent

Shannon Snow - Principal

Dolores Sharek - Director of Finance & Business Operations

William Hurley - Treasurer

Karen Ward - Recording Secretary

In accordance with the Attorney General's Regulations and Procedures, Chairman Burman called the meeting to order at 7:00 PM

APPROVAL OF MINUTES OF REGULAR MEETING OF MARCH 4, 2024

Chairman Burman asked for a motion to approve the minutes of the regular meeting of March 4, 2024. MRS. FOBES MADE A MOTION, SECONDED BY MRS. SHEPARD, TO APPROVE THE MINUTES OF THE REGULAR MEETING OF MARCH 4, 2024. ELEVEN MEMBERS VOTED IN FAVOR OF THE MOTION; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

GUESTS AND VISITORS

Superintendent Evans introduced Dr. Swasey, Academic Assistant Principal and Mr. Tony Roselli, Roselli, Clark & Associates (Auditor) as guests at this evening's meeting.

CHAIRMAN'S REPORT

- FY23 Audit Report (Appendix 2024-24)

Mr. Roselli presented the FY23 School District Audit Report. Mr. Roselli reported that Mrs. Sharek and her team did a very nice job and put forth great effort, with no audit material weaknesses. He reported on the cooperation from the Management and the Business Office staff for completion of the Audit. No findings were identified, and the overall financial position of the district remains strong.

- Update on Superintendent Evaluation Sub-Committee

Sub-Committee Chair Commerford reported the Superintendent Evaluation Sub-Committee met earlier this evening. Mrs. Commerford reported the sub-committee has finished reviewing the Superintendent's evidence binders. She reported that based on collective Sub-Committee ratings and feedback, that she will prepare a coordinated report and recommendations to be presented to the full Committee for their vote in June. Following this presentation, the Committee will be asked to vote on the official ratings for the Superintendent for the 23-24 school year. Mrs. Commerford reported that if any member of the Committee would like to review the evidence binders, please contact the Superintendent's Office to schedule a time to come in to the office. Mrs. Commerford said if members have any questions regarding the binders, please reach out to her directly. Mrs. Commerford also reported that for next year's evaluation process the documents will be available electronically.

EXECUTIVE SESSION

There was no Executive Session

PUBLIC HEARING ON SCHOOL CHOICE

Chairman Burman asked for a motion to open the Public Hearing on School Choice. MR. WARD MADE A MOTION SECONDED BY MRS. SHEPARD, TO OPEN THE PUBLIC HEARING ON SCHOOL CHOICE. TWELVE MEMBERS VOTED IN FAVOR OF THE MOTION. THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS. No members of the public were present. Superintendent Evans reported that a vote regarding School Choice will take place later in the meeting. MR. GALLAGHER MADE A MOTION SECONDED BY MRS. SHEPARD TO CLOSE THE PUBLIC HEARING ON SCHOOL CHOICE. TWELVE MEMBERS VOTED IN FAVOR OF THE MOTION; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

SUPERINTENDENT DIRECTOR'S REPORT

- School Choice Decision (Appendix 2024-25)

Superintendent Evans provided a memo that was presented at the March 4, 2024, meeting. Superintendent Evans' recommendation is that the school not be a school choice district for the reasons stated in his memorandum to the full Committee. MR. GALLAGHER MADE A MOTION, SECONDED BY MRS. SHEPARD TO NOT BE A SCHOOL CHOICE DISTRICT. TWELVE MEMBERS VOTED IN FAVOR OF THE MOTION; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

- Student Opportunity Act (Appendix 2024-26)

Dr. Swasey presented a proposal for the Student Opportunity Act (SOA), which we seek approval for the 2024-2027 school years. Dr. Swasey introduced how the SOA legislation was enacted in 2019 and the process taken at Keefe Tech to create a plan. The SOA addresses disparities and focuses on improving educational outcomes, particularly for historically marginalized subgroups of students. The Department of Education includes a timeline for this plan. The proposed plan includes a focus on English Language Learners and strategies employed throughout the school. We will submit the plan in April, once approved, and then will provide progress updates to the Department of Education in 2025 and in 2026. In the spring of 2027, we will go through a similar data review process and suggest a new plan for review. DR. HAMERLA MADE A MOTION SECONDED BY MRS. BURNS TO APPROVE THE 2024-2027 STUDENT OPPORTUNITY ACT PLAN AS PRESENTED BY DR. SWASEY. TWELVE MEMBERS VOTED IN FAVOR OF THE MOTION; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

- SkillsUSA District Competition 2024 (Appendix 2024-27)

Superintendent Evans reported that Keefe Tech students had a very successful year at the SkillsUSA District Conference. He reported that we had 41 medalists, and that the gold and silver medalists will progress to the SkillsUSA State Conference that will be held at Blackstone Valley Tech. Superintendent Evans said we are very proud of our students and wish them success at the State Conference.

- MSBA Statement of Interest (Appendix 2024-28)

Superintendent Evans reported that Dr. Snow, Mr. Jannetti and their teams have done a tremendous job preparing the updated Statement of Interest to submit to the Massachusetts School Building Authority. He reported this is another step in a journey that may take several years.

THE FOLLOWING MOTION WAS MADE BY MR. BURMAN, SECONDED BY MRS. BURNS.

At a duly called public meeting of the South Middlesex Regional Vocational Technical School District School Committee on April 1, 2024, the School Committee, acting on behalf of the South Middlesex Regional Vocational Technical School District, voted unanimously as follows:

Resolved: Having convened in an open meeting on **April 1, 2024** prior to the SOI submission closing date, the **School Committee of the South Middlesex Regional Vocational Technical School District/ Joseph P. Keefe Technical School, in Framingham, MA**, in accordance with its charter, by-laws, and ordinances, has voted to **authorize the Superintendent** to submit to the Massachusetts School Building Authority the Statement of Interest Form dated **April 1, 2024** for the **South Middlesex Regional Vocational Technical School District /Joseph P. Keefe Technical School located at 750 Winter Street, Framingham, MA 01702** which describes and explains the following deficiencies and the priority category(s) for which an application may be submitted to the Massachusetts School Building Authority in the future **Priority (4)** Prevention of severe overcrowding expected to result from increased enrollments. The 2022 DRA Facilities Assessment Report Space Summary Analysis concludes that, based on current enrollment, the majority of CTE areas and other instructional spaces are undersized. There are no available spaces for expansion and severe overcrowding is expected to result from increased enrollments.

Priority (5) Replacement, renovation or modernization of school facility systems, such as roofs, windows, boilers, heating and ventilation systems, to increase energy conservation and decrease energy related costs in a school facility. Per the 2022 DRA Facilities Assessment Report, many building components and the

majority of building systems are operating beyond their useful lives and should be replaced. The report also highlights many areas where the building is not in compliance with current ADA accessibility standards.

Priority (7) Replacement of or addition to obsolete buildings in order to provide for a full range of programs consistent with state and approved local requirements. Undersized instructional areas, deficient building components and systems, and ADA accessibility constraints impede the district's ability to provide for a full range of programs consistent with state and approved local requirements; and hereby further specifically acknowledges that by submitting this Statement of Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the **South Middlesex Regional Vocational Technical School District/ Joseph P. Keefe Technical School**, to filing an application for funding with the Massachusetts School Building Authority.

TWELVE MEMBERS VOTED IN FAVOR OF THE MOTION; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

- ACCEPT Collaborative Agreement (Appendix 2024-29)

Superintendent Evans reported that each year the Committee has voted to have him represent Keefe Tech on the ACCEPT Collaborative Board of Directors. Superintendent Evans said that we are in a unique situation where we don't have sub separate programming for students, and we don't use direct services through the ACCEPT Collaborative. However, we invest approximately \$4,500 per year to be in the Collaborative, which allows him the networking opportunity with our five in district communities and allows free professional development and job alike opportunities for our faculty, particularly the Special Education Department. The ACCEPT Collaborative has submitted amendments to their Agreement that requires a vote of approval from their member communities. Superintendent Evans reported that Westborough is also requesting to become a member. MR. GALLAGHER MADE A MOTION SECONDED BY MRS. SHEPARD TO APPROVE THE ACCEPT COLLABORATIVE AGREEMENT. TWELVE MEMBERS VOTED IN FAVOR OF THE MOTION; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

- Update of Municipal Meetings

Superintendent Evans reported that he and Mrs. Sharek will be presenting to the Holliston FinCom tomorrow evening through a Zoom presentation. Superintendent Evans said they already presented to the Natick Education and Learning Committee receiving unanimous support. Superintendent Evans

reported they will now present to the Natick FinCom later in the week and then will present at town meetings. Superintendent Evans reported that as in the past, we have had conflicts with our May meeting with the towns of Holliston and Hopkinton town meetings. This year Hopkinton Town Meeting is scheduled for May 6th, the day our Committee is scheduled to meet. Holliston's Town Meeting is scheduled for the following Monday, May 13th. Superintendent Evans reported it is important to be at both of those meetings. After speaking with Chairman Burman, they would like to request that the May 6th meeting begin at 6PM instead of 7PM, allowing Superintendent Evans and Mrs. Sharek to attend both the Keefe Tech School Committee meeting the Hopkinton Town Meeting. Superintendent Evans reported he has been in touch with members of all our districts and will inform members when he is scheduled to present to their towns. Superintendent Evans thanked Committee members who have attended their town/city meetings and appreciates their support. MRS. SHEPARD MADE A MOTION SECONDED BY MR. GALLAHER TO CHANGE THE TIME OF THE KEEFE TECH SCHOOL COMMITTEE MEETING ON MAY 6TH TO A START TIME OF 6PM. TWELVE MEMBERS VOTED IN FAVOR OF THE MOTION; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS. Superintendent Evans reported he would be sure to reach out to members, including any members that were unable to be at this evening's meeting, to be sure everyone is aware of the 6PM start time of the May 6th meeting.

- Personnel Activity (Appendix 2024-30)

Superintendent Evans presented six Advisory Board applications, five for Cosmetology program and one for the HVAC/R program, for the review of the Committee. MR. GALLAGHER MADE A MOTION, SECONDED BY MRS. SHEPARD TO APPROVE THE SIX ADVISORY BOARD APPLICATIONS. TWELVE MEMBERS VOTED IN FAVOR OF THE MOTION; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

- Out of State Field Trip Request (Appendix 2024-31)

Superintendent Evans provided the Committee with an Out of State Field Trip Request for the Business Professionals of America National Leadership Conference in Chicago, IL May 10-14th, 2024. Superintendent Evans reported there will be 10 students who placed first in the Massachusetts State Leadership Conference that will represent themselves and our school. MRS. SHEPARD MADE A MOTION SECONDED BY MRS. FOBES TO APPROVE THE OUT OF STATE FIELD TRIP REQUEST TO CHICAGO, IL MAY 10-14TH, 2024. TWELVE MEMBERS VOTED IN FAVOR OF THE MOTION; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

- Skills Capital Grant Application

Superintendent Evans provided the Committee with an update on our selection of a Skills Capital Grant for the Health Careers program. Superintendent Evans reported that even though this information is embargoed, he was given permission from the State to tell the Committee and the Health Careers program they will be the recipients of a \$195,000 grant, which will be used to make upgrades to the Health Careers program. Superintendent Evans reported this effort was led by Career and Technical Director, Joe Flynn. Superintendent Evans said we are grateful for this opportunity.

- Non-Salary Financial Expenditure Report (Appendix 2024-32)

Members received the Non-Salary Expenditure Report along with some highlights. Mrs. Sharek said we have spent 60.4% to date. Mrs. Sharek said we are in line with where we would expect to be at this point in the fiscal year. Mrs. Sharek said as previewed in the last meeting, the account for tech supplies school wide is currently overspent due to the need to purchase a firewall for the district servers. Mrs. Sharek said she will present a budget transfer later in the fiscal year.

- Student Transportation Services (Appendix 2024-33)

Mrs. Sharek reported the bid for Student Transportation Services has been completed. She is presenting a request to enter into a 3-year contract with M.J. Connolly & Son, Inc., Mrs. Sharek reported this was the only bid received and it is our current vendor. Mrs. Sharek reported we are very happy with this vendor and would like to continue under this new contract. Mrs. Sharek reported this contract also offers a two-year extension. At that time an analysis will take place to see where rates are and what other options would be available. MRS. FOBES MADE A MOTION SECONDED BY MRS. SHEPARD TO APPROVE THE STUDENT TRANSPORTATION SERVICES CONTRACT WITH M.J. CONNOLLY & SON, INC. ELEVEN MEMBERS VOTED IN FAVOR OF THE MOTION; ONE MEMBER ABSTAINED. THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

COMMUNICATION

Superintendent Evans provided the Committee with an article that was distributed to the MAVA community, highlighting Keefe Technical School. Recently Adrienne Bogusky, Director of Guidance and

Admissions, shared a video piece produced and broadcast on local Framingham Access called ‘The Next Generation of Tradesmen and Women’. It is exceptionally well done.

OLD BUSINESS

There was no old business

NEW BUSINESS

There was no new business

ADJOURNMENT

MR. GALLAGHER MADE A MOTION SECONDED BY MRS. SHEPARD TO ADJOURN THE MEETING. TWELVE MEMBERS VOTED IN FAVOR OF THE MOTION; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

The meeting was adjourned at 8:30 p.m.

The next meeting is May 6, 2024

SOUTH MIDDLESEX REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT

School Committee Meeting – April 1, 2024

ACTION SHEET

- MRS. FOBES MADE A MOTION, SECONDED BY MRS. SHEPARD, TO APPROVE THE MINUTES OF THE REGULAR MEETING OF MARCH 4, 2024. ELEVEN MEMBERS VOTED IN FAVOR OF THE MOTION; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.
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