

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

May 6, 2024

MEMBERS PRESENT:

ASHLAND

Ed Burman
William Gainé

FRAMINGHAM

Michele Burns
Linda Fobes
Rick Gallagher
Sara Hamerla
Brandon Ward

HOLLISTON

Sarah Commerford
Barry Sims (arrived 6:35)

HOPKINTON

Ruth Knowles
Jaime Shepard

NATICK

Ed Carr
Henry Haugland (arrived 6:50)

ALSO PRESENT:

Jonathan Evans – Superintendent
Shannon Snow - Principal
Karen Ward - Recording Secretary
William Hurley – Treasurer

Chairman Burman called the meeting to order at 6:00 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 accordance with the Attorney General's Regulations and Procedures.

APPROVAL OF MINUTES OF REGULAR MEETING OF APRIL 1, 2024

Chairman Burman asked for a motion to approve the minutes of the regular meeting of April 1, 2024.

MRS. KNOWLES MADE A MOTION, SECONDED BY MRS. SHEPARD, TO APPROVE THE MINUTES OF THE REGULAR MEETING OF APRIL 1, 2024. TEN MEMBERS VOTED IN FAVOR OF THE MOTION; ONE MEMBER ABSTAINED. THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

GUESTS AND VISITORS

There were no guests or visitors

CHAIRMAN'S REPORT

There was no Chairman's Report

EXECUTIVE SESSION

There was no Executive Session

SUPERINTENDENT DIRECTOR'S REPORT

- Outstanding Vocational Student (Appendix 2024-34)

Dr. Snow reported that a young man, Felix Marshall, who was recognized as an Outstanding Vocational Student of the Year at a banquet in Worcester in April. Dr. Snow reported that each year we are able to nominate one student to receive this award. She reported that Felix and his family attended a banquet where he was invited on stage to receive his award and was recognized for his hard work. Dr. Snow reported that Felix is an outstanding student who has excelled both academically and in the Health Careers program. Felix has been successful in Keefe Tech's most rigorous course load, and he will be graduating at the top of his class. After graduation Felix will be attending the Patrick Leahy Honors College at the University of Vermont, pursuing psychology and neuroscience.

- Senior Activities (Appendix 2024-35)

Committee members received a list of Senior Activities/Year End Activities. Dr. Snow reported the Senior Awards Night on May 22nd is a very nice evening when our students are celebrated. She also reported that Graduation is on May 29th at the Warren Conference Center, with a rain date of May 30th. Superintendent Evans said if any members are interested in attending Graduation, to please let Mrs. Ward know so that she reserves a seat for you and a guest.

- School Calendar/Committee Meeting Dates (Appendix 2024-36)

Dr. Snow presented the 2024-2025 School Calendar for the review of the Committee. She reported that we typically look at sending communities to match up our calendars as much as possible. Superintendent Evans said the proposed School Committee Meeting dates are on the calendar.

MR. GALLAGHER MADE A MOTION, SECONDED BY MR. BURMAN TO APPROVE THE 2024-2025 SCHOOL CALENDAR. ELEVEN MEMBERS VOTED IN FAVOR OF THE MOTION; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS

- School Handbook Changes (Appendix 2024-37)

Dr. Snow reviewed some Student Handbook changes that were approved by the School Council. Dr. Snow said along with updating names, years and titles throughout the document, they have updated areas as noted in the document presented this evening.

MR. GALLAGHER MADE A MOTION SECONDED BY MRS. SHEPARD TO APPROVE CHANGES TO THE 2024-2025 STUDENT HANDBOOK AS PRESENTED AND AS APPROVED BY THE STUDENT COUNCIL. ELEVEN MEMBERS VOTED IN FAVOR OF THE MOTION; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

- Tiered Focus Monitoring Update (Appendix 2024-38)

Dr. Snow presented information on data analysis regarding the institutional self-evaluation that the district has been undergoing to ensure that all students, regardless of race, color, sex, gender identity, religion, national origin, limited English proficiency, sexual orientation, disability, or housing status, have equal access to all programs, including athletics and other extracurricular activities. Dr. Snow reviewed how data was collected and how we partnered with DESE in the process. She reported it has been a back-and-forth process where we submit information and DESE responds, and in some cases will

ask for more information. They have also visited the building. Dr. Snow reviewed key findings, questions for exploration, and/or next steps.

- Out of State Field Trip Request – SkillsUSA National Conference (Appendix 2024-39)

Superintendent Evans presented an out of state field trip request for four students and two advisors to attend the SkillsUSA National Leadership and Development Conference in Atlanta, Georgia.

MRS. COMMERFORD MADE A MOTION SECONDED BY MR. GALLAGHER TO APPROVE THE OUT OF STATE FIELD TRIP REQUEST. ELEVEN MEMBERS VOTED IN FAVOR OF THE MOTION. THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

- Advisory Board Applicants (Appendix 2024-40)

Superintendent Evans presented three Advisory Board Applications for the Culinary Arts, Health Careers and Plumbing Programs for the review of the Committee.

DR. HAMERLA MADE A MOTION, SECONDED BY MRS. FOBES, TO APPROVE THE ADVISORY BOARD APPLICATIONS. ELEVEN MEMBERS VOTED IN FAVOR OF THE MOTION. THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

- Program Advisory Committee Meeting

Superintendent Evans updated Committee members on the Program Advisory Committee Meeting that took place on May 2nd. He reported that the event includes program meetings, and an opportunity for a celebration and thank you for all of the work taking place in our programs with the help and guidance of advisory board members. He said this event also gives us the opportunity to celebrate the success of our students and to showcase the Culinary program. He thanked Mrs. Fobes and Mrs. Shepard for attending.

- Facility Update (Appendix 2024-41)

Superintendent Evans gave an update on the interim facility projects in FY24. Superintendent Evans reminded members that these interim facility goals are areas that need to be addressed regardless of if we are accepted into the MSBA pipeline. He said being accepted into the pipeline and the actual ribbon cutting is about 6 years. He reported that we need to keep the building in good working order for enrolled students. The areas presented are areas that need attention regardless of MSBA status and makes sense to invest even while we await an MSBA approval.

- MSBA Update (Appendix 2024-42)

Superintendent Evans presented a copy of the letter Senate President Karen Spilka wrote supporting Keefe Tech's request to be accepted into MSBA building project. Superintendent Evans said this is a great letter of support and that she is sending this directly to MSBA. Superintendent Evans said he is very grateful to the Senate President, and he is hopeful going forward.

- Municipal Meeting Update

Superintendent Evans reported that he presented our FY25 Budget to Natick where we received much support for what we are doing here at Keefe Tech, despite an increase. Superintendent Evans also attended the Ashland Town Meeting where there were no questions and we received full support. Superintendent Evans reminded members that Mrs. Sharek is not here at our meeting because she is representing us at the Hopkinton Town Meeting where Superintendent Evans said he will head to as soon as this meeting is over. He reported there have been no questions and expects support from Hopkinton this evening. Superintendent Evans said he is planning to attend the Holliston Town Meeting on May 13th. Superintendent Evans said he also expects to hear from the Framingham City Council at some point in the near future. Superintendent Evans said he will keep the Committee updated and hopes to have an approved budget very soon.

- Change next School Committee Meeting to June 17th (Appendix 2024-43)

Superintendent Evans requested that the Committee approve a change in the June meeting date from June 10th to June 17th. The main reasons are this extra week would allow us to finish up the school year and also give us time to complete the bid process for parking lot repairs and be able to present for your review at that meeting. A Committee member asked if members would be interested in changing the start time for our Committee meetings to 6PM instead of 7PM. MR. GALLAGHER MADE A MOTION SECONDED BY MR. BURMAN TO CHANGE THE JUNE SCHOOL COMMITTEE MEETING TO JUNE 17TH AND TO HAVE A START TIME AT 6PM AS A TRIAL RUN. TWELVE MEMBERS VOTED IN FAVOR OF THE MOTION; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

FINANCIAL MATTERS

- Non-Salary Financial Expenditure Report (Appendix 2024-44)

Members received the Non-Salary Expenditure Report along with some highlights. Superintendent Evans reported we have spent 60.4% of the budget to date. This is in line with where we should be at this point in the fiscal year. Superintendent Evans said that Mrs. Sharek has prepared a separate FY24 Budget Transfer request which will be presented next.

- Budget Transfer (Appendix 2024-45)

Superintendent Evans presented a budget transfer totaling \$172,445 due to the need for a firewall installation on the District Servers. MR. BURMAN MADE A MOTION SECONDED BY MRS. FOBES TO APPROVE THE BUDGET TRANSFER OF \$172,445. TWELVE MEMBERS VOTED IN FAVOR OF THE MOTION. THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

COMMUNICATION

Superintendent Evans reminded Committee members that our June 17th meeting is the organizational meeting and will begin at 6PM. Please give some thought for nominations for the 2024-2025 school year.

OLD BUSINESS

There was no old business

NEW BUSINESS

Dr. Hamerla inquired about whether there was a policy regarding meeting attendance of Committee members. Superintendent Evans reported that the appointment and approval of school committee members are overseen by the members' municipality.

Mr. Ward informed members that his term ends in June, and he wanted to say he has enjoyed working with Committee members. He said he is on the Framingham City Council and will continue to be involved in the Community.

ADJOURNMENT

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

The meeting adjourned at 7PM

Next Meeting June 17th @ 6PM

SOUTH MIDDLESEX REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT

School Committee Meeting – May 6, 2024

ACTION SHEET

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