

*Approved by School Committee:
November 4, 2024*

**SOUTH MIDDLESEX REGIONAL VOCATIONAL TECHNICAL
SCHOOL COMMITTEE MEETING
750 Winter Street, Framingham, MA 01702
Room 226**

October 7, 2024

MEMBERS PRESENT:

ASHLAND

William Gainé

FRAMINGHAM

Michele Burns

Sara Hamerla

Rick Gallagher

A.J. Mulvey (arrived 7:00p.m.)

HOLLISTON

Sarah Commerford

Barry Sims

HOPKINTON

Ruth Knowles

Jaime Shepard

NATICK

Gerry Hartwell

Henry Haugland

ALSO PRESENT:

Jonathan Evans, Superintendent

Shannon Snow, Principal

Dolores Sharek, Director of Finance & Business Operations

William Hurley, Treasurer

Karen Ward, Recording Secretary

Vice Chair Commerford called the meeting to order at 6:00 PM. Vice Chair Commerford stated we will be meeting in person in accordance with the Attorney General's Regulations and Procedures.

APPROVAL OF MINUTES OF REGULAR MEETING OF AUGUST 26, 2024

Vice Chair Commerford asked for a motion to approve the minutes of the regular meeting of August 26, 2024. MR. GALLAGHER MADE A MOTION, SECONDED BY MR. GAINES, TO APPROVE THE MINUTES OF THE REGULAR MEETING OF AUGUST 26, 2024. NINE MEMBERS VOTED IN FAVOR OF THE MOTION ONE MEMBER ABSTAINED. THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

GUESTS AND VISITORS

Mr. Flynn, Career and Technical Director, Mrs. Bogusky, Director of Guidance and Admissions, Dr. Rebecca Swasey, Academic Assistant Principal

CHAIRMAN'S REPORT

There was no Chairman's Report

SUPERINTENDENT'S REPORT

- Grant Update

Mr. Evans introduced Mr. Flynn, Career and Technical Director. Mr. Evans reported that as we pursue MSBA funding for a major building project, we want to maintain the building and obligations to current students and all students attending Keefe before any project takes place. Mr. Evans reported we want to focus on areas outside the building, or equipment that can be moved as we await approval for a major project. Mr. Flynn reported that early last spring he became aware of a skills lab modernization grant opportunity. He said there was a short timeline to write and submit a grant proposal. Mr. Flynn said with the help of Mr. Brochu, Coop Coordinator, he is pleased that although this information has not been made public, he is able to share with the Committee that we are recipients of a 1.2-million-dollar grant. He reported that there is a piece of equipment in the Metal Fabrication program that has been broken and not repairable. He reported this one piece of equipment is \$190,000. He also reported that DESE is completing revisions of all frameworks, and that this grant will help us to follow the frameworks with added equipment that students need to become familiar with, expanding career pathways. He reported we have a lot of support from industry partners and companies that are helping because they need trained workforce ready to hire. This grant will provide open workspace for our construction cluster programs and allow students to work closely together on projects. Plans are in progress to repurpose

the shed at the back of the building to bring it up to code and make it a usable space for the construction cluster. He reported that work will need to be done to bring the sprinkler system up to code and to hook it to the water main, but other than that our students will be doing all the work, which is also a learning experience for them. Mr. Flynn reported the improvements will help student both in the day program and the night program to be trained in space with modernized equipment and a workspace where they work together on projects which in turn will create the ability for higher wage job opportunities. Mr. Evans reported this was a very creative approach, in this case solving a real need for equipment that won't burden our communities and will allow kids to spread out and work together and collaborate. Mr. Evans complimented Mr. Flynn and Mr. Brochu for making this happen.

- Admissions Update & Admissions Policy (Appendix 2024-69)

Mrs. Bogusky reported the October 1, 2024 preliminary enrollment is 902 students district wide. Mrs. Bogusky said we have a capacity-based waitlist. She reported that overall enrollment increased from 875 in 2023 to 902 in 2024. She reported we have interviewed 78 more applicants and that we continued to increase grade 10 transfer students. She reported we have a large increase in the number of Framingham applicants and she noticed a trend that students are applying to multiple schools. Mrs. Bogusky reviewed the recruitment and enrollment timeline with the Committee, and shared examples of our promotional materials and Career and Technical Guide. Mrs. Bogusky also reviewed support services that are available to students. Along with services we have offered in previous years such as the BRYT Program, Peer Mentoring, Clinical Support, the School Health Office as well as support from the Counseling Team, she reported that we have partnered with Care Solace. She reported that Care Solace is separate from health insurance. This is a referral program where students can get mental health care 24 hours a day. Mrs. Bogusky reported there are a few changes to the Admissions Policy for their review. She reported there has been a change in the language for students and parents to better understand excused absences versus unexcused absences; Language has been made clearer to be sure applicants understand they can request to review the interview questions prior to their interview by reaching out to Keefe Tech Admissions/Counseling Department; Language has been added to make clear the process if applicants have the same score and a tie breaker is needed; Language has been added clarifying if students have to miss the Welcome Dinner they can still select their programs with the same form prior to the start of the school year; Language has been added regarding the Career Exploratory Placement; and the last change is language clarifying the Appeals Process. Mr. Evans complimented Mrs. Bogusky and her team for the great relationships we have with all of our sending districts and the

Charter School. He reported her relationships with them goes a long way to being able to have these students visit and tour the building and see what Keefe Tech has to offer them.

Mr. Evans asked for a vote of the Committee to approve the changes to the Admissions Policy. DR. HAMERLA MADE A MOTION SECONDED BY MRS. SHEPARD TO APPROVE THE UPDATED ADMISSIONS POLICY. TEN MEMBERS VOTED IN FAVOR OF THE MOTION; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

- MASC Resolutions for Delegate Assembly (Appendix 2024-72)

Superintendent Evans provided Committee members with a copy of the Resolutions that will be brought for a vote at the November MASC/MASS Joint Conference. Superintendent Evans reported Mr. Gaine and Dr. Hamerla will be attending the conference in November. He said he is providing these Resolutions for your review and at the next meeting on November 4th he will ask for discussion on the Resolutions so that we may provide our voting delegate with the position of the Committee.

- Accountability Update

Dr. Swasey presented information regarding the Massachusetts Accountability System and reviewed the 2024 District Report for Keefe Regional Technical School. Dr. Swasey reported that the Accountability System evaluates schools based on Achievement: ELA, math, and science; Student Growth Percentiles: Measures progress in ELA and mathematics; High School Completion Indicators: Graduation rates, extended engagement rates, and dropout rates; Progress Toward English Proficiency: Evaluates students' advancement in acquiring English language skills; Additional Indicators: Chronic absenteeism and advanced coursework completion. Dr. Swasey reported that the overall performance for 2024 was very good. She said we earned 74% of the possible points earned, which was a huge increase for us. She reported that we had an 18% increase in overall performance, reflecting substantial progress. Dr. Swasey reported we will work on providing targeted support for math and English learners while continuing to build on strengths in attendance, ELA, and science performance. We will focus on maintaining support for declining groups with regard to extended engagement and retention. She also said the district has made substantial progress, particularly in areas like dropout reduction and academic growth, but challenges remain, especially in math achievement and English language proficiency. Dr. Swasey reported scores in English, math, and science improved overall, that students are making strong progress year over year, and that KT is exceeding targets in many areas, especially

for the lowest performing students. Dr. Swasey reported significant improvement in overall student achievement from 2023 to 2024.

- Personnel Update (Appendix 2024-70)

Superintendent Evans presented many advisory board applications for the Dental Assisting, Information Technology, Legal and Protective Services, Metal Fabrication, Health Careers, and Design and Visual Communications programs for the review of the Committee. MR. GALLAGHER MADE A MOTION, SECONDED BY MRS. SHEPARD, TO APPROVE THE ADVISORY BOARD APPLICATIONS. TEN MEMBERS VOTED IN FAVOR OF THE MOTION; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

- MASC Resolutions for Delegate Assembly (Appendix 2024-72)

Superintendent Evans reported that earlier in the meeting he reported that both Mr. Gaine and Dr. Hamerla will be attending the MASC/MASS Joint Conference in November. Superintendent Evans reported that we need to have a voting delegate to represent the Committee at the Annual Business Meeting. DR. HAMERLA MADE A MOTION SECONDED BY MR. GALLAGHER TO NOMINATE MR. GAINE TO REPRESENT THE KEEFE TECH SCHOOL COMMITTEE AT THE ANNUAL MASC/MASS JOINT CONFERENCE BUSINESS MEETING. TEN MEMBERS VOTED IN FAVOR OF THE MOTION; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

- Budget Sub Committee Members

The following members were appointed to the Budget Sub-Committee for the FY26 Budget Development: TBA/Ashland, Mrs. Burns and Mr. Gallagher/Framingham, Mr. Sims/Holliston, Mrs. Shepard/Hopkinton, and Mr. Haugland/Natick.

- Budget Sub Committee Meeting Dates (Appendix 2024-73)

The following meeting dates for the FY26 Budget Sub-Committee were proposed: Thursday, December 12th, Monday, December 16th and Tuesday, December 17th. An alternate date of Thursday December 19, 2024, if needed.

MR. GALLAGHER MADE A MOTION, SECONDED BY MR. SIMS, TO SCHEDULE BUDGET SUB-COMITTEE MEETING DATES FOR DECEMBER 12, 16, AND 17th WITH DECEMBER 19, 2024, AS AN ALTERNATE

DATE IF NEEDED. TEN MEMBERS VOTED IN FAVOR OF THE MOTION; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

FINANCIAL MATTERS

- Non-Salary Financial Expenditure Report (Appendix 2024-74)

Members received the Non-Salary Expenditure Report along with some highlights. Mrs. Sharek reported 17% including salaries has been spent. Mrs. Sharek said she would continue to monitor accounts as the fiscal year progresses.

EXECUTIVE SESSION

Vice Chair Commerford asked for a motion that the Committee go into Executive session Under G.L. c. 30A, Section 21(a) (2) to conduct strategy session in preparation for negotiations with nonunion personnel or to conduct collective bargaining session or contract negotiations with nonunion personnel, and the vice chair so declares for the purpose of approving the August 26, 2024 executive session minutes only. This requires a majority vote of the entire committee by a roll call vote. MR. GALLAGHER MADE A MOTION SECONDED BY MR. GAINE TO ENTER INTO EXECUTIVE SESSION. MRS. BURNS, MRS. COMMERFORD, DR. HAMERLA, MR. HARTWELL, MR. HAUGLAND, MR. GAINE, MR. GALLAGHER, MRS. KNOWLES, MRS. SHEPARD, MR. SIMS AND MR. MULVEY VOTED IN FAVOR OF THE MOTION. THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

COMMUNICATION

Superintendent Evans provided an article highlighting Senate President Spilka's 55+ Health and Wellness Fair at Keefe Tech.

OLD BUSINESS

There was no Old Business

NEW BUSINESS

Superintendent Evans reported he was invited to attend an event at MassBay Community College, where many people including the Governor, Lt. Governor, many State Representative and others were highlighting the Massachusetts expanded free tuition policy at Community Colleges. He reported that a graduate of Keefe Tech was invited to speak at the event. He said the graduates mother, a cafeteria

worker at Keefe Tech, was invited to attend as well as her teacher at Keefe Tech, Mrs. Graham. He reported the student did a wonderful job representing herself, her family and the Keefe Tech Community.

Superintendent Evans reported that Mr. Mulvey is attending his last meeting as a member of the Keefe Tech School Committee, as he steps away to spend time with his young family. On behalf of the Keefe Tech School Committee, he thanked Mr. Mulvey for his many years of dedicated service to Keefe Tech and his community.

ADJOURNMENT

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

The meeting adjourned at 7:20PM

The next Keefe Tech School Committee Meeting is November 4, 2024

SOUTH MIDDLESEX REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT

School Committee Meeting – October 7, 2024

ACTION SHEET

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