SOUTH MIDDLESEX REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT

750 Winter Street
Framingham, MA 01702

REGULAR MEETING OF THE DISTRICT SCHOOL COMMITTEE

August 25, 2025 @ 6:00 PM - School Committee Meeting Room 226

I. APPROVAL OF MINUTES OF REGULAR MEETING OF JULY 21, 2025

II. GUESTS AND VISITORS

III. CHAIRMAN'S REPORT

IV. STUDENT REPRESENTATIVE REPORT

V. SUPERINTENDENT-DIRECTOR'S REPORT

1. Update on Opening of School
2. Remote Area Medical (RAM)
3. Hiring Update (Appendix 2025-65)
4. Organizational Chart (Appendix 2025-66)
5. Change of Date for October School Committee Meeting (Appendix 2025-67)
6. MASC/MASS Conference Early Bird Registration (Appendix 2025-68)
7. MSBA Initial Compliance Certification (Appendix 2025-69)
8. Bond Counsel for MSBA Project (Appendix 2025-70)
9. Policy BEDH Public Participation at School Committee Meetings (Appendix 2025-71)

VI. FINANCIAL MATTERS

10. Non-Salary Financial Expenditure Report (Appendix 2025-72)
11. Bid Sprinkler System (Appendix 2025-73)
12. Budget Update (Appendix 2025-74)

VII. COMMUNICATION

13. Staff Return Messages (Appendix 2025-75)

VIII. OLD BUSINESS

IX. NEW BUSINESS

X. EXECUTIVE SESSION

Executive Session pursuant to G.L.c.30a, § 21 (7) To comply with, or act under the authority of, any general or special law or federal grant-in-aid requirements.

XI. ADJOURNMENT

**One or more members of the South Middlesex Regional Vocational Technical School Committee will be participating remotely in accordance with the Attorney General's Regulations and Procedures {940 CMR 29.10}. A quorum of the Committee will be present.*

Posted: Keefe Tech Web Site: https://www.keefetech.org/community
cc: Legal Counsel, Administrative Staff, School Treasurer, KTEA President, and Town/City Clerks: Ashland, Framingham, Holliston, Hopkinton and Natick

Approved by School Committee
8/25/2025

SOUTH MIDDLESEX REGIONAL VOCATIONAL TECHNICAL SCHOOL COMMITTEE MEETING

July 21, 2025

MEMBERS PRESENT:

ASHLAND
Ed Burman

FRAMINGHAM
Michele Burns
Linda Fobes
Rick Gallagher
Maria Martinez
Steve Patriarca
Steve Starr

HOLLISTON
Barry Sims

HOPKINTON
Ruth Knowles (Arrived at 6:05)

NATICK
Gerry Hartwell
Henry Haugland

ALSO PRESENT:
Jonathan Evans, Superintendent
Dolores Sharek, Director of Finance & Business Operations
William Hurley, Treasurer
Karen Ward, Recording Secretary

Chairman Burman called the meeting to order at 6:00 PM

Per Governor Healey'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 JUNE 9, 2025

Chairman Burman asked for a motion to approve the minutes of the regular meeting of June 9, 2025

MRS. FOBES MADE A MOTION, SECONDED BY MR. GALLAGHER, TO APPROVE THE MINUTES OF THE REGULAR MEETING OF JUNE 9, 2025. NINE MEMBERS 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 or visitors

CHAIRMAN'S REPORT

There was no Chairman's Report

SUPERINTENDENT-DIRECTOR'S REPORT

- Update on Summer Programs

Superintendent Evans reported that we are in the final week of summer camp and we have had another successful Summer Discover Program. Superintendent Evans said there were over 300 campers for each of the two-week sessions. Superintendent Evans said we held a credit recovery opportunity for 20 students who needed credits to be promoted to the next grade, and we had 36 students attend summer school to remedy some credit issues. Superintendent Evans reported that there are quite a few teachers that participate in these programs. He reported it's a nice way for teachers to build relationships with each other and with the building community. Superintendent Evans reported that the facility team is preparing for another RAM Clinic at the beginning of August. Chairman Burman, who is very involved with the RAM Clinic, reported there is still time to sign up as a volunteer for this program. Superintendent Evans reported after the RAM Clinic, the building will be prepared for the beginning of the school year.

- Out of State Field Trip Requests (Appendix 2025-54)

Superintendent presented two out of state field trip requests. The first is to Indiana where four students will attend the FFA National Convention. The Second is to New York City, one student has qualified to compete in the Network for Teaching Entrepreneurship National Competition. Superintendent Evans recommends both of these out of state field trips. MR. BURMAN MADE A MOTION SECONDED BY MRS. FOBES TO APPROVE THE OUT OF STATE FIELD TRIP REQUESTS TO INDIANA AND TO NEW YORK CITY. ELEVEN MEMBERS VOTED IN FAVOR OF THE MOTION; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

- CTI Grant Award (Appendix 2025-55)

Superintendent Evans reported we just received another letter awarding a Career Technical Initiative Grant in the amount of $575,470.00. This program allows us to prepare curriculum and receive equipment at no cost, and it pays us for the students who attend the program. He reported this program continues to deliver adult training, credentialing and placement services in partnership with MassHire Career Centers and Workforce Boards in the Electrical, Plumbing and HVAC-R programs. The district has received over $1.5 million to date in CTI program grants.

- Appoint a Board Member of ACCEPT Collaborative (Appendix 2025-56))

Superintendent Evans asked for a vote to appoint him as a Board Member of the ACCEPT Collaborative for FY26. MR. GALLAGHER MADE A MOTION, SECONDED BY MRS. BURNS, TO APPOINT SUPERINTENDENT EVANS AS A BOARD MEMBER OF THE ACCEPT COLLABORATIVE FOR FY26. ELEVEN MEMBERS VOTED IN FAVOR OF THE MOTION; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

- Statewide Admissions Update (Appendix 2025-57)

Superintendent Evans reported that the Lottery for Statewide Admissions is now a reality. He reported there was an effort to get an amendment passed through legislature that would have put a taskforce in place which would have slowed down the implementation of the lottery. Superintendent Evans included in this packet the letter that was written on their behalf to Senate President Spilka. Superintendent Evans said unfortunately we weren't successful. Superintendent Evans reported that beginning with our fall admissions season we will need to implement the lottery. Superintendent Evans reported that

MAVA is working together on CTE schools admissions policies. Superintendent Evans reported he will be presenting an update in the near future for the review of the committee. He reported he will be attending a statewide association conference in the first week of August, where there will be dedicated sessions specifically to address the admissions process. Superintendent Evans reported that through the recommendation of Adrienne Bogusky, Director of Guidance and Admissions, we will continue the interview process even if the interview will not be a consideration for admissions. He reported it is still important to get to know the students and to have face time with them and to help them to figure out what they want, while still dealing with the fact that we have a lottery and will follow the guidelines as directed.

- Potential Amendment to District Agreement (Appendix 2025-58)

Superintendent Evans reported that with the regulatory change approved by the Board of Elementary and Secondary Education in May that resulted in an admissions lottery, there is a need to apportion seats for our member communities. This measure would result in stabilizing enrollment and predictability in budgeting as we move toward a major building project. Superintendent Evans has been working with the district's legal counsel to chart a path forward. The most likely scenario will be a need to seek approval at four town meetings and with the Framingham City Council. If there is a more efficient strategy to implement apportionment, Superintendent Evans would like permission to pursue that path forward as well.

MR. BURMAN MADE A MOTION SECONDED BY MRS. FOBES TO INITIATE THE PROCESS OF SEEKING AN AMENDMENT THAT WOULD APPORTION SEATS BY MEMBER MUNICIPALITY IN LINE WITH A 3-YEAR ROLLING AVERAGE FORMULA, AND TO AUTHORIZE SUPERINTENDENT EVANS TO TAKE THE STEPS NECESSARY TO MOVE SUCH AN AMENDMENT FORWARD AND TO REQUEST YOUR APPROVAL TO WORK WITH DISTRICT COUNSEL TO INITIATE SUCH APPROVAL. ELEVEN MEMBERS VOTED IN FAVOR OF THE MOTION; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

- MASC/MASS Conference (Appendix 2025-59)

Superintendent Evans informed the Committee that as in previous years, the MASC/MASS Conference will be held at Cape Cod November 12-14th. He reported that at the next meeting he will ask for the nomination of a voting delegate to represent us at the annual conference. Superintendent Evans

reported that if any member of the Committee would like to attend the conference, to let us know and we will make reservations and complete registration for the conference.

- MSBA Update (Appendix 2025-60)

Superintendent Evans reported that he recently received communication from our contact at MSBA, and we will be having a kickoff meeting and will begin to have access to much more information beginning August 1st. Superintendent Evans reported that we do have an idea of some things that will need to happen quickly. He reported the first meeting will include Superintendent Evans, Dr. Snow, Mrs. Sharek, and Mr. Jannetti. Superintendent Evans reported that one of the first steps will be to have a Building Sub-Committee. He reported that at the next meeting he will have further information on this process. He expects we need to fill certain categories in creation of the sub-committee and expects we will need several members of the Committee for their input, without actually creating a quorum of the Committee. He reported he plans to include Mr. Flynn, CTE Director, as he has knowledge of the CTE program needs and he has a background in carpentry. He asked Committee members to think about if they would like to be on the sub-committee, and if they have an interest, to please email either him or Chairman Burman. Superintendent Evans reported that during the past few months he has been working with other regional vocational superintendents that are or have recently gone through a building project and has been preparing for our path forward.

FINANCIAL MATTERS

- Non-Salary Financial Expenditure Report (Appendix 2025-60)

Members received the Non-Salary Expenditure Report along with some highlights regarding our current status. Mrs. Sharek reviewed highlights from the start of the FY26 that covers activity through July 2025. Mrs. Sharek reported that under a separate memo she will be presenting a budget transfer to close out FY25.

- FY26 Budget (Appendix 2025-61)

Superintendent Evans reviewed with the Committee the steps taken since FY23 to communicate with our communities about our intent to pursue an MSBA Project, and to fund our feasibility study once we were invited into the pipeline. Superintendent Evans then reviewed specific bullet points presented in response to a letter received by the Framingham City Council. Superintendent Evans indicated that he

did not believe there to be any artificial inflation in our budget and member community assessments. He also indicated an abundance of evidence to show that bonding is not a typical strategy for career and technical districts funding their feasibility study. Finally, he asserted that Keefe Tech has a well deserved reputation for transparency and clear communication that has continued throughout this budget cycle.

Based on a $400,000 transfer approved last month by the Committee within the FY25 Budget, Superintendent Evans recommended an FY26 budget reduction of that same amount for the benefit of our member communities.

MR. SIMS MADE A MOTION SECONDED BY MR. BURMAN TO REDUCE THE FY26 BUDGET BY $400,000. ELEVEN MEMBERS VOTED IN FAVOR OF THE MOTION; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

The language Superintendent Evans indicated that with only $200,000 remaining to fund the actual cost of our feasibility study, it did not make sense to bond for the remaining $200,000. He also does not recommend bonding for the entire 2 million dollars of our feasibility study as the Framingham City Council has encouraged.

MRS. FOBES MADE A MOTION SECONDED BY MRS. BURNS NOT TO GO OUT TO BOND FOR FINANCING FOR THE FEASIBILITY STUDY. ELEVEN MEMBERS VOTED IN FAVOR OF THE MOTION; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

With a decision to reduce the budget and a decision to not go to bond in place, Superintendent Evans requested approval for he and Chairman Burman to work together on a letter of response to the Framingham City Council to review the budget reduction and resulting assessment, and the decision to not go to bond. The proposed letter could also include the bullet points presented to the Committee in response to the City Council letter, along with a PowerPoint slide and link to Finance Sub-Committee Meeting in February when our strategy was described in detail. Superintendent Evans suggested that the letter close with a commitment to collaborate with the City of Framingham as we move forward in this project and as we work toward what is in the best interest of our students.

MR. SIMS MADE A MOTION SECONDED BY MR. GALLAGHER REQUESTING THAT SUPERINTENDENT EVANS AND CHAIRMAN BURMAN WRITE A LETTER ON BEHALF OF THE COMMITTEE IN RESPONSE TO THE LETTER FROM FRAMINGHAM CITY COUNCIL DATED JUNE 30TH. ELEVEN MEMBERS VOTED IN FAVOR OF THE MOTION; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

- Budget Transfer (Appendix 2025-62)

Mrs. Sharek reported this is the final budget transfer for FY25. Mrs. Sharek requested authorization to transfer funds from areas of surplus to allow the District to meet financial obligations in areas of need to close out FY25. MR. BURMAN MADE A MOTION SECONDED BY MRS. BURNS TO APPROVE THE FY25 BUDGET TRANSFER AS PRESENTED BY MRS. SHAREK. ELEVEN MEMBERS VOTED IN FAVOR OF THE MOTION; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

- Grant Update (Appendix 2025-63)

Superintendent Evans reported that the U.S. Department of Education has announced that the entitlement grants under Title II, III, and IV are under review for FY26. No amounts have been awarded at this time. He reported that for Keefe Tech this is a relatively small amount of funds in question. He reported that we always budget conservatively, and we include these dollar amounts in our operating budget in case funding doesn't come through. When funding does come through the funds in the operating budget will be transferred to other places. Superintendent Evans said this is good proactive budgeting on the part of Mrs. Sharek forecasting situations that arise.

- OPEB Update

Superintendent Evans reported that historically we have had an OPEB Sub-Committee Annual Review in June each year. Because of changes in Committee members and scheduling issues it's been a couple of years since our last meeting. Superintendent Evans reviewed who was on the OPEB Sub-Committee and said that the makeup of the Committee has been two members representing Framingham and one member of each of the other four towns. Superintendent Evans reported that Mr. Gallagher/Framingham, Mrs. Knowles/Hopkinton, Mrs. Commerford/Holliston, and Mr. Gaine/Ashland were on the OPEB Sub-Committee. Superintendent Evans asked members if anyone would like to serve

on the OPEB Sub-Committee. Mrs. Fobes/Framingham and Mr. Haugland/Natick volunteered. Superintendent Evans reported we will work on scheduling a meeting for more than likely October.

COMMUNICATION

- Superintendent Evans shared an article that appeared in the MetroWest Daily News highlighting Keefe Tech students' success at the SkillsUSA event in Atlanta in June.

OLD BUSINESS

There was no Old Business

NEW BUSINESS

There was no New Business

EXECUTIVE SESSION

The Chair asked for a Motion that the Committee go into Executive Session to discuss strategy with respect to collective bargaining if an open meeting may have a detrimental effect on the bargaining position of the Committee and the Chair so declares for the purpose of approving the June 9, 2025, Executive session minutes only; the Committee Meeting will adjourn from Executive Session not returning to Open Session. MRS. FOBES MADE A MOTION SECONDED BY MR. PATRIARCA TO ENTER INTO EXECUTIVE SESSION FOR APPROVAL OF THE JUNE 9, 2025 MINUTES ONLY AND TO ADJOURN DIRECTLY FROM EXECUTIVE SESSION, NOT RETURNING TO OPEN SESSION. MRS. BURNS, MR. HARTWELL, MR. HAUGLAND, MRS. FOBES, MR. GALLAGHER, MRS. KNOWLES, MRS. MARTINEZ, MR. PATRIARCA, MR. SIMS, MR. STARR AND MR. BURMAN VOTED IN FAVOR OF THE MOTION; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

The next meeting is August 25th
The meeting adjourned at 7:35 p.m.

SOUTH MIDDLESEX REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT

School Committee Meeting – July 21, 2025

ACTION SHEET

- MRS. FOBES MADE A MOTION, SECONDED BY MR. GALLAGHER, TO APPROVE THE MINUTES OF THE REGULAR MEETING OF JUNE 9, 2025. NINE MEMBERS VOTED IN FAVOR OF THE MOTION; MRS. MARTINEZ ABSTAINED; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

- MR. BURMAN MADE A MOTION SECONDED BY MRS. FOBES TO APPROVE THE OUT OF STATE FIELD TRIP REQUESTS TO INDIANA AND TO NEW YORK CITY. ELEVEN MEMBERS VOTED IN FAVOR OF THE MOTION; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

- FY26. MR. GALLAGHER MADE A MOTION, SECONDED BY MRS. BURNS, TO APPOINT SUPERINTENDENT EVANS AS A BOARD MEMBER OF THE ACCEPT COLLABORATIVE FOR FY26. ELEVEN MEMBERS VOTED IN FAVOR OF THE MOTION; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

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