SOUTH MIDDLESEX REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT

750 Winter Street
Framingham, MA 01702

REGULAR MEETING OF THE DISTRICT SCHOOL COMMITTEE

November 3, 2025 @ 6:00 PM
School Committee Meeting Room 226

I. APPROVAL OF MINUTES OF REGULAR MEETING OF SEPTEMBER 29, 2025

II. GUESTS AND VISITORS

III. CHAIRMAN'S REPORT

IV. EXECUTIVE SESSION

V. SUPERINTENDENT-DIRECTOR'S REPORT

1. December 8th and January 5th School Committee Meetings (Appendix 2025-85)
2. Admissions and Enrollment Update
3. Recruitment, Admissions and Retention Policy (Appendix 2025-86)
4. 2025 Accountability Overview
5. Competency Determination (Appendix 2025-87)
6. MSBA Update
7. Chapter 74 Vocational Tech. Educ. Viability Documentation (Appendix 2025-88)
8. Review of Resolutions for MASC/MASS Joint Conference (Appendix 2025-89)
9. Advisory Board Applicants (Appendix 2025-90)

VI. FINANCIAL MATTERS

10. Non-Salary Financial Expenditure Report (Appendix 2025-91)
11. Bid Sprinkler System (Appendix 2025-92)

VII. COMMUNICATION

VIII. OLD BUSINESS

IX. NEW BUSINESS

X. ADJOURNMENT

**One or more members of the South Middlesex Regional Vocational Technical School Committee may 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/public-meeting-info
cc: Legal Counsel, Administrative Staff, School Treasurer, KTEA President, and Town/City Clerks: Ashland, Framingham, Holliston, Hopkinton and Natick

Approved by School Committee:
November 3, 2025

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

September 29, 2025

MEMBERS PRESENT:

ASHLAND
Ed Burman
William Gaine

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

HOLLISTON
Sarah Commerford
Barry Sims

HOPKINTON
Sabine St. Pierre
Brendan Tedstone

NATICK
Gerry Hartwell
Henry Haugland

ALSO PRESENT:
Jonathan Evans, Superintendent
Shannon Snow, Principal
Dolores Sharek, Director of Finance & Business Operations
William Hurley, Treasurer
Skylar Marshall, Student Representative
Karen Ward, Recording Secretary

Superintendent Evans introduced two new members of the Committee representing Hopkinton, Sabine St. Pierre and Brendan Tedstone. Chairman Burman asked the new members to introduce themselves to the Committee. Mr. Tedstone reported that he is from Hopkinton, is a graduate of Keefe Tech and has a son in the Plumbing program. He reported he was a volunteer fire fighter in Hopkinton for many years and served as a selectman for six years, four of which he was chair. He also reported that he was chairman of 2 elementary building committees. Ms. St. Pierre reported that she is from Hopkinton. She reported that she has a freshman at Keefe Tech and that she has a background in education. She reported she received a master's degree in education from UConn. She reported that she taught for 10 years and is now a personal chef. She said she is excited to have the opportunity to be on the Keefe Tech School Committee

APPROVAL OF MINUTES OF REGULAR MEETING OF AUGUST 25, 2025

MRS. BURNS MADE A MOTION, SECONDED BY MRS. FOBES, TO APPROVE THE MINUTES OF THE REGULAR MEETING OF AUGUST 25, 2025. ELEVEN MEMBERS VOTED IN FAVOR OF THE MOTION THREE MEMBER ABSTAINED. THE VOTE IN FAVOR OF THE MOTION WAS PASSED.

GUESTS AND VISITORS

There were no guests or visitors

CHAIRMAN'S REPORT

- New Committee Members

Superintendent Evans introduced two Committee members representing Hopkinton at the beginning of the meeting.

- OPEB Update

Superintendent Evans congratulated Mrs. Fobes on being voted as the Chair of the OPEB Sub-Committee. He reported that he will give an update on the OPEB Sub-Committee meeting that took place this evening just prior to the full committee meeting. Superintendent Evans reported that the sub-committee had last met with advisors in May 2023. He reported that we continue to do well with our financial commitment to OPEB. Superintendent Evans reported that the sub-committee chose to make a small

adjustment and put a little more into equity, consistent with what 80% of municipalities that Bartholomew works with have chosen to do. Superintendent Evans reported that the sub-committee will meet again in the spring. He reported that he wants to be sure we have the funding committed to the needs of our students first. He said this plan has the support of our advisor and the sub-committee.

- School Committee Materials

Superintendent Evans reported that he wanted to share that he spoke with Chairman Burman regarding the appendices for our school committee meeting. He reported that we are fully compliant on how we post our agendas and minutes. He said there is no requirement to post the appendices. We post our agendas and minutes on our website, our official posting site, and continue, as a courtesy, to post agendas with our five member communities town clerk's office. He reported that recently he has received some feedback about making appendices available on the website. Superintendent Evans reported that he spoke with district counsel to ensure we are in compliance and to ask what might be a good strategy. Superintendent Evans would like to recommend that the Committee post the appendices once the minutes are approved, so the approved minutes and appendices would be posted on the website together. Some Committee members voiced concerns about items such as advisory board applications where there is personal information. Superintendent Evans agreed that there will need to be some change in that area and will speak to counsel to be sure that is given further thought. Superintendent Evans has asked for approval going forward with this understanding a change is made to protect people's privacy.

MR. SIMS MADE A MOTION, SECONDED BY MR. TEDSTONE TO POST APPROVED MINUTES WITH THE CORRESPONDING APPENDICES TO THE WEBSITE WITH NO PERSONAL INFORMATION BEING POSTED. FOURTEEN MEMBERS VOTED IN FAVOR OF THE MOTION; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

STUDENT REPRESENTATIVE REPORT

Student Representative, Skylar Marshall, provided an update to the Committee on student activities. Ms. Marshall reported that we are a month into the school year and this is homecoming weekend. She said there are many home games scheduled, and the pep rally is on Friday. She reported the homecoming dance is on November 6th. She reported that 9th graders had an activity fair where students could get informed about clubs and activities they could participate in. She reported that seniors had their class photo taken and they are getting started on ordering their caps and gowns. Ms. Marshall reported that

the Guidance Department is offering both PSAT and SAT's. She also reported that Curriculum Night is this week. Ms. Marshall updated the Committee on all the different sports and their standing. She said all the athletic teams are doing well. Superintendent Evans added that Athletic Director, Don Marini, has done a nice job scheduling several home contests during Homecoming Weekend. He also reported that the football team has a Thanksgiving Day game against Minuteman Tech and that this year it should be very interesting because both teams are coming into their first game next weekend with a 3-0 record.

SUPERINTENDENT'S REPORT

- Competency Determination

Dr. Snow reminded Committee members that MCAS is no longer a graduation requirement for schools. She reminded Committee members that last spring there was a proposed handbook change regarding language for MCAS, which the Committee approved. She reported that now DESE has come back to schools with new regulations. She reported that we will now have to re-work our requirements in order to be in compliance and it will need to be posted by December 31st. Dr. Snow reported she plans to have a new plan going forward for the Committees review and approval in the near future.

- Admissions Policy Update

Superintendent Evans reported that the Admissions Policy is pretty challenging at this time. He reported that the new regulations from DESE are not very clear. He reported that he, Mrs. Bogusky and Dr. Snow are working with colleagues and other MAVA Schools to come up with an Admissions Policy that needs to be submitted November 3rd, the night of our next school committee meeting. He reported that he expects Mrs. Bogusky, Director of Guidance and Admissions to present an Admissions Policy for your review and approval at the next meeting. He reminded members that despite all the concerns expressed by many, we are all under a lottery, and there are still many unanswered questions, such as appeals and if the very limited weights will be applied. He also informed Committee members that regarding apportionment, this is still a work in progress as we wait from communication from the Department of Education's legal counsel.

- MSBA Update/Building Committee (Appendix 2025-76)

Superintendent Evans reported that we need to create a MSBA School Building Committee. He reported he has supplied the Committee with the form that we need to submit. The form has specific requirements that need to be fulfilled. Superintendent Evans reported that after speaking with many

sister schools, some of which have already gone through a building project, or are in the middle of a building project, we have prepared the form and proposal for your review. MRS. COMMERFORD MADE A MOTION SECONDED BY MRS. FOBES TO APPROVE THE MSBA SCHOOL BUILDING COMMITTEE AS PRESENTED BY SUPERINTENDENT EVANS. FOURTEEN MEMBERS VOTED IN FAVOR OF THE MOTION; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS. Superintendent Evans reported we will submit the form tomorrow to the MSBA for their approval.

- Personnel Update (Appendix 2025-77)

Superintendent Evans presented advisory board applications for the Carpentry, Criminal Justice, Dental Assisting, and Metal Fabrication programs for the review of the Committee. MR. GALLAGHER MADE A MOTION, SECONDED BY MRS. COMMERFORD, TO APPROVE THE ADVISORY BOARD APPLICATIONS. FOURTEEN MEMBERS VOTED IN FAVOR OF THE MOTION; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

- McKinney-Vento Policy (Appendix 2025-78)
- Foster Care Policy (Appendix 2025-79)
- Military Policy (Appendix 2025-80)

Superintendent Evans reported that the McKinney-Vento Policy, Foster Care Policy and Military Policy have been part of our practice, we are very much aware of our obligations and follow those practices. In order to be in compliance, the policies need to be updated and approved and maintained in the District Policy Binder. MR. GALLAGHER MADE A MOTION SECONDED BY MR. TEDSTONE TO APPROVE THE UPDATED MCKINNEY-VENTO, FOSTER CARE AND MILITARY POLICIES TO BE MAINTAINED IN THE DISTRICT POLICY BINDER. FOURTEEN MEMBERS VOTED IN FAVOR OF THE MOTION; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

- Delegate Assembly MASC/MASS Joint Conference (Appendix 2025-81)

Superintendent Evans reported that we need to have a voting delegate to represent the Committee at the MASC/MASS Joint Conference at the Annual Business Meeting in November. MR. GALLAGHER MADE A MOTION SECONDED BY MRS. BURNS TO NOMINATE MR. GAINE TO REPRESENT THE KEEFE TECH SCHOOL COMMITTEE AT THE ANNUAL MASC/MASS JOINT CONFERENCE BUSINESS MEETING. FOURTEEN MEMBERS VOTED IN FAVOR OF THE MOTION; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

- Budget Sub Committee Members & Budget Sub-Committee Dates (Appendix 2025-82)

Superintendent Evans reported we need to approve members to the Budget Sub-Committee for the FY27 Budget season and set dates for the sub-committee meetings. Superintendent Evans reported that historically we have had two members representing the City of Framingham and one member from Ashland, Holliston, Hopkinton and Natick. Superintendent Evans reported that he is recommending the dates of Tuesday, December 9, 2025, Wednesday, December 10, 2025, and Tuesday, December 16, 2025. If an alternate date is needed, he suggests Wednesday, December 17, 2025. MRS. FOBES MADE A MOTION SECONDED BY MRS. COMMERFORD TO APPROVE THE FOLLOWING MEMBERS TO THE BUDGET SUB-COMMITTEE FOR THE FY27 BUDGET DEVELOPMENT. REPRESENTING FRAMINGHA, MR. GALLAGHER AND MRS. BURNS, REPRESENTING ASHLAND MR. GAINE, REPRESENTING HOLLISTON MR. SIMS, REPRESENTING HOPKINTON MRS. ST. PIERRE AND REPRESENTING NATICK MR. HAUGLAND. MRS. FOBES ALSO MADE A MOTION SECONDED BY MRS. COMMERFORD TO APPROVE THE SUGGESTED BUDGET SUB-COMMITTEE MEETING DATES OF DECEMBER 9TH, 10TH AND 16TH WITH AN ALTERNATE DATE OF DECEMBER 17TH. FOURTEEN MEMBERS VOTED IN FAVOR OF BUDGET SUB-COMMITTEE MEMBERS AND THE PROPOSED DATES; THE VOTE IN FAVOR OF THE MOTIONS WAS UNANIMOUS.

FINANCIAL MATTERS

- Non-Salary Financial Expenditure Report (Appendix 2025-83)

Members received the Non-Salary Expenditure Report along with some highlights. Mrs. Sharek reported 15% including salaries has been spent. Mrs. Sharek reported a bid posting for the shed sprinkler system has been posted. The bid opening date is set for October 8, 2025. A contract will be presented to the School Committee at the November meeting.

- ACCEPT Quarterly 4 Report (Appendix 2025-84)

Superintendent Evans reported that Superintendents were reminded it is a compliance issue that each member school share the quarterly financials of the ACCEPT Collaborative with their school committee. Superintendent Evans reported this doesn't impact our budget. He reported we maintain membership in ACCEPT because it provides collaboration with colleagues and it also offers good professional

development. He reported ACCEPT Collaborative also is a good resource to have if we have an unanticipated issue with need for programming.

COMMUNICATION

Superintendent Evans provided an article highlighting the Keefe Tech Football team

OLD BUSINESS

There was no Old Business

NEW BUSINESS

A Committee member asked about enrollment numbers to be reported to DESE. Superintendent Evans reported that Mrs. Bogusky, Director of Guidance and Admissions, will be reporting to the Committee at the November meeting.

A Committee member asked if there would be a play being performed this year. Dr. Snow reported that we will have a fall and spring production. One of the productions will be "It's a Wonderful Life".

EXECUTIVE SESSION

MR. GALLAGHER MADE A MOTION SECONDED BY MR. TEDSTONE TO ENTER INTO 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 AND THE CHAIR SO DECLARES FOR THE PURPOSE OF APPROVING THE AUGUST 25, 205, EXECUTIVE SESSION MINUTES ONLY. THE COMMITTEE WILL NOT RETURN TO OPEN SESSION AND WILL ADJOURN FROM EXECUTIVE SESSION.

The meeting adjourned at 6:50PM

The next Keefe Tech School Committee Meeting is November 3, 2025

SOUTH MIDDLESEX REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT

School Committee Meeting – September 29, 2025
ACTION SHEET

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