Approved by School Committee
October 5, 2026

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

August 31, 2026

MEMBERS PRESENT:

ASHLAND
Ed Burman
William Gaine

FRAMINGHAM
Linda Fobes
Rick Gallagher
Maria Martinez
Steven Patriarca

HOLLISTON
Sarah Commerford
Barry Sims

HOPKINTON
Sabine St. Pierre
Brendan Tedstone

NATICK
Henry Haugland
Gerald Hartwell

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

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

APPROVAL OF MINUTES OF REGULAR MEETING OF July 20, 2026

Chairman Burman asked for a motion to approve the minutes of the regular meeting of July 20, 2026.

MR. TEDSTONE MADE A MOTION SECONDED BY MR. PATRIARCA TO APPROVE THE MINUTES OF THE REGULAR MEETING OF JULY 20, 2026. TEN MEMBERS VOTED IN FAVOR OF THE MOTION; TWO MEMBERS ABSTAINED. THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

GUESTS AND VISITORS

Superintendent Evans reported that just prior to the meeting, Committee members had an opportunity to greet new staff members at a reception in the East Side Room restaurant.

CHAIRMAN'S REPORT

There was no Chairman's Report

STUDENT REPRESENTATIVE REPORT

Mr. Blunem Damaceno, student representative for the School Committee, reported that he is happy to be back to school. He said today was the first day, so he doesn't have a lot to report, but that the first day went well. Mr. Damaceno reported that the fall athletic teams are back and excited to be competing. He said he looks forward to having more to share at the next meeting.

EXECUTIVE SESSION

There was no Executive Session

SUPERINTENDENT-DIRECTOR'S REPORT

- Update on Opening of School

Dr. Snow reported that on Wednesday we had New Teacher Orientation Day where new faculty heard presentations from coordinators and administrators. Dr. Snow reported that the new faculty also met their mentors and spent time setting up their classrooms. On Thursday, we had Freshman Step Up Day where a very large number of grade 9 students were introduced to the building and were able to get

comfortable and meet some new friends. On Friday, we welcomed back faculty and staff and had a guest speaker. Dr. Snow said today was the first day back to school for students. She reported there was a lot of excitement in the building. Dr. Snow reported that in the coming days there will be grade level meetings in the auditorium and that next Friday Grade 9 will have an activity fair where students will be encouraged to participate and learn about opportunities available at Keefe Tech. Dr. Snow reported that it was wonderful to have a building filled with students. Dr. Snow said that she was very happy with how the first day went.

- Organizational Chart (Appendix 2026-62)

Superintendent Evans provided the Committee with a copy of the District Organizational Chart, which shows which groups of employees report to each administrator.

- Admissions Update

Superintendent Evans reported that with the apportionment standards set up with the lottery, he believes this has given stability and predictability to our district members. He said we are working very close with the apportionment numbers and we are still working with families. He said there has been very little movement in the waitlist because few families are saying no to Keefe Tech. Superintendent Evans reported that operating in the first year of the lottery has gone well and we continue to be in compliance with the new lottery standards. He reported that we will continue to work with the students to meet them where they are and provide services they need and to give them the best experiences we can.

- MASC/MASS Conference Early Bird Registration (Appendix 2026-63)

Superintendent Evans presented information on the MASC/MASS Conference taking place in Danvers for the first time, on November 4-6th. He reported that if any member is interested in attending the conference please let either Superintendent Evans or Ms. Ward know so we can take advantage of the discount offered with an early bird registration.

- MSBA Update (Appendix 2026-64)

Superintendent Evans reported that we are right on track with where we should be. He said this has been a very slow process and we are moving forward as quickly as we are allowed. He said that we

finalized a document (RFS – Request for Services), which will be discussed more during the financial presentation with Mrs. Sharek. He said the next step will be hiring an Owner's Project Manager.

- PROTECT Act Policy (Appendix 2026-69)

Superintendent Evans reported that we have procedures in place overseen by the administrative team on how to handle immigration enforcement within the school. He reported that the Governor signed into law just days ago a new PROTECT Act Policy that is mandated to be in place either before the first day of school or before September 1st, which ever takes place first. He reported that our district counsel reviewed this policy, which is essentially exactly the procedures we had in place.

MRS. FOBES MADE A MOTION SECONDED BY MRS. MARTINEZ TO APPROVE THE PROTECT ACT POLICY AS PRESENTED. TWELEVE MEMBERS VOTED IN FAVOR OF THE MOTION. THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

FINANCIAL MATTERS

- Bid for Owner's Project Manager for MSBA Feasibility Study (Appendix 2026-65)

Mrs. Sharek reported that to post for an Owner's Project Manager she needs the approval of the School Committee. She reported that the Request for Services (RFS) document that was discussed earlier with Superintendent Evans under the MSBA Update, lists a timeline that we are following. She reported that the hiring of an OPM will assist in the Feasibility and Schematic phases of the MSBA contract. The estimated cost of an OPM is $400,000. Funding will be available through the feasibility study revolving account. MRS. COMMERFORD MADE A MOTION SECONDED BY MR. PATRIARCA TO ALLOW THE DISTRICT TO POST A REQUEST FOR SERVICES (RFS) FOR AN OWNER'S PROJECT MANAGER. TWELVE MEMBERS VOTED IN FAVOR OF THE MOTION; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

- Non-Salary Financial Expenditure Report (Appendix 2026-66)

Members received the Non-Salary Expenditure Report and Highlights. Mrs. Sharek reported that the school year is underway, and we have spent 11% of our budget. Mrs. Sharek reported we are encumbering salaries and utilities for the fiscal year.

COMMUNICATION

- Staff Return Messages (Appendix 2026-67)

Members received copies of the messages sent by Superintendent Evans and Principal Snow, to welcome staff back for the start of the 2026-2027 school year.

- Keefe Tech Grant to Expand Free Workforce Training(Appendix 2026-68)

Superintendent Evans reported the latest CTI Grant we have received is for $480,000. He reported the district has received over 2.1 million in the five years we have been participating in this program. He reported these training programs are for the electrical, HVAC and plumbing programs. Superintendent Evans reported this program is conducted through Commcorp and MassHire partners to continue to invest in Massachusetts workers.

OLD BUSINESS

There was no old business

NEW BUSINESS

Chairman Burman reported that for three years he and several others organized a RAM Clinic at Keefe Tech, where many community members without coverage were able to get medical, dental and vision care they desperately needed. Chairman Burman reported that last year he requested Framingham to take this endeavor over. He reported that they have come back to him this year and have asked him to take it back as they don't have the resources to continue. Chairman Burman agreed. He is just informing committee members now so they can possibly plan ahead and hopefully volunteer at this event. He said it is just in the beginning stages of planning, and he will be in touch with an update later in the year.

ADJOURMENT

MR. TEDSTONE MADE A MOTION SECONDED BY MRS. FOBES TO ADJOURN THE MEETING. TWELVE MEMBERS VOTED IN FAVOR OF THE MOTION, THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS. Meeting adjourned at 6:45p.m.

SOUTH MIDDLESEX REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT

School Committee Meeting – August 31, 2026

ACTION SHEET

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