Approved by School Committee:
November 2, 2026

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

October 5, 2026

MEMBERS PRESENT:

ASHLAND
Ed Burman
William Gaine

FRAMINGHAM
Michele Burns
Rick Gallagher
Maria Martinez
Bill Phillips

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
Blunem Damaceno, Student Representative
Karen Ward, Recording Secretary

Chairman Burman called the meeting to order at 6:05PM.

APPROVAL OF MINUTES OF REGULAR MEETING OF AUGUST 31, 2026

MR. TEDSTONE MADE A MOTION, SECONDED BY MRS. COMMERFORD, TO APPROVE THE MINUTES OF THE REGULAR MEETING OF AUGUST 31, 2026. ELEVEN MEMBERS VOTED IN FAVOR OF THE MOTION ONE MEMBER ABSTAINED. THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

GUESTS AND VISITORS

Mrs. Bogusky, Director of Guidance & Admissions

CHAIRMAN'S REPORT

There was no Chairman's Report

STUDENT REPRESENTATIVE REPORT

Student Representative, Blunem Damaceno, provided an update to the Committee on student activities. Mr. Damaceno reported that grade 9 students had an activities fair to learn about activities and sports at Keefe. He reported that the Seniors took a class photo last week and that cap and gown ordering has begun. He reported that Curriculum Night was last week for families to learn about their students' classes and to meet their teachers. Mr. Damaceno reported that the Guidance Department is offering PSATs to students in October. Lastly, Mr. Damaceno gave an update on the fall sports teams

EXECUTIVE SESSION

There was no Executive Session

SUPERINTENDENT'S REPORT

- Admissions Update

Mrs. Bogusky reported that every year around the beginning of October she reports to the School Committee and gives an update on the enrollment numbers. Mrs. Bogusky said we continue to have a capacity-based waitlist. She reported the October 1, 2026, enrollment is 913 with three non-resident students. Mrs. Bogusky reviewed Admissions & Recruiting Events and the timeline for the 2026-2027 school year. Mrs. Bogusky also reviewed her takeaways from the first ever Lottery at Keefe Tech. She

reported that more support is needed for applicants and the community to understand what a lottery is and is not. She also reported that Keefe Tech was able to apply for a waiver for siblings and this has been beneficial. Mrs. Bogusky reported that we will continue to review how we do apportionment by community and navigate room for growth if applicant increase.

- Admissions Policy Update (Appendix 2026-70)

Mrs. Bogusky presented proposed changes to the Admissions Policy. Some of the notable changes are that siblings living in the same household will be assigned the same lottery number, there will be more language around apportionment and students moving district, and an update to grade 9 students selecting programs and how the waitlist works for CTE transfers. MR. TEDSTONE MADE A MOTION SECONDED BY MRS. COMMERFORD TO APPROVE THE CHANGES TO THE ADMISSIONS POLICY AS PRESENTED BY MRS. BOGUSKY. TWELVE MEMBERS VOTED IN FAVOR OF THE MOTION; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

- MSBA Update/Building Committee

Superintendent Evans reported that the Keefe Tech Building Committee met prior to this meeting. He reported that they have reviewed seven candidates for the OPM Feasibility Study. Superintendent Evans reported that through the scoring sheet process that almost every committee member chose the same three finalists. The three firms that the Building Committee chose to bring forward and interview are Colliers, Leftfield and Skanska. All of these firms have experience with CTE schools. Some examples of those schools are Cape Cod Tech, South Shore Tech and Minuteman Tech. Superintendent Evans reported that every rubric on the score sheet was tabulated. Mrs. Sharek will be reaching out to the three firms to schedule a time for their interview by the Building Committee which will take place on October 27th. He reported that each firm will be invited to give a 20-minute presentation with a question and answer period to follow. Superintendent Evans said he will report to the full Committee at the November 2nd meeting and hopes to secure a vote at that meeting. Superintendent Evans reported that the OPM will not be officially hired until after the December 7th meeting with the MSBA Board which will make it official.

- Building Committee Member Appointment

Superintendent Evans reported that with the resignation of Steve Starr, we have been lacking a School Committee representative from the City of Framingham. Mr. Patriarca reached out and asked if he

could be the Framingham representative on the Building Committee. MR. TEDSTONE MADE A MOTION SECONDED BY MR. BURMAN TO APPOINT MR. PATRIARCA TO THE KEEFE TECH BUILDING COMMITTEE. TWELVE MEMBERS VOTED IN FAVOR OF THE MOTION; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

- Budget Sub-Committee Member Appointment

Superintendent Evans reported we need to approve members to the Budget Sub-Committee for the FY28 Budget season. Superintendent Evans reported that historically we have had two members representing the City of Framingham and one member from Ashland, Holliston, Hopkinton and Natick. MR. BURMAN MADE A MOTION SECONDED BY MR. TEDSTONE TO APPROVE THE FOLLOWING MEMBERS TO THE BUDGET SUB-COMMITTEE FOR THE FY28 BUDGET DEVELOPMENT. REPRESENTING FRAMINGHAM, MRS. BURNS AND MRS. MARTINEZ, REPRESENTING ASHLAND MR. GAINE, REPRESENTING HOLLISTON MR. SIMS, REPRESENTING HOPKINTON MRS. ST. PIERRE AND REPRESENTING NATICK MR. HAUGLAND. TWELVE MEMBERS VOTED IN FAVOR OF THE MOTION; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

- Budget Sub-Committee Dates (Appendix 2026-71)

Superintendent Evans reported that he is recommending the dates of Wednesday, December 9, 2026, Tuesday, December 15, 2026, and Wednesday, December 16, 2026. If an alternate date is needed, he suggests Thursday, December 17, 2026. MR. BURMAN MADE A MOTION SECONDED BY MR. TEDSTONE TO APPROVE THE SUGGESTED BUDGET SUB-COMMITTEE MEETING DATES OF DECEMBER 9TH, 15TH AND 16TH WITH AN ALTERNATE DATE OF DECEMBER 17TH. TWELVE MEMBERS VOTED IN FAVOR OF THE PROPOSED DATES; THE VOTE IN FAVOR OF THE MOTIONS WAS UNANIMOUS.

- Delegate Assembly MASC/MASS Joint Conference (Appendix 2026-72)

Superintendent Evans reported that at the next meeting he will be reviewing the resolutions that are being brought forward at the Delegate Assembly. He reported that three of them are from last year and being brought forward again. 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. TEDSTONE MADE A MOTION SECONDED BY MR. BURMAN TO NOMINATE MR. GAINE TO REPRESENT THE KEEFE TECH SCHOOL COMMITTEE AT THE ANNUAL MASC/MASS

JOINT CONFERENCE BUSINESS MEETING. 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 2026-73)

Members received the Non-Salary Expenditure Report along with some highlights. Mrs. Sharek reported 19%, including salaries, has been spent. Mrs. Sharek reported that department heads are reviewing their budgets and will be making internal transfers within their accounts, if needed. She reported that transfers for School Committee approval will be submitted at a later date.

COMMUNICATION

There was no Communication

OLD BUSINESS

There was no Old Business

NEW BUSINESS

A school committee member reported that he felt it would be appropriate to recognize the retirement of Executive Direction of MASC, Glenn Koocher. Superintendent Evans reported that he would be glad to write a letter on behalf of the Committee acknowledging his service and wish him well in retirement.

ADJOURNMENT

MR. TEDSTONE MADE A MOTION SECONDED BY MR. GAINE TO ADJOURN THE MEETING.
TWELVE MEMBERS VOTED IN FAVOR OF THE MOTION; THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

The meeting adjourned at 7:00pm

The next Keefe Tech School Committee Meeting is November 2, 2026

SOUTH MIDDLESEX REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT

School Committee Meeting – October 5, 2026

ACTION SHEET

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