

**SOUTH MIDDLESEX REGIONAL VOCATIONAL TECHNICAL
SCHOOL COMMITTEE MEETING**

May 8, 2017

MEMBERS PRESENT:

ASHLAND

Ed Burman
Bill Gaine

FRAMINGHAM

Mike Rossi (Chair)
Myra Bushell
James Cameau
Larry Cooper
John Evans
Linda Fobes (remote)
John Kahn

HOLLISTON

HOPKINTON

Ruth Knowles

NATICK

Tassos Filledes
Steve Kane

ALSO PRESENT:

Jonathan Evans, Superintendent-Director
Dolores Sharek, Director of Finance
Jack Keating, Treasurer
Richard DeAngelis, Legal Counsel
Karen Ward, Recording Secretary

Chairman Rossi called the meeting to order at 6:00 PM. Chairman Rossi stated Mrs. Fobes is participating in this meeting remotely due to geographic distance. Therefore, all votes will be by roll call vote.

Chairman Rossi began the meeting by asking for a moment of silence in support of a School Committee member who is going through an extremely difficult time.

APPROVAL OF MINUTES OF REGULAR MEETING OF APRIL 3, 2017

Chairman Rossi asked for a motion to approve the minutes of the regular meeting of April 3, 2017.

MR. CAMEAU MADE A MOTION, SECONDED BY MRS. KNOWLES, TO APPROVE THE MINUTES OF THE REGULAR MEETING OF APRIL 3, 2017. THE VOTE IN FAVOR OF THE MOTION WAS MR. BURMAN, MR. GAINES, MR. ROSSI, MRS. BUSHELL, MR. CAMEAU, MR. COOPER, MR. EVANS, MRS. FOBES, MR. KAHN, MRS. KNOWLES, MR. FILLEDES AND DR. KANE.

CHAIRMAN'S REPORT

Information Only

- Report from Chair of the Superintendent Evaluation Sub-Committee

Sub-Committee member John Evans provided an update to the full Committee on the review of the Superintendent Evaluation Binders and the recommendation of the Sub-Committee members. Mr. Evans reported that each of the four sub-committee members comprehensively reviewed an area of the evaluation rubric. In every case, sub-committee members found the Superintendent to have demonstrated proficiency. As such, it is the recommendation of the sub-committee to rate the Superintendent's performance as proficient in the four standards, and proficient in his overall rating.

- Discussion of Superintendent Evaluation

Mr. Gaine echoed the report from Mr. Evans, and stated that the sub-committee discussed at length whether the Superintendent should be rated proficient or exemplary. Ultimately, the sub-committee decided on proficiency, with agreement that this standard was exceeded.

Mr. Rossi reported that he has had the opportunity to work with Superintendent Evans closely over the course of the past year. He continues to be impressed. Mr. Rossi fully supports the findings of the sub-committee.

Mr. Filledes reported to the Committee that he has had the opportunity to work with a number of Superintendents at Keefe and in the Natick School District. Mr. Filledes believes Superintendent Evans has done an outstanding job, is aware of all the happenings in the District, and is very proficient in his job.

Mr. Rossi asked Superintendent Evans if he had any comments for the Committee. Superintendent Evans said that he appreciates the efforts of the sub-committee and their feedback. The Committee can be assured that whatever the decision tonight, they will continue to get his best effort on behalf of the students and the District.

Action Required

- Vote on Superintendent Evaluation

MR. EVANS MADE A MOTION SECONDED BY MR. GAINES TO ACCEPT THE RECOMMENDATION OF THE SUPERINTENDENT EVALUATION SUB-COMMITTEE TO RATE SUPERINTENDENT EVANS A "PROFICIENT" FOR ALL STANDARDS AND AS AN OVERALL RATING. THE VOTE IN FAVOR OF THE MOTION WAS MR. BURMAN, MR. GAINES, MR. ROSSI, MRS. BUSHELL, MR. CAMEAU, MR. COOPER, MR. EVANS, MRS. FOBES, MR. KAHN, MRS. KNOWLES, MR. FILLEDES AND DR. KANE.

- Vote Superintendent's Compensation for FY18

Chairman Rossi explained to the Committee that while the Superintendent's contract rolls forward in to the next year, his compensation for FY18 has still yet to be determined. Based on the results of Superintendent Evans performance, and the guidelines indicated in the FY18 Budget, he recommends a 3% increase in the Superintendent's compensation for FY18.

MR. BURMAN MADE A MOTION SECONDED BY MR. COOPER TO APPROVE SUPERINTENDENT EVANS' COMPENSATION AS INDICATED IN THE APPROVED FY18 BUDGET. THE VOTE IN FAVOR OF THE MOTION WAS MR. BURMAN, MR. GAINES, MR. ROSSI, MRS. BUSHELL, MR. CAMEAU, MR. COOPER, MR. EVANS, MRS. FOBES, MR. KAHN, MRS. KNOWLES, MR. FILLEDES AND DR. KANE.

EXECUTIVE SESSION

There was nothing to discuss in Executive Session.

SUPERINTENDENT-DIRECTOR'S REPORT

Information Only

- Town Meeting Update

Superintendent Evans reported that we have received unanimous approval in our first four town meeting votes on our FY18 Budget. There is a great deal of support in our member communities for the great opportunities and services Keefe Technical School provides to the students we serve. In the Town of Framingham, there were no Town Meeting members who wished to ask questions or comment on the Budget. Superintendent Evans reported that the Moderator actually broke protocol in order to give him an opportunity to say thank you at their last Town Meeting. Following tonight's School Committee Meeting, Superintendent Evans will attend the Holliston Town Meeting in the hopes of receiving our fifth and final town's approval.

- National Honor Society Induction Ceremony (Appendix 2017-34)

Superintendent Evans reminded Committee members that they are invited to attend the National Honor Society Induction Ceremony to be held on May 17th at 6:00 PM in the school Auditorium. Superintendent Evans encouraged Committee members to attend this very special event for our students.

- Update Dental Assisting Program

Superintendent Evans reported that progress is being made toward the very ambitious goal of completing our preparation for a Dental Assisting program by the fall. Superintendent Evans explained that later in the agenda, he will be asking for two votes of support from the Committee to allow the District to go out to bid for both equipment and construction. There has been some confusion regarding the status of our preferred contractor on the State Bid List. To cover all bases, we will be asking to go out to bid on equipment should the need arise. We have benefited from the support of our newly formed advisory committee which consists of area dentists as we prepare the program. Superintendent Evans expects that we will have a busy summer working toward the opening of the program.

Mr. Gaine asked what the source of confusion was regarding our preferred vendor. Superintendent Evans explained that our preferred provider's status on the State Bid List was specific to a different career and technical school district. We wanted to be absolutely certain that Keefe would also be able to utilize their services without going out to bid.

Mr. Kahn asked if news about our Dental Program is known to eighth graders in our member towns. Superintendent Evans explained that we had yet to learn about our receipt of the grant for dental assisting during our recruitment season. Superintendent Evans did report this good news to our member towns in open meetings during our budget approval process, and we also plan to explain the program to our incoming class at Accepted Students Day in June.

Action Required

- Personnel Activity (Appendix 2017-35)

Superintendent Evans recommended approval of three advisory board candidates. Two to the Automotive Advisory Committee and one to the Legal and Protective Services Advisory Committee.

MR. FILLEDES MADE A MOTION, SECONDED BY MR. COOPER, TO APPROVE THREE CANDIDATES AS ADVISORY BOARD MEMBERS. THE VOTE IN FAVOR OF THE MOTION WAS MR. BURMAN, MR. GAINES, MR. ROSSI, MRS. BUSHELL, MR. CAMEAU, MR. COOPER, MR. EVANS, MRS. FOBES, MR. KAHN, MRS. KNOWLES, MR. FILLEDES AND DR. KANE.

- Vote to Approve Out of State Field Trip – SkillsUSA National Conference (Appendix 2017-36)

Superintendent Evans recommended that the Committee approve the out of state field trip for students who will be competing at the SkillsUSA National Conference in Louisville, Kentucky. Superintendent Evans explained students did extremely well this year as compared to years past, and we are very proud of our students for their achievements.

MR. CAMEAU MADE A MOTION SECONDED BY MR. FILLEDES TO APPROVE THE OUT OF STATE FIELD TRIP FOR STUDENTS TO ATTEND THE SKILLSUSA NATIONAL CONFERENCE. THE VOTE IN FAVOR OF THE MOTION WAS MR. BURMAN, MR. GAINES, MR. ROSSI, MRS. BUSHELL, MR. CAMEAU, MR. COOPER, MR. EVANS, MRS. FOBES, MR. KAHN, MRS. KNOWLES, MR. FILLEDES AND DR. KANE.

- Vote ON District Medical and Dental Insurance Plans (Appendix 2017-37)

Superintendent Evans explained to the Committee that a great deal of work has been done to prepare for the most advantageous medical and dental offerings for our staff and retirees next year. Superintendent Evans reminded the Committee that going in to FY17, we made a significant change to

our plan by becoming independently insured in a high deductible plan. At that time, the District realized enough savings to contribute 50% of the deductible amount to participants.

During FY17, the District unfortunately had several participants experience significant medical issues. There were also several maternity leaves. The result, for our relatively small group, was significant utilization of services.

The initial proposal to go forward with the same plan design would result in an 18% increase. Through our broker's advocacy, we received an amended offer of 14%. With the support of our Insurance Advisory Committee (IAC), we asked our broker to pursue a plan design that would result in a rate increase of less than 10%. We received a quote of 9.1% with a modest increase in deductible. Specifically, for individuals, the deductible would shift from \$2000 to \$2500. For families, the deductible would shift from \$4000 to \$5000. The district would still contribute 50% of the deductible amount.

The IAC voted unanimously to approve the shift in plan design for the 9.1% increase.

For dental insurance, our current provider, Altus Dental, agreed that our premium increase for FY18 could not exceed 9%. Were it not for this provision, our rate would have increased more than 30%.

Our IAC unanimously agreed to continue with Altus Dental with a 9% increase.

Superintendent Evans recommended that the Committee support the unanimous recommendations of the IAC for medical and dental insurance.

MR. BURMAN MADE A MOTION SECONDED BY MR. COOPER TO APPROVE THE RECOMMENDATION OF THE INSURANCE ADVISORY COUNCIL (IAC) TO APPROVE THE DISTRICT MEDICAL AND DENTAL INSURANCE PLANS. THE VOTE IN FAVOR OF THE MOTION WAS MR. BURMAN, MR. GAINES, MR. ROSSI, MRS. BUSHELL, MR. CAMEAU, MR. COOPER, MR. EVANS, MRS. FOBES, MR. KAHN, MRS. KNOWLES, MR. FILLEDES AND DR. KANE.

FINANCIAL MATTERS

Information Only

- Non-Salary Financial Expenditure Report (Appendix 2017-38)

Members received the Non-Salary Expenditure Report.

Action Required

- Dental Equipment Bid (Appendix 2017-39)

Superintendent Evans requested support of the Committee to go to a formal bid process for dental equipment for the Dental Assisting Program, should the need arise.

MR. FILLEDES MADE A MOTION, SECONDED BY MR. BURMAN TO GO OUT TO BID FOR DENTAL EQUIPMENT IF NECESSARY. THE VOTE IN FAVOR OF THE MOTION WAS MR. BURMAN, MR. GAINÉ, MR. ROSSI, MRS. BUSHELL, MR. CAMEAU, MR. COOPER, MR. EVANS, MRS. FOBES, MR. KAHN, MRS. KNOWLES, MR. FILLEDES AND DR. KANE.

- Dental Program Construction Bid (Appendix 2017-40)

Superintendent Evans asked for the support of the Committee to go out to bid for a vendor for the construction needed for the Dental Assisting Program. Superintendent Evans explained that it is anticipated the expenditure will exceed \$100K, and therefore will make it necessary to go out to bid.

MR. BURMAN MADE A MOTION SECONDED BY MR. COOPER TO APPROVE THE DISTRICT GOING OUT TO BID FOR DENTAL PROGRAM CONSTRUCTION. THE VOTE IN FAVOR OF THE MOTION WAS MR. BURMAN, MR. GAINÉ, MR. ROSSI, MRS. BUSHELL, MR. CAMEAU, MR. COOPER, MR. EVANS, MRS. FOBES, MR. KAHN, MRS. KNOWLES, MR. FILLEDES AND DR. KANE.

- Budget Transfer Request (Appendix 2017-41)

Superintendent Evans reported that with the help of Mrs. Sharek, we reviewed the FY17 Budget for areas of surplus to meet the needs of the District prior to the end of the fiscal year. Through this process we identified \$375K dollars that will address needs in the areas of technology, benefits, recruitment efforts, and preparation for our new program. Chairman Rossi asked if these areas of surplus were considered in the development of the FY18 Budget. Superintendent Evans explained that they were. However, we will continue to have a need to fund a variety of situations that may or may not occur.

Without a town to go to it is important that we air on the side of caution to insure we meet the needs of our students.

MR. FILLEDES MADE A MOTION SECONDED BY MR. EVANS TO APPROVE A BUDGET TRANSFER TO ALLOW US TO ADDRESS DISTRICT NEEDS WITHIN THE FY17 BUDGET. THE VOTE IN FAVOR OF THE MOTION WAS MR. BURMAN, MR. GAINES, MR. ROSSI, MRS. BUSHELL, MR. CAMEAU, MR. COOPER, MR. EVANS, MRS. FOBES, MR. KAHN, MRS. KNOWLES, MR. FILLEDES AND DR. KANE.

COMMUNICATION

- Senior Activities (Appendix 2017-42)

Superintendent Evans reviewed a list of senior activities. Superintendent Evans reminded members that they are invited and encouraged to attend the Awards Night on May 31st and the breakfast that is served in the East Side Room on the morning of graduation. Graduation is June 3rd at 11:00 AM., Mr. Rossi will be speaking this year.

- June 5, 2017 – Organizational Meeting

Superintendent Evans reminded Committee members that the June 5, 2017 meeting is the School Committee Organizational Meeting.

OLD BUSINESS

NEW BUSINESS

John Evans made a motion that the Committee establish a collection for flowers for one of the members and her family. Superintendent Evans said he would be happy to organize the collection and place an order.

ADJOURNMENT

Mr. Rossi asked for a motion to adjourn.

DR. KANE MADE A MOTION, SECONDED BY MR. GAINES, TO ADJOURN THE MEETING. THE VOTE IN FAVOR OF THE MOTION WAS MR. BURMAN, MR. GAINES, MR. ROSSI, MRS. BUSHELL, MR. CAMEAU, MR. COOPER, MR. EVANS, MRS. FOBES, MR. KAHN, MRS. KNOWLES, MR. FILLEDES AND DR. KANE.

The next meeting is June 5, 2017
The meeting adjourned at 6:50 p.m.

SOUTH MIDDLESEX REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT

School Committee Meeting – May 8, 2017

ACTION SHEET

1. MR. CAMEAU MADE A MOTION, SECONDED BY MRS. KNOWLES, TO APPROVE THE MINUTES OF THE REGULAR MEETING OF APRIL 3, 2017. THE VOTE IN FAVOR OF THE MOTION WAS MR. BURMAN, MR. GAINÉ, MR. ROSSI, MRS. BUSHELL, MR. CAMEAU, MR. COOPER, MR. EVANS, MRS. FOBES, MR. KAHN, MRS. KNOWLES, MR. FILLEDES AND DR. KANE.

2. MR. EVANS MADE A MOTION SECONDED BY MR. GAINÉ TO ACCEPT THE RECOMMENDATION OF THE SUPERINTENDENT EVALUATION SUB-COMMITTEE TO RATE SUPERINTENDENT EVANS A “PROFICIENT” FOR ALL STANDARDS AND AS AN OVERALL RATING. THE VOTE IN FAVOR OF THE MOTION WAS MR. BURMAN, MR. GAINÉ, MR. ROSSI, MRS. BUSHELL, MR. CAMEAU, MR. COOPER, MR. EVANS, MRS. FOBES, MR. KAHN, MRS. KNOWLES, MR. FILLEDES AND DR. KANE.

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10. DR. KANE MADE A MOTION, SECONDED BY MR. GAINES, TO ADJOURN THE MEETING. THE VOTE IN FAVOR OF THE MOTION WAS MR. BURMAN, MR. GAINES, MR. ROSSI, MRS. BUSHELL, MR. CAMEAU, MR. COOPER, MR. EVANS, MRS. FOBES, MR. KAHN, MRS. KNOWLES, MR. FILLEDES AND DR. KANE.