

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

August 29, 2016

MEMBERS PRESENT:

ASHLAND

Ed Burman
Bill Gaine

FRAMINGHAM

John Kahn
AJ Mulvey
Mike Rossi
John Evans
Linda Fobes
Larry Cooper
Myra Bushell

HOPKINTON

Ruth Knowles

HOLLISTON

Barry Sims
Sarah Commerford

NATICK

Tass Filledes
Steve Kane

ALSO PRESENT:

Jonathan Evans

Shannon Snow

Jack Keating

Richard DeAngelis

Elaine O'Toole

Adrienne Bogusky

John Brochu

Mike Dolan

Superintendent-Director

Principal

Treasurer

Legal Counsel

Recording Secretary

Director of Guidance & Admissions

Director of Technical Education

Director of Special Education

New Staff Members

I. APPROVAL OF MINUTES OF REGULAR MEETING OF June 27, 2016

Chairman Rossi asked for a motion to approve the minutes of the regular meeting of June 27, 2016.

MR. FILLEDES MADE A MOTION, SECONDED BY MR. EVANS, TO APPROVE THE MINUTES OF THE REGULAR MEETING OF JUNE 27, 2016. ELEVEN VOTED IN FAVOR OF THE MOTION. MR. GAINES, MR. MULVEY AND DR. KANE ABSTAINED.

II. GUESTS AND VISITORS

A. Introduction of New Staff (Appendix 2016-67)

Superintendent Evans introduced the new staff members and gave a brief overview of their background and credentials.

III. CHAIRMAN'S REPORT

A. OPEB Sub-Committee Report

The OPEB Sub-Committee had a presentation from Bartholomew and Company, the investment company for the OPEB Trust. They reviewed the philosophy, structure, client list, and fee structure. On a quarterly basis the Sub-Committee will receive an update on the balance fund and discuss the strategy for investment. On an annual basis, a representative from Bartholomew and Company will come in and report to the Committee with more detail.

B. Executive Session Review Sub-Committee Report

The Executive Session minutes will be reviewed and a report will be available to the Committee on a semi-annual basis.

C. Superintendent Evaluation Sub-Committee Report

At a meeting to be held August 30, 2016, the Superintendent Evaluation Sub-Committee will review the process from last year and hear Superintendent Evans' recommendations and decide what they would like him to compile for his evaluation in the coming year.

D. Policy Review Sub-Committee Report

The Policy Review Sub-Committee met and reviewed Section I. They will review Section J at their next meeting.

IV. EXECUTIVE SESSION

The Chair asked for a Motion that the Committee go into Executive Session for the purpose described in G.L. c.30A, §21(a)7 to comply with or act under authority of, any general or special law or federal grant-in-aid requirements, to wit, G.L. c.30A, §22(f) (the minutes of any executive session...,may be withheld from disclosure to the public in their entirety....so long as publication may defeat the lawful purposes of the executive session, but no longer); and for the purpose described in G.L. c.30A, §21 (a)(3) to discuss strategy with respect to collective bargaining.

The Chair declares before the executive session that:

1. The purpose(s) of the executive session is as stated in the Agenda for the meeting: (Approval of Minutes of Executive Session of June 27, 2016, Negotiations Update on Secretarial and Custodian Contracts); and
2. That an open meeting would have a detrimental effect upon the bargaining position(s) of the School Committee; and
3. The School Committee will reconvene in open session at the conclusion of the executive session.

This requires a roll call vote of the entire committee.

MR. FILLEDES MADE A MOTION, SECONDED BY MR. MULVEY, TO GO INTO EXECUTIVE SESSION TO APPROVE MINUTES OF THE EXECUTIVE SESSION OF JUNE 27, 2016, FOR NEGOTIATIONS UPDATE AND THEN RECONVENE IN OPEN SESSION AT THE CONCLUSION OF THE EXECUTIVE SESSION. THE VOTE IN FAVOR OF THE MOTION WAS MR. MR. FILLEDES,

MR. GAINES, MR. COOPER, MR. MULVEY, MRS. BUSHELL, MRS. FOBES, MR. EVANS, MR. KAHN, MR. BURMAN, MRS. COMMERFORD, MR. SIMS, DR. KANE, MRS. KNOWLES AND MR. ROSSI.

V. SUPERINTENDENT-DIRECTOR'S REPORT

A. Information Only

1. District Improvement Plan (1st read) (Appendix 2016-68)

Superintendent Evans presented the proposed District Improvement Plan for the 2016-2017 school year. This is a first read. There are four major goal areas that will generate a lot of interest and attention and effort of the District in the coming year.

Goal 1 - Preparation for the NEASC 10-year Decennial Visit. The self-study will begin between the spring of this year and the fall of next year. The NEASC will visit in the spring of 2018.

Goal 2 - Budget Analysis. We will look at different practices within the District including encumbering funds in advance and accurately projecting balances.

Goal 3 - Parent Engagement. We will look into new opportunities for families to enhance their connection to the school. There will be two parent meeting nights (Oct and March). In October, the focus will be on what we do here as opposed to how a child is doing. With an enhanced software program, messages will get out more effectively to parents. Parent/teacher conferences will be held in March. There will be a two-hour period with several minute appointments. Parents will have computer access to sign up. For those families who are unable to access the schedule, we can talk families through getting appointments.

Goal 4 - Post Secondary Connections. Superintendent Evans will connect with local colleges to explore opportunities for our students possibly in the area of early college opportunities or to bridge a connection between our school and some post-secondary schools. Mr. Kahn asked if any thought has been given as to how our graduates are received and how they are benefitting. Superintendent Evans said he will explore a mechanism for reporting sooner how our students are doing.

2. Update on Opening of School

Principal Snow gave an update on the opening of school. Orientation was held on Tuesday for upper class students transferring into Keefe Tech; New Teacher Orientation was held on Wednesday, 185 freshmen attended Freshmen Step-up Day on Thursday. On Friday, we held the first day for all faculty and staff. Over 190 grade nine students were present on the first day of school, which was the highest in recent years. A priority of Principal Snow is to increase cultural proficiency for teachers. A professional development session held last year titled, "Creating Culturally Proficient Classrooms for Students", was so popular that it will be offered again this year. During the summer, the administrative team attended a training session entitled, "Unpacking Cultural Proficiency - Building Diverse Inclusive Learning Environments". They would like to have the presenter of that training session come in and talk to the teachers and staff. One of our goals for this year is increasing the cultural proficiency within the school. We will also utilize restorative justice practices that emphasize repairing the harm that is caused by behaviors. It allows people to sit together and talk about what they did and how it impacted the community. The outcome from this is a stronger community.

B. Action Required

1. Personnel Activity (Appendix 2016-69)

Superintendent Evans asked for approval of Susan Maggioni as an Advisory Board member to the new Legal and Protective Services Program.

MR. FILLEDES MADE A MOTION, SECONDED BY MR. EVANS, TO APPROVE SUSAN MAGGIONI AS AN ADVISORY BOARD MEMBER TO THE LEGAL AND PROTECTIVE SERVICES PROGRAM. THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

2. Vote to Appoint a Member of ACCEPT Collaborative

Superintendent Evans asked for a vote to appoint him as a Board Member of the ACCEPT Collaborative.

MR. GAINЕ MADE A MOTION, SECONDED BY MR. SIMS, TO APPOINT SUPERINTENDENT EVANS AS A BOARD MEMBER OF THE ACCEPT COLLABORATIVE. THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

VI. FINANCIAL MATTERS

A. Information Only

1. Non-Salary Financial Expenditure Report (Appendix 2016-70)

Members received the Monthly Budget Report Highlights and the Non-Salary Financial Expenditure Report for September 2016.

B. Action Required

1. Vote to Establish a STEM Revolving Fund (Appendix 2016-71)

Superintendent Evans informed the Committee that Keefe has received a gift of \$25,000 from the Herb and Maxine Jacobs Foundation to be used for the STEM program. He recommended that a motion be made to accept the funds and to establish a STEM revolving account that would use these funds as indicated in a letter dated August 11, 2016. Attorney DeAngelis stated the statute stipulates it must be mentioned the purpose(s) for which a grant is given. Superintendent Evans will follow up with the Jacobs Foundation to review stipulations and recognition for this donation.

MR. FILLEDES MADE A MOTION, SECONDED BY MR. GAINЕ, TO ACCEPT \$25,000 FROM THE HERB AND MAXINE JACOBS FOUNDATION AND TO ESTABLISH A STEM REVOLVING ACCOUNT THAT WOULD USE THIS MONEY AS INDICATED IN A LETTER FROM THEIR ATTORNEY DATED AUGUST 11, 2016. THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

VII. COMMUNICATION

A. Information Only

1. Staff Return Letters (Appendix 2016-73)

Members received copies of letters to the faculty, staff, and new teachers from

Superintendent Evans and Principal Snow welcoming them back.

2. Fall Continuing Education Brochure

The Fall Continuing Education Brochure was available for the Committee members.

3. Massachusetts General Laws 2016

The Massachusetts General Laws 2016 was available for the Committee members.

VIII. OLD BUSINESS

There was no old business to report.

IX. NEW BUSINESS

There was no new business to report.

X. ADJOURNMENT

Chairman Rossi asked for a motion to adjourn.

MR. FILLEDES MADE A MOTION, SECONDED BY MR. BURMAN, TO ADJOURN THE MEETING. THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

The meeting adjourned at 8:10 p.m.

SOUTH MIDDLESEX REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT

School Committee Meeting - August 29, 2016

ACTION SHEET

1. MR. FILLEDES MADE A MOTION, SECONDED BY MR. EVANS, TO APPROVE THE MINUTES OF THE REGULAR MEETING OF JUNE 27, 2016. ELEVEN VOTED IN FAVOR OF THE MOTION. MR. GAINES, MR. MULVEY AND DR. KANE ABSTAINED.

2. MR. FILLEDES MADE A MOTION, SECONDED BY MR. MULVEY, TO GO INTO EXECUTIVE SESSION TO APPROVE MINUTES OF THE EXECUTIVE SESSION OF JUNE 27, 2016, FOR NEGOTIATIONS UPDATE AND THEN RECONVENE IN OPEN SESSION AT THE CONCLUSION OF THE EXECUTIVE SESSION. THE VOTE IN FAVOR OF THE MOTION WAS MR. MR. FILLEDES, MR. GAINES, MR. COOPER, MR. MULVEY, MRS. BUSHELL, MRS. FOBES, MR. EVANS, MR. KAHN, MR. BURMAN, MRS. COMMERFORD, MR. SIMS, DR. KANE, MRS. KNOWLES AND MR. ROSSI.

3. MR. FILLEDES MADE A MOTION, SECONDED BY MR. EVANS, TO APPROVE SUSAN MAGGIONI AS AN ADVISORY BOARD MEMBER TO THE LEGAL AND PROTECTIVE SERVICES PROGRAM. THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

4. MR. GAINES MADE A MOTION, SECONDED BY MR. SIMS, TO APPOINT SUPERINTENDENT EVANS AS A BOARD MEMBER OF THE ACCEPT COLLABORATIVE. THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

5. MR. FILLEDES MADE A MOTION, SECONDED BY MR. GAINES, TO ACCEPT \$25,000 FROM THE HERB AND MAXINE JACOBS FOUNDATION AND TO ESTABLISH A STEM REVOLVING ACCOUNT THAT WOULD USE THESE FUNDS AS INDICATED IN A LETTER FROM THEIR ATTORNEY DATED AUGUST 11, 2016. THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.

6. MR. FILLEDES MADE A MOTION, SECONDED BY MR. BURMAN, TO ADJOURN THE MEETING. THE VOTE IN FAVOR OF THE MOTION WAS UNANIMOUS.