

Executive Team Meeting

February 24, 2016

1:00 pm

Superintendent's Conference Room

Attendees: Kevin Mahoney, Bill Blake, Jack Dillon, Annamaria Schrimpf, Amy Perreault, Steve Sharek, Carol Cohen, Ed Bouquillon, Michelle Roche, George Clement

Meeting called by: Scheduled Weekly **Type of meeting:** Administration

Facilitator: Edward Bouquillon **Note taker:** Jaculen Maglio

Minutes

Agenda item: Review Minutes of Meeting **Presenter:**

Discussion:

Conclusions: Approved

Action items	Person responsible	Deadline
✓ Post to website	Jaculen Maglio	

Agenda item: Status of Town Meeting Votes on the Revised Regional Agreement **Presenter:** Steve Sharek

Discussion: 14 towns have voted yes on the Regional Agreement. 4 towns voted to withdraw.

Conclusions: Approved the Regional Agreement: Acton, Arlington, Belmont, Bolton, Carlisle, Concord, Dover, Lancaster, Lexington, Lincoln, Needham, Stow, Sudbury, Wayland

Leaving the district: Sudbury, Lincoln, Carlisle, Wayland

Action items	Person responsible	Deadline
✓		

Agenda item: Agenda for March 1st School Committee Meeting **Presenter:** Steve Sharek

Discussion: Major item is that the School Committee is voting to bond for the project.

Conclusions: If all towns agree on Regional Agreement, it will then go to DESE. We now have 10 towns that are more committed.

Action items	Person responsible	Deadline
✓ Watch a town meeting online		

Agenda item: Update on Workforce Skills Cabinet Equipment Grant **Presenter:** Steve Sharek

Discussion: We are invited to the State House tomorrow where they are announcing \$9.3 million in grants. We applied for \$500,000. We had 10 letters of support for this grant.

Conclusions: Kyle Romano's area needs to be cleared for equipment installation. Look hard at our partnerships with community colleges.

Action items	Person responsible	Deadline
✓ Meet to discuss how we are going to accelerate the grant.	Steve Sharek	
✓ Coordinate with our community colleges		

Agenda item: Educational Technology, SurveyMonkey **Presenter:** Annamaria Schrimpf

Discussion: Survey to align with an academy, how to prioritize in common planning time. List shops in each academy. Change wording on question 2 example: Equally excited about each academy. Program area should be in a drop box.

Conclusions: Take question 3 out.

Action items	Person responsible	Deadline
✓ Send another survey out.	Annamaria Schrimpf	

Agenda item: Education Technology, Security in the Evening **Presenter:** Annamaria Schrimpf

Discussion: Security is needed from 4-7:30 pm to answer phones and know who's in the building. Night school needs same rigor as during the day time.

Conclusions: Welcome Center security guard will have access to all cameras so he/she can see who's in the building. All afterschool activities must be logged in FS Direct, this includes clubs and sports. Security guard must survey the building every evening and know what's on the agenda for the evening.

Action items	Person responsible	Deadline
✓ Additional 15 camera's being installed	Annamaria Schrimpf	3/11/2016
✓ Username and Password to security guard	Annamaria Schrimpf	When hired

Agenda item: CTE Update **Presenter:** Michelle Roche

Discussion:

- 1) 62 SkillsUSA students are at competition today.
- 2) Girls in Trade Conference and Career Fair March 30th, IBEW Local 103, Dorchester.
- 3) Minister of Education from Thailand coming to Minuteman March 1st. Minuteman has been recommended by Project Lead the Way.

Conclusions: Minister and his team will meet with Girls in STEM

Action items	Person responsible	Deadline
✓ Banner needed for Girls in Trade	George Clement	

Other Information

- 1) Electronic Engineering Technology Open House on March 3, 2016 at UML. Juniors in Telecom, Engineering & Robotics will be going.
- 2) Ed will ask the School Committee to approve the recommendation to appoint Amy Perreault as Special Education Director at the March 1st meeting.

Meeting Adjourned: 2:09

Special notes: