

Agenda item: Memorandum of Understanding with
(1) Hanscom AFB (2) Town of Concord

Presenter: Steve Sharek

Discussion: Minuteman is formalizing an emerging partnership with Hanscom Air Force Base. A Memorandum of Understanding (MOU) with Hanscom has been drafted. Hanscom holds their annual jobs fair at Minuteman along with other involvement with Minuteman. Jack asked Steve about ROTC with Hanscom, Steve recommended that Jack contact Adam Freudberg at Hanscom. An MOU for the town of Concord has also been drafted. It gives Minuteman the right to Concord's athletic fields in exchange for projects that our students can do in Concord

Conclusions: Kevin mentioned that Concord may want a certificate of insurance.

Action items

Agenda item: Grant Applications
(1) Mass Skills Capital Grant Program
(2) Hypertherm Plasma Cutter

Presenter: Steve Sharek

Discussion: We will be resubmitting a grant for Welding and to purchase a robotic arm for Advanced Manufacturing. Proposal will be submitted by March 21st. We applied for a \$2,000 hypertherm plasma cutter for Welding.

Conclusions:

Action items

Other Information

Allison Salisbury

- Allison asked the team what the protocol should be if the first session afterschool program is cancelled due to the weather. The second session afterschool program starts right up the following week, so a makeup class will be difficult. Kevin suggested issuing a refund check for the class that was cancelled.

Steve Sharek

- Recognized the hard work that Maryanne Ham, Allison Salisbury and Michelle Roche are doing and have done in getting postsecondary programs started at Minuteman. They have done a heck of a job going from nothing to 90 miles an hour. Great job!

Meeting Adjourned: 1:52 pm