

OPEN SESSION MINUTES
MINUTEMAN REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT
REGULAR SCHOOL COMMITTEE MEETING
MARCH 24, 2015 PM 7:00 PM
PAUL REVERE ROOM, MINUTEMAN HIGH SCHOOL

Present:

Jeff Stulin, Chair (Needham)	Kemon Taschioglou (Lincoln)
Carrie Flood, V.Chair (Concord) (arrived 7:26 PM)	Dave Horton (Lexington)
Nancy Banks, Secretary (Acton)	Jack Weis (Belmont)
Alice DeLuca (Stow)	
Cheryl Mahoney (Boxborough)	

Absent: Sue Sheffler (Arlington), Dave O'Connor (Bolton), Judy Taylor (Carlisle), Ford Spalding (Dover), Dan Mazzola (Lancaster), Dave Manjarrez (Sudbury), Doug Gillespie (Weston), Mary Ellen Castagno (Wayland)

Also Absent: Ed Bouquillon, Christina Laskey

Also Present: Kevin Mahoney Jack Dillon, Elizabeth Rozan, Nancy Pierce, Carole Melone, Connie Maynard,

1. CALL TO ORDER: OPEN SESSION

A quorum of 9 did not assemble. The Chair noted that the Superintendent and two School Committee members were presenting in Carlisle, and one member was on the way. He determined that those present could share information as outlined on the agenda, but no votes would be taken.

2. PUBLIC COMMENT

There was no public comment, but a member shared information that a student from her community is now thriving in a graphic design program.

3. STUDENT REPORT

Christina Laskey was not present. Interim Principal Dillon read her prepared statement, which addressed activities related to Habitat for Humanity, statewide Skills USA competition, the recent Future Farmers of America Convention, the Basketball Team's recent accomplishments, students of the term, and March as Women's History Month. The full report can be found as Attachment A. A question about Minuteman students rehabbing houses was raised, and Mr. Dillon agreed to follow up on the matter.

4. CHAIR'S REPORT

The Chair had nothing to report. Mr. Horton, however, extended thanks to Kemon Taschioglou, whose term representing Lincoln was finishing up at the end of March. He thanked him both personally and professionally for his years of service on the Minuteman School Committee. Mr. Taschioglou noted that it has been an honor and a privilege to serve, and while he will miss Minuteman, he will continue to remain active in town government.

5. SUPERINTENDENT'S REPORT

a. General Communications Update

Mr. Mahoney, sitting in for Dr. Bouquillon, reported that a number of meetings have been held with local officials related to the budget, the education plan, the state regulations, the regional agreement update and the school building project. Additionally, he referred to the distributed 2015 Town Meeting schedule. He noted that Lincoln's Town Meeting is Saturday, and that their intention is to recommend a passing over of the Regional Amendment vote. He pointed out that Dr. Bouquillon has prepared information in the form of a post card and letters to the editor, which were previewed by the Office of Campaign and Political Finance. With regard to Wayland, the administration was informed that they did not place the article related to the Regional Agreement on the warrant, despite being requested to do so, since they voted against it last year and there were no changes to either the article or their position. It was pointed out that if there is a request, the town must do so. Their justification was discussed, as was Minuteman's counsel's opinion, and that they could be in violation of the law. Wayland did place on their warrant

an article to withdraw from the District, as did Boxborough and Dover. Timing, votes required, how other towns would respond to the request to withdraw were discussed. Mr. Mahoney also referenced a list of recent articles in many local papers about the Regional Agreement and the Building Project. Materials referenced in his report can be found as Attachment B.

[Carrie Flood arrived at 7:26 PM; a quorum was still not present.]

b. Update on Principal Search Process

Mr. Mahoney updated the School Committee on the search for a Permanent Principal. He reported that there were 34 candidates, 14 were considered eligible, based on licensure and experience, 9 were invited to interview, and 6 were still interested. The 6 semifinalists will be interviewed on 3.30 and 4.1.15 by a Search Committee of 18 people, comprised of faculty, staff, a School Committee member, and a parent. These 6 will be narrowed down to 2-4 people, who will meet with students and staff on 4.16 and 4.28. The Superintendent hopes to finalize the selection by the end of April.

c. Update on the Progress of Establishing a 501c3

Mr. Mahoney provided a status report on establishing a 501c3. He reminded the Committee that at the November 18, 2014 School Committee meeting, a member of the General Advisory Committee read a letter from Chris Bateman, Chair of the General Advisory Committee, in support of establishing this at Minuteman. Members of the School Committee had shared their experience with such organizations, and urged careful consideration of the purpose and structure, and the need to avoid commingling funds. The rules, priorities, and successful organizations had been discussed. He explained that after the November meeting, he investigated financial details, and he and the Superintendent agreed to move forward with drafting articles of incorporation, and bylaws so that these could be filed to establish the organization. He explained that these documents have been drafted and are currently being reviewed, and once finalized, the initial board will set up a meeting and will approve the bylaws, will authorize the filing of the documents, will authorize the treasurer to establish a bank account, and will authorize the initial election of other officers. Mr. Bateman is also in the process of reaching out to Community Foundation of North Central Massachusetts to inquire about options for affiliation. Mr. Mahoney noted that no vote of the School Committee is required, but would like assurance that there is no objection to moving forward.

Concern was raised about thinking carefully about how this organization would run, and the oversight and control of funds. It was pointed out that great things are happening on the General Advisory Board, with an offer of seed money. The School Committee's role, the need to exercise caution, the independence of such an organization, staff involvement, and how it should operate properly were issues discussed. It was agreed that it would be wise to have the School Committee review the documents to be informed before any definitive action is taken.

d. Overnight Field Trip: Skills USA State Leadership Conference

This item was tabled until the next meeting, due to the lack of a quorum.

6. ASSISTANT SUPERINTENDENT REPORT

a. Contract Renewal Update: Auditor Contract

Mr. Mahoney explained that the FY 12-15 contract with Melanson Health was \$33,000/year. He reported that they outlined fees for a contract extension as follows: 1 year, \$31,000; 3 year, \$30,000, 31,000, and 32,000. He explained that the reduction in cost was due to improvements made, and that there would be a supplemental fee for the separate audit of the student accounts. He noted that their bid is comparatively in range with others he reviewed. He thought no vote was needed, but the strong sense of the Committee was to continue with Melanson Health. To the question of whether it could be assumed that the fee would continue to decrease as further improvements are made, he was not able to project that assumption.

b. Retirement Board Update: Cost of Living (COLA) Notice

Mr. Mahoney explained that the Retirement Board will consider at its April, 2015 meeting whether to increase the COLA up to 3% on the 1st \$13,000 of the retirement allowance for eligible retirees of the system, and that as part of this process, the School Committee must be notified. Concern was raised that there was no justification for this, as the Cost of Living has gone down, that pension systems are often in the spotlight for overspending, and that this would be the appropriate year to draw the line. Mr. Mahoney explained that it was based on the 1st \$13,000, and that it would amount to approximately \$390/retiree (of which there about 30). He also emphasized that Minuteman's Retirement Board is 89% funded, the highest in the Commonwealth, and that this COLA amount is modest. Equity

with the teachers, the average retirement allowance, legislative action, what the amount would be if it were not 3%, and the data on the long term impact on elderly widows were issues raised.

c. FY 15 Budget Update: Revision to the FY 16 Revenue Plan and Town Assessments

Mr. Mahoney explained that a vote was needed to recertify the FY 16 Revenue Plan and Town Assessments, adjusted due to the Ch. 70 and Regional Transportation reimbursement numbers in the recently released Governor's state budget. He pointed out that the Towns did receive the assessments. It was agreed that he would bring this up at the next Finance Subcommittee meeting on 3.31.15, and bring it back at the 4.14.15 School Committee meeting for a vote.

7. SCHOOL BUILDING REPORT

a. Update on Community Presentations

In the absence of Ford Spalding, Ms. Banks reported that meetings have been set up in all the towns, except for Wayland. A schedule can be found as Attachment C. She pointed out that these meetings are an opportunity to get publicity on the building project. She noted that efforts have been made to follow up with Ms. Castagno, and this is still pending. Ms. Banks also pointed out that staff has been doing a great job with these presentations. It was pointed out that amazing things are going on at Minuteman, despite the limitations of the building, and that the community presentations provide a good platform for showcasing them. Ms. Flood added that the Regional Agreement Advisory Group is also meeting to discuss the lack of progress in Wayland.

8. SUBCOMMITTEE REPORTS

a. Superintendent's Negotiation and Evaluation Subcommittee

Superintendent's Progress Report #2 March 24, 2015

On behalf of the Subcommittee, Mr. Horton called attention to the report included in the packet. He noted that it includes qualitative and quantitative analysis of progress made on goals. He asked that people review it and send any comments to Ms. Rozan. He explained that the Subcommittee will review and prepare the evaluation for May.

b. School Committee Self-Evaluation Subcommittee

Mr. Horton also gave an update on the discussions he's had with MASC. It was determined that a 2 hour workshop, *Protocols and Best Practices for Effective School Committee Meetings*, offered by Dorothy Presser, would be the best option for School Committee members at this point. Two dates were suggested: Tuesday May 12 or Tuesday May 26, from 7-9 pm, and Ms. Rozan will be sending out an email to poll the Committee. Ms. Presser's effectiveness as a workshop leader was commended.

c. Policy Task Force

The policies were tabled until the April meeting.

9. SECRETARY'S REPORT

The minutes were tabled until the April meeting.

10. ADJOURNMENT

The meeting was adjourned at 8:20 PM.

Respectfully submitted,

Elizabeth Rozan
District Assistant

Nancy Banks
Secretary

ATTACHMENTS TO THE MINUTES OF 3.24.15

- A. March 24, 2015 Student Report
- B. Superintendent's Report Materials
- C. Schedule of Community Presentations