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MINUTEMAN REGIONAL HS

NEW ENGLAND ASSOCIATION OF SCHOOLS & COLLEGES, INC.
COMMISSION ON PUBLIC SCHOOLS

November 30, 2012

Edward A. Bouquillon
Superintendent/Director
Minuteman Career & Technical High School
758 Marrett Road
Lexington, MA 02421

Dear Dr. Bouquillon:

I write to inform you of deliberations of the Commission on Public Schools Committee on Technical and Career Institutions at its meeting on November 19-20, 2012, at which time the Committee reviewed the Staff Visit Report dated October 9, 2012, (enclosed) submitted on behalf of Minuteman Career & Technical High School. The Committee voted to place the school on Warning, without change in membership status, with continued annual visits by a Committee representative at the beginning of each school year to monitor progress on the planned facility renovation project. The Committee's decision to continue accreditation confirms compliance with accreditation standards and does not require further action by the New England Association of Schools and Colleges Board of Trustees.

Warning is a Committee action that signifies a school is deficient in meeting one or more of the Standards of Membership to an extent that gives concern to the Committee. A warning does not affect the accredited status of the institution. The school shall respond to the Committee's concerns within a reasonable time as established by the Committee.

It is important to note that the decision to place Minuteman Career & Technical High School on Warning relates only to Standard 10: Facilities. The Committee does not detect any issues relative to its other eleven standards that address academic programs, career and technical programs, school climate, media services, staffing, finance, administration, etc. The Committee does strongly believe that the excellent career and technical programs offered and new programs that may be proposed should be conducted in a renovated, modern facility reflective of industry standards. The Committee views the Standard 10: Facilities issues to be serious and must be addressed by the school. Failure to properly address these building needs in a timely manner could ultimately result in the loss of the school's accreditation, which it has continuously maintained since 1978.

As indicated in the Committee's last letter of notification dated November 10, 2011, the Minuteman Career & Technical High School staff and administration should prepare for the Committee's mandated fifth-year focused visit in the Spring 2014. The Committee will be particularly interested in the school's

progress towards addressing Standard 10: Facilities in the report to be provided by the school. The focused visit report is due in the Committee office by January 15, 2014, but no later than 30 days prior to the evaluation. The Committee document *Focused Visit Guide for Superintendent/Principal/Director and Staff* is enclosed for your information. Should you have questions about this review procedure, do not hesitate to contact this office. The Committee holds focused visit workshops, at which time a complete Focused Visit Guide will be provided, including a sample report. You can anticipate receiving an invitation to a workshop in 2013.

At the present time, the cost for a focused visit is calculated at half your institution's dues at the time of the visit. As for any visiting team, the institution will assume all costs in support of the focused visit. The visiting team will consist of no more than 3 or 4 people and last 2 ½ days.

We sincerely hope that our continuing accreditation relationship with Minuteman Career & Technical High School assists in improving your school's ability to serve its students and its region with strong and effective technical education programming.

Sincerely,



Paul Bento
Deputy Director of the Commission

PB/co
Enclosure

c: Janet Allison, Director of the Commission
James J. Brosnan, Committee Chair