



## **MINUTEMAN SCHOOL COMMITTEE** **Subcommittees, Task Forces and Liaisons 2022-2023**

### **1. Budget Subcommittee / Finance Committee (Budget and Warrant Review)**

*Steve Ledoux, Chair; Judy Crocker and Michael Ruderman*

This Subcommittee will focus on the review and understanding of the annual budget and non-budget accounts, ensure that items from annual audit are addressed, review recommendations on Policy Section D (Fiscal Management), examine per-student costs, develop opinions as directed by the School Committee on financial matters impacting the school, including OPEB, and will act as the Warrant Committee for the District. The Budget Subcommittee/Finance Committee will report to School Committee as appropriate.

### **2. Minuteman Faculty Association (MFA) Negotiations Subcommittee**

*Steve Ledoux, Michael Ruderman and Jeff Stulin*

This Subcommittee works with the Superintendent and administration to negotiate with the Minuteman Faculty Association on behalf of the full School Committee in order to develop a contract that can be endorsed by the School Committee, Minuteman Faculty Association and the administration.

### **3. Policy Subcommittee**

*Alice Deluca, Chair and Judy Crocker*

Working with the administration, develop and implement a new system designed to review all policies within a five-year cycle, reviewed by the subcommittee and recommended for school committee review. Policies will be taken in order as recommended by the administration to provide effective management of the District, but will also include any and all policies brought forward by subcommittees or the Committee, which has final authority over policy.

### **4. Superintendent Negotiations & Evaluation / School Committee Evaluation Subcommittee**

*Pam Nourse, Judy Crocker and Ford Spalding*

This Subcommittee will ensure that the annual evaluation of the Superintendent follows the Department of Elementary and Secondary Education process. It will also open negotiations for a successor contract with the Superintendent.

## **5. School Building Committee**

*Ford Spalding, Chair*

The School Building Committee is responsible for the completion of the school building projects including the District/MSBA project, Athletic Complex, North and East Building projects.

## **6. Communications, Access and Admissions Subcommittee**

*Jeff Stulin, Chair, Pam Nourse and Alice DeLuca*

The goals of the Minuteman CAA Subcommittee are to work with the Minuteman administration to:

1. Develop a detailed plan to grow the capacity of Minuteman.
2. Identify member towns who are under-enrolled and support increased enrollment strategies in those communities.
3. Continue to recruit students that reflect the diversity of Minuteman member town communities.
4. Review and revise as necessary the admissions and slot allocation policies.
5. Explore opportunities associated with expanding the district.
6. Develop strategies regarding the possibility of a large in-district student waiting list.

## **TASK FORCES AND LIAISONS**

### **1. General Advisory Board Liaison**

*TBD*

The General Advisory Board (GAB), a group of approximately 30 people, is comprised of chairs representing the various CVTE program areas within the program Advisory Committee. The School Committee liaison to the General Advisory Board would attend the General Advisory Board meetings and is welcome to attend any program meeting as well. The School Committee liaison is an observer to convey summaries of activities to the full School Committee, but is not an active participant, nor voting member, of the General Advisory Committee.

### **2. Transition Taskforce**

*Ford Spaulding, Chair; Alice Deluca; Pam Nourse, Jeff Stulin*

The Transition Taskforce will assist the Superintendent on transition related issues.

### **3. Strategic Planning**

*Ford Spalding, Chair; Alice Deluca and Pam Nourse*

The Strategic Planning Committee will focus on succession planning, identifying District, administration, faculty and School Committee priorities.