

SHAWSHEEN VALLEY REGIONAL VOCATIONAL/TECHNICAL SCHOOL DISTRICT

School Committee Meeting

January 24, 2023

M I N U T E S

Meeting called to order by Chairman Fusco at 7:03 p.m. with Superintendent-Director McIntosh and the following members present: Ms. Asbedian, Ms. Bartolone, Mrs. Gillis, Ms. Kim, Ms. Lawson, Mrs. Meuse and Messrs. Fiore, Moffatt and O'Donnell.

Also in attendance were Ms. Jenna Lesko, Business Manager; Mr. Jeff Albert, Director of Support Services; Ms. Hallie Larocque, Director of Data, Assessment & Admissions; and Eli Ober and Skyla Doyle, Student Representatives.

The meeting began with the Pledge of Allegiance.

Student Representative Report

Eli reported on the Robotics Club and the success they are having this year and then updated on topics discussed in the student cabinet meeting. Skyla talked about some of the winter sports, with Boys Varsity/JV Varsity Basketball both at 5-5 and freshmen at 10-1. National Honor Society elected their officers for the upcoming year.

Public Comment

There was no public comment.

Updates

Jeff Albert, Director of Support Services talked about his first three years here at Shawsheen and the changes that have been made in this area, since coming to Shawsheen at the start of Covid. He is very grateful for the support of the school committee and the very talented staff which includes special education teachers, paraprofessionals, the school psychologist and adjustment counselors. He gave a breakdown of the students that are served by his department by class and sending community. Mr. Albert then talked about upcoming SEPAC meetings, professional development for the staff relating to autism spectrum disorders, and the BCBA (Board Certified Behavior Analyst) currently contracted by Shawsheen. This position was funded by a grant for the remainder of the year and she will look at student needs holistically with support for parents and teachers that are facing challenges with students.

Hallie Larocque, Director of Data, Assessment & Admissions began her presentation with her background, having specialized more in the Data and Assessment piece, and how she is looking to bring more of that to Shawsheen. She also talked about MCAS and the huge support system here at Shawsheen, as well as her role this year. Ms. Larocque talked about Admissions and her use of social media and PR to get the word out about Shawsheen. She reported that Project Explore is the best tool that we have in getting students from the five towns to apply here, as evidenced by her interviews with students.

Approval of Bills and Payroll

Mr. Fusco, as Chair, has signed the warrants electronically after all members of the Committee had looked through them.

Legal Bills

Motion made by Mrs. Meuse, seconded by Ms. Kim, to approve the following payment for legal invoices, as presented:

Howard Greenspan	01/03/2023	\$1,320.00
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Motion carried unanimously.

Motion made by Mrs. Meuse, seconded by Mr. Moffatt, to approve the following payment for legal invoices, as presented:

Nuttall, MacAvoy	01/11/2023	\$ 451.50
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Motion carried unanimously.

Approval of Minutes

Motion made by Mrs. Gillis, seconded by Ms. Lawson, to approve the Minutes of December 20, 2022 as written. Motion carried unanimously.

Motion made by Mrs. Gillis, seconded by Ms. Asbedian, to approve the Minutes of January 10, 2023. Motion carried 9-0-1, with Mrs. Meuse abstaining.

Business Manager Report

Ms. Lesko began her report by updating the committee on the status of the operating budget process. She has received all requests from administrators and teaching staff and is working to consolidate all the requests into a format similar to the capital budget. She has been working closely with the Superintendent on the budget but cannot complete this without the numbers from the State which may be delayed this year with a new Governor in office. Once they have these numbers, and are able to complete the first draft, she would like to have a Budget Subcommittee meeting to approve. The first Finance Committee has been scheduled for March 2, which may also have to be delayed. Ms. Lesko will let all Committee members know when finance committee meetings/town meeting dates have been scheduled for each town.

Superintendent's Report

Mr. McIntosh began his report by updating the Committee on incoming applications with over 385 received as of today with a small bump after the open house in January, which is down from last year. Enrollment in eighth grade in some towns is down which may account for the lower number.

There are currently 215 students out on Co-op which is seventy-five percent of the senior class. Mr. McIntosh went through the breakdown of students out on co-op by town as well as the amount of money earned by these students, with close to \$1 million earned by these students during the past year.

Project Explore has begun, with Billerica currently finishing up their 3-week cycle. The remaining towns will begin the next two three-week cycles next week. The Bedford eighth grade students toured Shawsheen on January 11, with 217 students and staff participating. A follow-up survey was completed with positive feedback.

Mr. McIntosh updated the Committee on the preliminary staffing requests for 2023-2024. With four retiring at the end of this year, those positions will be filled first. Additional positions in Guidance, Support Services and Science are being considered but there are other positions which are currently ESSR grant-funded – which ends at the end of 2024 – which will have to be looked at as well.

Subcommittee Reports

Ms. Kim, as Chair of the **Policy Subcommittee**, reported that the group met on January 4 with Dorothy Presser of MASC to begin the process of updating Shawsheen’s Policy Manual. Ms. Presser began with Section A, bringing Shawsheen’s current policy with the corresponding MASC Policy, and the subcommittee was able to approve all except for one item, and will bring these to the full committee for approval once each section is completed.

New Business

VOTE AND RELEASE
EXECUTIVE
MINUTES

Motion made by Mrs. Meuse, seconded by Mrs. Gillis, to approve and release the Executive Session Minutes of March 22, 2022. Motion carried 9-0-1 with Ms. Lawson abstaining.

Motion made by Ms. Kim, seconded by Ms. Bartolone, to approve and release the Executive Session Minutes of April 26, 2022. Motion carried 9-0-1 with Ms. Lawson abstaining.

Motion made by Mrs. Gillis, seconded by Mrs. Meuse, to approve and release the Executive Session Minutes of May 24, 2022. Motion carried unanimously.

Motion made by Mrs. Gillis, seconded by Ms. Lawson, to approve and release the Executive Session Minutes of June 26, 2022. Motion carried 9-0-1 with Ms. Kim abstaining.

Motion made by Mrs. Meuse, seconded by Ms. Asbedian, to approve and release the Executive Session Minutes of September 27, 2022. Motion carried unanimously.

Motion made by Mrs. Gillis, seconded by Ms. Asbedian, to approve and release the Executive Session Minutes of January 10, 2023. Motion carried 9-0-1 with Mrs. Meuse abstaining.

VOTE MEDICATION
DELEGATION FOR
FIELD TRIPS

Motion made Mrs. Meuse, seconded by Mrs. Gillis, to support Massachusetts Department of Public Health Regulations 105 CMR210.000 governing the administration of epinephrine or prescription medication in a life-threatening situation as instructed by the School Nurse and to report such to the MDPM. Motion carried unanimously.

VOTE FEE INCREASE,
NUTTALL, MACAVOY
& JOYCE

Motion made by Mrs. Meuse, seconded by Mrs. Gillis to approve the fee increase by Nuttall, MacAvoy and Joyce, legal counsel, as requested. Motion carried unanimously.

REQUEST TO INITIATE
CLERICAL UNION
CONTRACT
NEGOTIATIONS

Motion made by Mrs. Meuse, seconded by Mr. Moffatt, to approve the request to initiate clerical union contract negotiations. Motion carried unanimously.

Future Agenda Items

1. Proposed Evaluation Tool for Superintendent evaluation.
2. Process for Upcoming SOI to the MSBA

Motion made by Mrs. Gillis, seconded by Ms. Bartolone, to adjourn at 9:07 p.m. Motion carried unanimously.

Respectfully submitted,

Karen Faiola
Recording Secretary

Cheryl Bartolone
Secretary