

## SHAWSHEEN VALLEY REGIONAL VOCATIONAL/TECHNICAL SCHOOL DISTRICT

School Committee Meeting

September 27, 2022

## M I N U T E S

Meeting called to order by Chairman Fusco at 7:02 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, and Ms. Dorothy Presser of the Massachusetts Association of School Committees.

The meeting began with the Pledge of Allegiance.

Public Comment

There was no public comment.

MASC Policy Manual Update

Ms. Dorothy Presser, of the Massachusetts Association of School Committees (MASC), was invited to the meeting to explain the process of having MASC undertake a complete update of Shawsheen's Policy Manual. After discussion of the process and costs,

Motion made by Mrs. Gillis, seconded by Mr. O'Donnell, to authorize MASC to update Shawsheen's Policy Manual.  
Motion carried unanimously.

LEGAL BILLS

Motion made by Mrs. Meuse, seconded by Mrs. Gillis, to approve the following payments for legal invoices, as presented:

Howard Greenspan	07/01/2022	\$3,465.00
Howard Greenspan	08/01/2022	\$1,265.00
Howard Greenspan	09/01/2022	\$1,540.00

Motion carried unanimously.

Mr. Moffatt would like to have the Policy Subcommittee and the Budget Subcommittee meet to come up with a policy regarding signing warrants electronically going forward. Once a policy is approved by the Policy Subcommittee it will come to the full Committee for approval.

Approval of Minutes

Motion made by Mrs. Meuse, seconded by Mr. Fiore, to approve the Minutes of June 21, 2022 as written. Motion carried 8 – 0 – 2, with Ms. Kim and Mr. Fiore abstaining.

Motion made by Mrs. Gillis, seconded by Mr. Fiore, to approve the Minutes of July 8, 2022, as amended. Motion carried 8 – 0 – 2, with Ms. Bartolone and Mrs. Meuse abstaining.

Correspondence

A thank-you card from the family of Camille Lloyd, retired Cosmetology Instructor, for flowers sent upon her passing.

A thank-you card from the family of Ray Morneau, former Masonry Instructor, for flowers sent upon his passing.

A letter from Howard Greenspan, Attorney which included the opinion from the Office of the Attorney General which found that the Shawsheen School Council did not violate the Open Meeting Law, after a complaint filed by Ms. Debbie Barnes alleging that the Council failed to offer a public remote access option for a meeting held on December 1, 2021. This ruling vindicates the position of the School Council.

Business Manager Report

Ms. Jenna Lesko, Business Manager, gave a capital budget update on projects that have been completed and those still in process. She also updated the Committee on the staffing changes that have taken place in the Business Office due to a resignation. As a result of these staff moves, she now has a cohesive department that is cross-trained on all aspects of the Business Office procedures. Ms. Pauline Vacca, a long-time cafeteria employee, has assumed the role of School Nutrition Director.

Superintendent's Report

Mr. McIntosh presented a PowerPoint with talking points about his first months in the position of Superintendent-Director. He talked about the nine new hires for this year with one administrator position still open. Mr. McIntosh has been meeting with members of each department within the building (i.e., clerical staff, business office, maintenance, academic departments) and hopes to meet with all vocational shops in the near future. He has met with each class at their assemblies and parents at the Meet and Greet event, and all feedback has been positive to date. Mr. McIntosh updated the Committee on enrollment numbers and SkillsUSA awards from Nationals in Atlanta in June. Shawsheen's co-op numbers are impressive with 138 seniors currently out on co-op, with more going out every day, working with 109 local employers. Since the spring, these students have earned over \$290,000 which helps the local economies.

Mr. McIntosh has been working on his entry plan which he will present at the October meeting. He also plans to invite administrators to future school committee meetings to discuss their roles and plans for this school year. The Principal is currently interviewing students to be the representative to the school committee and will have a student at the October meeting.

Subcommittee Reports

Ms. Kim, as Chair of the **Policy Subcommittee**, reported that the Sub-Committee met on September 14, 2022 to discuss a number of policies that the Subcommittee is looking to amend. For tonight's meeting and included in the Packet was Policy IJNDD / Policy on Facebook and Social Networking Web Sites for a first read. After discussion of the changes that the Committee would like to see in this policy,

Motion made by Ms. Asbedian, seconded by Mrs. Meuse, to bring Policy IJNDD for a second read to the October 25<sup>th</sup> meeting, incorporating the changes discussed. Motion carried unanimously.

Mr. O'Donnell, as Chair of the **Facilities/Capital Planning Subcommittee**, reported that the Sub-Committee met on September 20<sup>th</sup> with two agenda items. The first was the upcoming visit from the Massachusetts School Building Authority (MSBA) to conduct a Senior Study on October 5<sup>th</sup>. This is an initial visit to corroborate facts incorporated in the Statement of Interest and is no guarantee of this project moving forward. The Subcommittee discussed items to be highlighted at this visit. The second agenda item was to look at potential capital budget projects that may need attention soon, and in lieu of MSBA funding.

The Committee discussed which members from the full Committee should be in attendance at this meeting with the MSBA, as two members only may be present. After discussion of which members should attend,

Motion made by Ms. Asbedian, seconded by Mrs. Gillis, to recommend that Mr. Brian O'Donnell, as Chair of the Facilities/Capital Planning Subcommittee and Mr. Charles Fiore, as Chair of the Budget Subcommittee, should represent the School Committee. Motion carried unanimously.

Old Business

Mrs. Gillis reported to the Committee that she is unable to attend the MASC/MASS Joint Conference in November as the voting delegate and asked if any member would like to take her place. Mrs. Meuse, as alternate delegate, will vote for Shawsheen, and Ms. Kim will now attend the conference in place of Mrs. Gillis.

Mr. Moffatt requested that all budgets, once approved, be automatically posted to Shawsheen's website as is standard practice.

New Business

REVIEW AND  
VOTE ADMISSIONS  
POLICY UPDATES

Motion made by Mr. O'Donnell, seconded by Ms. Kim, to approve the updates made to the Admissions Policy and to submit to the Department of Elementary & Secondary Education. Motion carried unanimously.

RATIFICATION OF  
STA CONTRACT  
EXTENSION

Motion made by Mrs. Gillis, seconded by Mr. Fiore,  
to approve the STA contract extension of two years, through  
August 31, 2025. Motion carried unanimously.

Future Agenda Items

1. Update on Daycare
2. Assistant Principal and Director of Academics' Updates

Executive Session

Motion made by Mrs. Gillis, seconded by Mrs. Meuse, to enter into Executive Session to discuss potential litigation which if discussed in Open Meeting would have a detrimental effect on the public body. With a roll call vote, Chairman Fusco, Ms. Asbedian, Ms. Bartolone, Mrs. Gillis, Ms. Kim, Ms. Lawson, Mrs. Meuse and Messrs. Fiore, Moffatt and O'Donnell voted yes. Motion carried unanimously. The Committee entered into Executive Session at 9:03 p.m. stating they would return to Public Session for the sole purpose of adjournment..

The Committee returned to Open Session at 9:20 p.m.

Motion made by Mrs. Gillis, seconded by Ms. Kim, to adjourn at 9:21 p.m. Motion carried unanimously.

Respectfully submitted,

Karen Faiola  
Recording Secretary

Cheryl Bartolone  
Secretary

**RECEIVED**

By Town Clerk's Office at 12:01 pm, Jan 25, 2023

SHAWSHEEN VALLEY REGIONAL VOCATIONAL/TECHNICAL SCHOOL DISTRICT

Executive Session

September 27, 2022

MINUTES

Executive Session called to order by Chairman Fusco at 9:03 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.

Chairman Fusco discussed the Open Meeting Law complaint filed by Ms. Doreen Healey of Billerica regarding the June 21<sup>st</sup> meeting agenda. After discussion,

Motion made by Mr. Fiore, seconded by Mr. Moffatt, to authorize Howard Greenspan, Attorney, to respond to the Open Meeting Law complaint on behalf of the Committee. With a roll call vote, Chairman Fusco, Ms. Asbedian, Ms. Bartolone, Mrs. Gillis, Ms. Kim, Ms. Lawson, Mrs. Meuse and Messrs. Fiore Moffatt and O'Donnell voted yes. Motion carried unanimous.

Motion made by Mrs. Gillis, seconded by Ms. Bartolone, to return to Open Session at 9:20 p.m. for the sole purpose of adjournment.. With a roll call vote, Chairman Fusco, Ms. Asbedian, Ms. Bartolone, Mrs. Gillis, Ms. Kim, Ms. Lawson, Mrs. Meuse and Messrs. Fiore, Moffatt and O'Donnell voted yes. Motion carried unanimously.

Respectfully submitted,

Karen Faiola  
Recording Secretary

Ronald Fusco  
Chair