MEMO

Shawsheen Valley Technical High School

TO: Town Clerks
    Bedford
    Billerica
    Burlington
    Tewksbury
    Wilmington

FROM: Karen Faiola

DATE: May 23, 2019

Please be advised that there will be a meeting of the:

Technology Subcommittee of the Shawsheen Valley Regional Vocational/Technical School District Committee on Tuesday, May 28, 2019 at 6:00 p.m. for updates on technology.

Executive Session of the Shawsheen Valley Regional Vocational/Technical School District Committee on Tuesday, May 28, 2019 at 6:30 p.m., followed by the regular meeting Agenda, which is attached.

All meetings will take place in the John P. Miller School Committee Room, 100 Cook Street, Billerica, Massachusetts.
1. Roll Call – 6:30 p.m.

2. Executive Session
   • Pending Litigation
   • Review of Executive Session Minutes
   • Non-Union Compensation
     o Assistant Superintendent-Director/Business Manager
     o Assistant Principal / Director of Data & Assessment
     o Director of Academics
     o Director of Community Services & Post-Secondary Programs
     o Director of Digital Learning
     o Director of Support Services
     o Director of Vocational Programs
     o Principal

3. Approval of Bills and Payroll

4. Approval of Minutes of May 1, 2019

5. Correspondence

6. Questions from Residents/Staff

7. Student Representative Report

8. Superintendent’s Report

9. Subcommittee Reports
   • Curriculum
   • Technology

10. Old Business

11. New Business
   • Student Handbook Revisions
   • Proposed Graduation Requirements
   • Program of Studies
   • Updated School Calendar 2019-2020
   • Updated Bullying & Intervention Policy
   • Updated Physical Restraint of Students Policy
   • Superintendent Search
   • 50th Anniversary Celebration

12. Future Agenda Items
    Requests from Committee
    Requests from Administration
SHAWSEEN VALLEY REGIONAL VOCATIONAL/TECHNICAL SCHOOL DISTRICT

School Committee Meeting May 28, 2019

MINUTES

Meeting called to order by Chairman Gallagher at 6:45 p.m. with Interim Superintendent-Director Hagman and the following members present: Mrs. Meuse, Messrs. Gedick, McIntyre and Peterson. Mrs. Asbedian, Mrs. Lambert, Mrs. Puccia and Mr. Gillis were absent.

Also in attendance was Mr. Howard Greenspan, Attorney.

Executive Session

Motion made by Mr. Peterson, seconded by Mrs. Meuse, to enter into Executive Session for the purpose of discussing pending litigation and collective bargaining which if discussed in open meeting would have a detrimental effect on the public body. With a roll call vote, Chairman Gallagher, Mrs. Meuse, Messrs. Gedick, McIntyre and Peterson voted aye. The Committee entered into Executive Session at 6:46 p.m. stating they would return to public session for the purpose of completing the scheduled meeting.

The Committee returned to Open Session at 7:34 p.m.

Motion made by Mrs. Meuse, seconded by Mr. Peterson, to accept the Minutes of May 1, 2019.

Bills and payroll approved.

Correspondence

A thank you card from the family of Kenneth Buffum, for flowers that were sent upon his passing.

“Shawsheen in the News” articles were shared with the Committee showcasing the outstanding work done by our students, and also articles announcing Shawsheen’s Presidential Scholar – Megan Brown of Billerica.

Questions from Residents/Staff

Mr. Timothy Smyth of Tewksbury commented on the Program of Studies and suggested that Shawsheen should look into industry experience to help with the development of new curriculum on the vocational side.
Interim Superintendent-Director Report

Interim Superintendent Hagman apprised the Committee that Minuteman Technical High School had donated a 1927 Ford Racer (Roadster) to Shawsheen.

Motion made by Mrs. Meuse, seconded by Mr. Gedick, to accept the donation of the Ford Roadster from Minuteman. Motion carried unanimously.

Ms. Hagman reported on one finalist for the Director of Guidance position.

Motion made by Mr. Peterson, seconded by Mr. McIntyre, to approve the salary recommendation and offer a contract to the Guidance Director candidate, beginning July 1, 2019. Motion carried unanimously.

Motion made by Mr. Peterson, seconded by Mrs. Meuse, to change the date of the scheduled June meeting from Tuesday, June 25, 2019 to Wednesday, June 26, 2019. Motion carried unanimously.

Ms. Hagman reported on several projects that need budget approval:

Motion made by Mr. Peterson, seconded by Mrs. Meuse, to fund change orders of $5,215, for the teachers’ café. Motion carried unanimously.

Motion made by Mr. Peterson, seconded by Mr. Gedick, to fund change orders of $11,847.07 for moving the washer/dryer in Culinary. Motion carried unanimously.

Motion made by Mr. Gedick, seconded by Mrs. Meuse, to fund $5,300 for air conditioning for the control center, with an additional $400 for electrical, and $2,900 for air conditioning with an additional $200 for electrical for the Principal’s Conference Room/Principals/Assistant Principal/Director of Academics wing. Motion carried unanimously.

Motion made by Mrs. Meuse, seconded by Mr. Gedick, to fund $5,400 for air conditioning for the Guidance wing, with an additional $400 for electrical. Motion carried unanimously.

Ms. Hagman updated the Committee on the status of admissions, as requested at the May 1 meeting and discussed purchasing of textbooks.
Motion made by Mrs. Meuse, seconded by Mr. Peterson, to buy textbooks for the 2019-2020 school year from budget surplus from 2018-2019. Motion carried unanimously.

Subcommittee Reports

The Curriculum Subcommittee met on May 21, 2019 and discussed items on the Agenda for recommendation to the full Committee:

Motion made by Mrs. Meuse, seconded by Mr. Peterson, to approve the Student Handbook changes, as amended by the Curriculum Subcommittee. Motion carried unanimously.

Motion made by Mr. Gedick, seconded by Mr. Peterson, to approve the proposed graduation requirements, as recommended by the Curriculum Subcommittee. Motion carried unanimously.

Motion made by Mr. Peterson, seconded by Mr. Gedick, to approve the changes to the Program of Studies as recommended by the Curriculum Subcommittee. Motion carried unanimously.

Motion made by Mr. Peterson, seconded by Mr. Gedick, to approve the updated Bullying Prevention Plan, as recommended by the Curriculum Subcommittee. Motion carried unanimously.

Motion made by Mr. Gedick, seconded by Mr. McIntyre, to approve the updated Physical Restraint of Students Policy, as recommended by the Curriculum Subcommittee. Motion carried unanimously.

The Technology Subcommittee met this event with members of the Educational Technology Department, as well as Mr. David Norkiewicz, Director of Vocational Programs, and Mr. Robert Guelli, Department Chairperson for the Manufacturing Cluster. After discussion,

Motion made by Mrs. Meuse, seconded by Mr. Gedick, to transfer $62,850 from Computer Services’ Contract Services to Computer Services Supplies to fund 20 high-end computers for students and 3 high-end computers for teachers for Machine Technology. Motion carried unanimously.

UPDATED SCHOOL CALENDAR 2019-2020

Motion made by Mr. Peterson, seconded by Mrs. Meuse, to approve the revised school calendar for 2019-2020. Motion carried unanimously.
COMMUNITY SERVICE REQUIREMENT  

Motion made by Mrs. Meuse, seconded by Mr. Gedick, to pursue a civic engagement/community service requirement for students as a condition for graduation. Motion carried with Mr. McIntyre abstaining.

Motion made by Mr. Peterson, seconded by Mrs. Meuse, to adjourn at 8:48 p.m.

Respectfully submitted,

Karen Faiola  
Recording Secretary  

Nancy Asbedian  
Secretary