



**Vocational Education Options Committee
Town of Sudbury**

Voted to establish July 22, 2014 by the Sudbury Board of Selectmen

Mission Statement

The Board of Selectmen is creating the Vocational Education Options Committee to generate, evaluate and report on best options for the Town of Sudbury in selecting a vocational school for our students. The Committee's mission is to advise the Board and the Sudbury Community on alternatives for providing vocational/technical options for Sudbury students that are both academically and financially appropriate. As part of this, the Board requests that this Committee develop a report with three recommendations: 1) whether to approve proposed changes to the Minuteman Regional Agreement; 2) which available vocational school(s) will best meet Sudbury's academic and budgetary needs; and 3) whether Sudbury should participate in the vocational school(s) as a member or on some other basis.

Background: Sudbury has been a member of the Minuteman Regional Vocational Technical High School District since its founding in 1971. The Minuteman District School Committee is engaged in a multi-year process to determine how best to address a number of building shortcomings, including construction of a new school building. As part of that process, that committee has recommended significant amendments to the Minuteman Regional Agreement to facilitate financing this capital project, to modify the governance provisions to give more voting weight to member towns with large numbers of students, to increase the relative share of the capital charges assessed to member towns with small numbers of students, and to make it easier for individual member towns to terminate their membership. Minimally, Sudbury must decide whether to approve these amendments. Additionally, Sudbury has the opportunity to evaluate a wide range of vocational options to obtain the most academically appropriate and fiscally responsible programs for our students as we decide how to proceed.

Membership

The *Vocational Education Options Committee* will be appointed by the Board of Selectmen and shall be comprised of:

- Two Sudbury Selectmen
- Two members of the Sudbury Finance Committee
- One member of the Sudbury Public Schools or a designee of the SPS Committee
- One member of the Lincoln-Sudbury Regional School Committee or a designee of the L-S School Committee
- The Sudbury member of the Minuteman School Committee
- Principal of Curtis Middle School or a designee with knowledge of educational preferences and needs of Sudbury middle school students
- Superintendent/Principal of Lincoln-Sudbury Regional High School or a designee with knowledge of educational preferences and needs of Sudbury high school students
- Up to two at-large members

All appointments shall expire on May 31, 2015, but may be extended by the Board of Selectmen. The Committee shall elect a Chair and a Clerk from among its members. The Chair will run meetings and be the designated communications link with the Board of Selectmen's office. The Clerk shall insure that full minutes and a list of members in attendance are kept of each meeting and promptly submitted to the Committee for approval, filing with the Town Clerk, and posting to the Town's website.

Staffing Assistance

At this time there is no staff assigned to assist this committee.

Tasks

It is anticipated that the committee will discuss and develop their own work plan to accomplish the mission of the committee. The Board of Selectmen expects that the first work product of the committee will be to determine what tasks they believe are necessary to provide a report to the Board of Selectmen so the Board may determine a position on the question of approving the proposed regional agreement at the 2015 Annual Town Meeting. The final report of the committee shall be submitted to the Board of Selectmen no later than December 31, 2014.

Compliance with State and Local Laws and Town Policies

The **Vocational Education Options Committee** is responsible for conducting its activities in a manner which is in compliance with all relevant state and local laws and regulations including but not limited to the Open Meeting Law, Public Records Law, and Conflict of Interest Law, as well as all Town policies which affect committee membership. In particular, all appointments are subject to the following:

The Code of Conduct for Selectmen Appointed Committee. A resident or employee who accepts appointment to a Town committee by the Board of Selectmen agrees that he/she will follow this code of conduct.

The Town's Email Communication for Committee Members Policy. Anyone appointed to serve on a Town committee by the Board of Selectmen agrees that he/she will use email communication in strict compliance with the Town of Sudbury's email policy, and further understands that any use of email communication outside of this policy can be considered grounds for removal from the committee by the Selectmen.

Use of the Town's Web site. The Committee will keep minutes of all meetings and post them on the Town's web site. The committee will post notice of meetings on the Town's website as well as at the Town Clerk's Office.