

MINUTEMAN REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT

About Minuteman

Minuteman is a four-year career and technical high school serving the member towns of: Acton, Arlington, Belmont, Bolton, Boxborough Carlisle, Concord, Dover, Lancaster, Lexington, Lincoln, Needham, Stow, Sudbury, Wayland, and Weston. Minuteman combines rigorous academics in preparation for college with relevant career and technical programs. The school also provides career development programs for adults through the Community Education program.

Enrollment

As of October 1, 2010, twenty-nine (29) high school students were enrolled at Minuteman providing a full time equivalent (FTE) of twenty-nine (29) residents of Stow.

This fall, Minuteman experienced a 60% increase in the Freshman Class. New recruitment and communications strategies were executed and have included students, parents, alumni and advisory committee members speaking to parents, interested students and community groups about the value add of a Minuteman education. As the 2011-2012 Recruitment Activities have evolved we have seen an additional increase in interested 8th graders. All indications are that student interest in Minuteman is increasing from our member communities.

Multiple Avenues of Enrollment

Minuteman offers a unique program allowing student enrollment on a half day-every day basis. Currently, no Nashoba Regional High School students take advantage of this design. Juniors and Seniors are encouraged to visit minuteman.org for more information.

Minuteman offers 'Post Graduate' programs to Stow residents of any age who are seeking to enhance their own economic opportunity via skill development. Beginning in FY12 Member community Post-Graduate Students will be charged a partial tuition that will escalate over several fiscal years to reflect the estimated operating costs.

2010 Stow Graduates and Awards

Victoria Dodge, Biotechnology
Michael Jagger, Drafting
Daniel Maloney, Carpentry
Kenneth March, Biotechnology
Katherine Mikoski, Health Assisting

At the 2010 graduation, Katherine Mikoski received the Bonnie Hilla Memorial Award and the Friends of Minuteman Award. Kenneth March received the Department of the Army Award, Massachusetts Association of Vocational Administrators Award, Minuteman Attendance Award, Minuteman Drama Club Award, Minuteman Parent Association -Student Athlete Award, Minuteman Parent Association N.H.S. Award, Minuteman Principal's Award, Stow Lions Club Award, and the Minuteman Parent Association- Community Service Award. Victoria Dodge received the Stow Lions Club Award and the Friends of Minuteman Award.

These awards are given to students of superior academic achievement and significant participation in school or community activities.

SkillsUSA

Katie Mikoski competed in the Costello Family Community Service and the Tech Prep – Health categories. She received the Silver Medal in both categories. Kenneth March was a Legacy Award Winner and a National Voting Delegate.

Class of 2010 Graduate Achievement Highlights

- 100% successfully passed the state-required MCAS in English and Math.
- 25% of the class of 2010 earned the John and Abigail Adams Scholarships.
- 72% college bound or advanced Technical Training, 19% career bound and 5% military. Overall, graduates achieved a 96% positive placement rate.
- 100% of Dental graduates passed the National Dental Board examination.
- 100% of Early Education and Care program completers were certified by the Massachusetts Department of Early Education and Care.
- 100% of Cosmetology graduates passed State Board examinations.
- Health Occupation graduates achieved 100% in college acceptance.
- Commencement Student speakers:
 - Valedictorian, Adam Strandberg, a Biotechnology graduate from Tewksbury, was honored with the DeLuca Family Award, the Minuteman National Honor Society Award, the MPA - Science Technology Academic Scholar Award and was a Friends of Minuteman Award recipient. Adam is attending Massachusetts Institute of Technology (MIT) in Cambridge, MA.
 - Salutatorian, Ivan Yu, a Pre-Engineering graduate from Billerica, was honored with the Minuteman Attendance Award, the Minuteman National Honor Society Award, the Murphy Insurance Agency, and was a Friends of Minuteman Award recipient. Ivan is attending Rensselaer Polytechnic Institute in Troy, NY.
 - Senior Class President, Dianna Willms, a Pre-Engineering graduate from Arlington, was honored with the Comcast Leaders and Achievers Scholarship, the Marine Corps Athlete Certificate, the Minuteman Drama Club Award, the MPA /Elaine Karkos Award, the MPA Science Technology Award, and was a Friends of Minuteman Award recipient. Dianna is attending Western New England College in Springfield, MA.

District Leadership

- In December of 2010, Middlesex County District Attorney, Gerard Leone, recognized Superintendent, Edward Bouquillon with the Martin Meehan Education Leadership Award in achieving exemplary status in regards to school safety, protection and education of its students.
- In January of 2011, the Lexington Chamber of Commerce recognized Minuteman in its efforts to promote Workforce and Adult Education programs with the 2011 Community Initiative Award.

- The New England Association of School and Colleges (NEASC) approved the Decennial Re-accreditation of Minuteman in November of 2009 with a concern regarding the facility.

Financial and Asset Management

- The Massachusetts School Building Authority (MSBA) invited Minuteman to the Feasibility phase of a renovation project. As of August 15, 2010, 16 of 16 member towns approved the Feasibility Study request of \$724,000. The first phase of the project includes the completion of an Enrollment Study, Strategic Plan, and a review of the Regional District Agreement. In late spring the district will continue the Feasibility Study to provide member communities with further details regarding the potential project scope.
- The financial management software system, BudgetSense, was fully implemented in the Business Office. A new Director of Business and Operations replaced two administrators. This position oversees all areas of non-instructional support services provided to the school and will continue to improve effectiveness and transparency in these areas.
- Cosmetic upgrades continued in the school, relocating the Early Education Child Care Center, refurbishing of hallway areas, three classrooms, and removal of dilapidated bleachers and out buildings on the property.

Curriculum and Instruction

- Since 2008 all 9th grade students have studied English and Math every day, rather than the long-established “week-on-week-off” schedule, thus providing more consistent and concentrated instruction in preparation for MCAS as well as project-based learning and academic and technical integration.
- The Strategic Planning process has identified several new programs that Minuteman will be offering including: Criminal Justice/Bio-Security, Animal Science and Technical and Performing Theater Arts Cluster. Two programs were phased out in 2010 including Office Technology and Auto Body Repair. In 2010, Hospitality Management gained Chapter 74 State Approval. A Barbering Program is in its second year of operation under the umbrella of the currently approved Cosmetology program.

Assessment and Program Evaluation

- Minuteman offers a Non-traditional Exploratory Program through which all students learn about the viability of men and women in non-traditional careers, such as Automotive Technology, Carpentry and Construction, Computer Science, and Engineering for women and in Medical Careers, Cosmetology / Barbering for young men.

Professional Development

- The Minuteman staff has prioritized professional development for the 2009 – 2012 school years; including summative and formative assessment methodologies. In addition, Minuteman is in its third year of creating a Professional Learning Community. School-wide goals being implemented include; teacher-to-teacher peer observations, 9th Grade Executive

Function support, Reading Consultancies, and Academic-Career and Technical curriculum integration.

Teaching Faculty Recognition

- Environmental Technology teacher Emily Blume was awarded the 2010 Ocean Stewardship Teacher of the Year Award from the New England Aquarium.
- Social Studies teachers accepted an invitation to participate in a Teaching American History Grant, awarded by the U.S. Dept. of Education. Other members of the collaborative are Lexington, Woburn, Burlington, Bedford, and Somerville Public Schools.

Student Access, Participation and Support

- Minuteman reorganized the assignment of guidance counselors to provide incoming 9th grade students with a dedicated guidance counselor. Our research has shown that many freshmen need additional support as they adjust to High School.
- A freshman Executive Function initiative was launched this year. Students received a master binder to enhance their planning and organization skills. Direct instruction includes the development of study skills and strategies with particular emphasis on: pre-reading, time management, unit organization, note-taking, and test preparation
- This is the second year of supporting a full-time Reading Specialist. In addition to working with the students on his own caseload, he consults with academic and CTE teachers toward the development and application of a school-wide reading program.
- Enrollment has increased in Art (50%) and Music (200%)!
- Enrollment in Honors courses has increased 24%.
- Minuteman offers 16 sports with three levels (Varsity, Junior Varsity and Freshmen) throughout the school year. Over the past 7 years the number of participants has doubled in many of the sports offered. Minuteman students have access to more than 20 clubs and activities.
- The Minuteman Parent Association (MPA) meets monthly and supports all aspects of the Minuteman community. In addition, they assist in fundraising for scholarships awarded at graduation. The goal of the MPA is to help support student access and achievement in all areas including but not limited to academic, vocational, athletic, and extra-curricular activities.

Respectfully submitted,

Dr. Edward Bouquillon, School Superintendent
Alice DeLuca, Stow representative and Vice Chair to Minuteman School Committee