

<b>Vocational Education Advisory Committee Notice of Public Meeting</b>
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**Date**            **July 29, 2015**  
**Time**            **7 AM**  
**Place**            **Boxborough Town Hall**

**Agenda**

- Committee member introductions
  
- Volunteer to take minutes for our meetings
  
- Develop a plan to go forward
  - Develop a list of questions or issues that need to be addressed
    - What do we know and what don't we know?
    - Given the list, what actions should we take
    - Refine this list at each meeting
  
  - Do we want to have some subject matter experts participate in one or more meetings to educate this group?
    - If so, who are those experts?
  
  - Do we want to visit a select group of Vocational Schools?
    - If yes, does everyone on the committee participate in the tours?
    - Which schools do we visit?
  
  - Financial impact and considerations
  
- Discussion of comparative evaluation table
  - Factors to be considered/options
  - How do we want to do this?
    - Work on this together?
    - Does one person develop and bring it back to the group?
  
- Any other business
  
- Timeline for completion of project
  
- Date for next meeting