5/27/2025

Mr. Michael McGurl
Director of Capital Planning
Massachusetts School Building Authority
40 Broad Street, Suite 500
Boston, Massachusetts 02109

Dear Mr. McGurl:

The City of Medford (the "District") has notified the Department of Elementary and Secondary Education ("DESE") of its intent to offer Chapter 74 Career/Vocational Technical Education ("CTE") Programs at the Medford High School project, which is the subject of a feasibility study being conducted in collaboration with the Massachusetts School Building Authority as part of its school construction grant program.

DESE staff members have reviewed the District's Chapter 74 Vocational Technical Education Viability Documentation received from the MSBA on June 25, 2024. Following our review, we requested a meeting with the District and the MSBA to discuss the District's proposed programming, and we have since reviewed the District's updated Chapter 74 Vocational Technical Education Viability Documentation received from the MSBA on May 8, 2025.

Based on our review of these materials to date we are satisfied that the planning for the CTE program offerings the District is proposing for this school project has been thorough, the programs themselves are viable and the number of student's per program are reasonable. The proposed programming and program capacities are as follows:

Chapter 74 Program Offerings	2023 - 2024 Enrollment	Proposed Capacity /Applicable School Year	Comment*
Existing			
Automotive Tech	30	40 FY26	In addition to space needs, the district will need an additional teacher to reach expanded capacity. See attached for School Committee approval.
BioTechnology	17	30 FY26	
Business Marketing	19	20 FY26	Space limitations
Carpentry	20	30 FY26	
CCL - Construction & Craft Laborers	39	45 FY26	
Cosmetology	24	37 FY25	In addition to space needs, the district will need an additional teacher to reach expanded capacity. See attached for School Committee approval.
Culinary	34	35 FY25	
Early Childhood	18	30 FY26	
Electrical	40	60 FY26	In addition to space needs, the district will need an additional teacher to reach expanded capacity. See attached for School Committee approval.
Graphic Design	18	20 FY25	

Health Assisting	32	50 FY27	In addition to space needs, the district will need an additional teacher to reach expanded capacity. See attached for School Committee approval.
Media Tech	29	40 FY26	
Metal Fabrication	12	15 FY26	The district will need an additional teacher to reach expanded capacity in the area of 30 students. Space is not currently an issue for expansion.
Robotics & Engineering	34	40 FY26	
Programming and Web Design	23	20 FY25	
Grade 9 Exploratory	298	300 (EST)	
Proposed New			
Dental Assisting	N/A	24, FY29	Plan to begin programming before the new HS; timeline dependent on DESE approval and budget allocation
Criminal Justice/Protective Services	N/A	Proposed Capacity 30, FY26	Dual enrollment opportunity with Bunker Hill Community College
Plumbing/HVAC		24, New High School	The Plumbing CTE program cannot begin before space is available in the new HS.
Information Systems - OT/Networking - Cyber Security		24, FY27	Plan to begin programming before the new HS; timeline dependent on DESE approval and budget allocation
Total	687	914	

Note that the purpose of this letter is not to grant formal approval for these Chapter 74 programs, but to certify that the District has been in substantive discussions with DESE about their plans for CTE programming, and that we are in general agreement with the proposals proceeding into the next phase of the proposed project.

Sincerely,

Elizabeth L. Bennett

Elizabeth L. Bennett
Associate Commissioner of College, Career and Technical Education, DESE

Cc: Matthew Deninger, DESE Commissioner's Designee, MSBA Board of Directors
Diane Sullivan, Director of Program Management, MSBA
John Jumpe, Director of Project Data, MSBA
Allison Sullivan, Program Manager, MSBA
Claire Lerner, Project Coordinator, MSBA