

MONTACHUSETT REGIONAL VOCATIONAL TECHNICAL SCHOOL
Monty Tech Drive, Fitchburg, MA 01420
Minutes of Regular Meeting No. 130-656 – February 1, 2017

The Montachusett Regional Vocational Technical School held its regular meeting No. 130-656 on Wednesday, February 1, 2017 at 7 pm at the Montachusett Regional Vocational Technical School, 1050 Westminster Street, Fitchburg, Massachusetts.

Members of the School Committee present:

Mrs. Barbara Reynolds	Lunenburg
Mr. Ross Barber	Westminster
Mr. Ronald Tourigny	Fitchburg
Mr. John P. Mollica	Princeton
Ms. Melanie Weeks	Fitchburg
Mrs. Diane B. Swenson	Ashburnham
Mr. Edward Simms	Petersham
Mrs. Mary C. Barclay	Royalston
Mr. Peter B. Capone	Ashby
Mr. Burton E. Gould, Jr.	Winchendon
Ms. Whitney Marshall	Barre
Dr. Kenneth I. H. Williams	Sterling
Mr. Eric Commodore	Gardner
Mr. Eric Olson	Phillipston
Mrs. Toni Phillips	Athol
Mr. James Gilbert	Templeton

Members of the School Committee absent:

Mr. James Cournoyer	Holden
Mr. James S. Boone	Gardner
Mr. Brian Walker	Fitchburg
Ms. Claudia Holbert	Fitchburg
Mrs. Kathleen Airoidi	Hubbardston
No appointed representative	Harvard

Officers of the School Committee present:

Dr. Sheila M. Harrity	Superintendent-Director
Norman J. LeBlanc	District Treasurer

Student Representative to the School Committee absent:

Leon Gaulin

School District Personnel present:

Andrea Bell, Esq.	Stoneman, Chandler & Miller LLP
Tammy Crockett	Business/Human Resources Manager
Thomas Browne	Principal
James Hachey	Director of Vocational Programs
Christina Favreau	Director of Academic Programs
Pamela Pothier	Director of Technology
Katy Whitaker	Development Coordinator
Michael Gormley	Director of Facilities
Keyna Thomas	Administrative Assistant to the Superintendent-Director
Terri Hillman	Recording Secretary

CALL TO ORDER

Mrs. Reynolds, Chairperson, called the meeting to order at 7 pm and welcomed everyone. The meeting opened with the Pledge of Allegiance.

GUESTS & VISITORS

Michael Kushmerek, President of the Fitchburg City Council, spoke about Monty Tech and the excellent work being done. He also spoke about Monty Tech's Admissions Policy.

Mr. William McSheehy, a resident of the City of Fitchburg, was also present.

Mr. Gary Candelet spoke about the Rotary Club's Super Bowl Breakfast Brunch scheduled for February 5, 2017 at Monty Tech. This is an annual affair and all profits are used for scholarships. He had tickets available.

APPROVAL OF MINUTES

Regular Meeting – January 4, 2017

Mrs. Barclay moved that the District Committee vote to approve the minutes of the regular meeting of January 4, 2017 as presented.

Seconded by Mr. Gilbert.

Vote – so voted.

Mrs. Phillips, Mr. Simms, Mrs. Swenson, and Mrs. Reynolds abstained from voting.

SUPERINTENDENT-DIRECTOR'S REPORT

Vet Tech Update

Superintendent Harrity presented a PowerPoint showing the update of the Veterinary Science Training Program as of February 1, 2017. She listed new donations received and grant applications pending. The total needed to reach the goal of \$2,250,000 is \$261,539. She also presented an update of the building construction. The trusses are all in place and the roof will be completed within the next two weeks.

Superintendent Harrity announced an upcoming fund raiser for the project. An email blast will be sent out on Valentine's Day. A new car will be raffled with only 1,000 tickets to be sold at \$50 each. The drawing will be held on May 31, 2017 – Graduation Day.

Superintendent Harrity reviewed accomplishments across the school and congratulated all the students. There are 104 Co-Op students out working during technical week. There are increased placements and several new companies are participating in the program.

Superintendent's Update

Superintendent Harrity presented a written report of her activities in January 2017. She attended the following meetings – 1) the Superintendent Cohort meeting on January 12, 2017; 2) the Board of Higher Education meeting; 3) The United Way Board meeting.

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- All vocational teachers are attending a half day PD session to work on their curriculum mapping. As of January 26, 12 programs have completed the training.
- The Superintendent gave a tour of the school to two Fitchburg City Councilors, Amy Green and Paul Beauchemin.
- Trane has sent notification that Monty Tech saved \$3,543 over-and-above the Guarantee (\$376,095) for Year 2 of the Performance Contract.
- Mr. Browne, two students and the Superintendent were interviewed by FATV (Fitchburg TV station) regarding high school options for Fitchburg residents.
- Met with President Asquino, MWCC. The MOU for Math Modeling, Biotech, EMT and the MOU dual enrollment after school courses, Introduction to Sociology and Introduction to Psychology have all been updated and signed.
- The Superintendent met with many business people to strengthen school-business partnerships, and with several potential donors for the Vet Tech Program.

PRINCIPAL'S REPORT

Student Representative's Report

Leon Gaulin, Student Representative to the School Committee, was not present this evening and there was no report.

Principal's Monthly Report

Principal Browne presented a written report with information on January 2017 events.

- All students who participated in the ELA MCAS retest earned a passing score.
- All seven students who sat for the Math MCAS retest earned a passing score.
- In February six students will participate in the MCAS Science retest.
- A total number of 142 students participated in VIP Session #2. This is an increase of 28 students compared to last year. Participating towns were Harvard, Holden, Lunenburg, Princeton, Sterling, Gardner, Winchendon, and Home School Students.

The report included upcoming events for February 2017.

Program of Studies

Mr. Browne, Principal, presented the Program of Studies for the 2017-2018 school year. He also presented an edit summary and reviewed the changes with the Committee.

Mrs. Barclay moved that the District Committee vote to approve the Program of Studies for the 2017-2018 School Year as submitted.

Seconded by Mrs. Swenson.

Vote – so voted.

Mrs. Reynolds and Mr. Simms abstained from voting.

Enrollment Report

The Enrollment/Withdrawal/New Entry Report from January 3, 2017 thru January 20, 2017, and the Discipline Report for December 2016 were presented for information. Attendance percentage year-to-date is 94.6%.

PERSONNEL

Retirement

Linda Herbison, Business Education and Math Teacher since 1998 , has submitted her intent to retire on August 19, 2017. A letter on behalf of the School Committee will be sent to Ms. Herbison to thank her for her service to Monty Tech and wish her well in retirement.

REPORTS BY SUBCOMMITTEES

Financial Planning

Mr. Commodore, Chairperson, said that the Financial Planning Subcommittee met prior to tonight's full Committee meeting. The final 2016-2017 School budget was discussed and will be brought to the full School Committee next meeting. in comparison with the 2017-2018 proposed budget.

The 2017-2018 proposed budget was also discussed. The Governor's numbers were taken into account. The next Financial Planning Subcommittee will vote on a budget to present to the full Committee at the March meeting.

Policy

Mr. Gilbert moved that the District Committee vote to approve for a second reading Policy JF – Admissions Policy.
Seconded by Mrs. Barclay.

After discussion, Roll Call Vote – Barber, no; Barclay, yes; Capone, yes; Commodore, yes; Gilbert, yes; Gould, yes; Marshall, yes; Mollica, no; Olson, yes; Phillips, yes; Reynolds, yes; Simms, abstain; Swenson, yes; Tourigny, no; Weeks, yes; and Dr. Williams, yes.
Count – 12 yes, 3 no; 1 abstention.
Motion to approve for a second reading passed.

Capital Improvements

Mr. Cournoyer, Chairperson, was not present and there was no report at this time.

Workforce

Mr. Walker, Chairperson, was not present and there was no report at this time.

Student Advisory

Mrs. Barclay, Chairperson, said there was no report at this time.

Technology (ad hoc)

Mr. Olson, Chairperson, said there was no report at this time.

Scholarship (ad hoc)

Mrs. Barclay, Chairperson, said she is scheduling a meeting of the Subcommittee.

FINANCIAL MATTERS

Financial Statements

The December 2016 Statements, the Statement of Accounts, and the Financial Statement for the Continuing Education Program were presented for perusal.

Acceptance of Donation

Dr. Williams moved that the District Committee vote to accept the donation from the Community Foundation of North Central Massachusetts for payment of invoices in the amount of \$16,053.32 for the Veterinary Science Training Program building as listed in the memo from the Business/HR Manager dated January 24, 2017.

Seconded by Mr. Gould.

Vote – so voted.

Mr. Barber, Mr. Mollica, Mr. Tourigny, and Mrs. Reynolds abstained from voting.

Acceptance of Grant

Dr. Williams moved that the District Committee vote to accept the grant from the Massachusetts Life Sciences Center in the amount of \$99,697.18 to be used to support the expansion of the Life Sciences Course Offerings.

Seconded by Mrs. Barclay.

Vote – so voted.

Mrs. Reynolds abstained from voting.

Other

The on line auction of surplus equipment will begin on February 4, 2017.

COMMUNICATIONS

Teachers Information or Proposals

There were no teachers present this evening.

School Committee Chairperson's Report

Mrs. Reynolds presented a procedure to schedule Subcommittee meetings. Problems have arisen with meeting notices not being received on time by the members.

Mrs. Reynolds distributed copies of the following School Committee Policies for information:

- BBAA – School Committee Member Authority
- BCA – School Committee Member Ethics

Mrs. Reynolds also told Committee members that requests for information from the public are increasing. All requests are being compiled with in accordance with the Open Meeting Law Regulations.

School Committee Public Records Requests

A copy of Attorney Bell's PowerPoint presentation of November 21, 2016 (Building Update: Prevailing Wage) as requested by Mr. Barber was presented.

School Committee Comments

Mr. Commodore said that the Cyber Security Regional Competition will take place on February 5, 2017.

Mr. Olson commented on the content, articulation agreements and programs included in the approved Program of Studies. It is great. He would like material sent electronically to School Committee members whenever possible.

Mrs. Swenson reminded members of the SkillsUSA District Competition in March and the National Competition in June 2017. If any members would like to attend any of the ceremonies, please let her know.

Mr. Simms said he is glad to be back this evening and he thanked everyone for their support.

Mrs. Barclay supported Mr. Olson's request to send material electronically whenever possible.

Mr. Gould was in Harvard recently and had the opportunity to speak about the need for a representative from the Town to be appointed to the School Committee. The vacancy is not being advertised in Harvard.

Adjournment

Mr. Gould moved to adjourn.

Seconded by Mrs. Barclay

Vote – so voted.

Mrs. Reynolds abstained from voting.

The meeting adjourned at 8:50 pm.

Sheila M. Harrity
Superintendent-Director

T. Hillman, Recording Secretary