

MONTACHUSETT REGIONAL VOCATIONAL TECHNICAL SCHOOL  
Monty Tech Drive, Fitchburg, MA 01420  
Regular Meeting No. 130-668– January 3, 2018

The Montachusett Regional Vocational Technical School held regular meeting No. 130-668 on Wednesday, January 3, 2018 at 7 pm at the Montachusett Regional Vocational Technical School, 1050 Westminster Street, Fitchburg, Massachusetts.

Members of the School Committee present:

Mr. Brian Walker	Fitchburg	
Mr. Ross Barber	Westminster	
Mr. John P. Mollica	Princeton	(arrived at 7:20 pm)
Ms. Melanie Weeks	Fitchburg	
Mrs. Diane B. Swenson	Ashburnham	
Mr. Edward Simms	Petersham	
Mr. James S. Boone	Gardner	
Mr. Austin Cyganiewicz	Winchendon	
Mr. Eric Commodore	Gardner	
Mr. Ronald Tourigny	Fitchburg	
Ms. Whitney Marshall	Barre	
Mrs. Barbara Reynolds	Lunenburg	
Mr. Eric Olson	Phillipston	
Mrs. Kathleen Airoidi	Hubbardston	
Mrs. Toni Phillips	Athol	
Mr. James Gilbert	Templeton	(arrived at 7:06 pm)

Members of the School Committee absent:

Mr. James Cournoyer	Holden
Mrs. Mary C. Barclay	Royalston
Ms. Claudia Holbert	Fitchburg
Mr. Peter B. Capone	Ashby
Dr. Kenneth I. H. Williams	Sterling
No appointed representative	Harvard

Officer of the School Committee present:

Dr. Sheila M. Harrity	Superintendent-Director
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Officer of the School Committee absent:

Norman J. LeBlanc	District Treasurer
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Student Representative to the School Committee present:

Alexander Commodore

School District Personnel present:

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

**CALL TO ORDER**

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

**APPROVAL OF MINUTES**

**Regular Meeting – December 6, 2017**

**Mr. Boone moved that the District Committee vote to approve the minutes of the regular meeting of December 6, 2017.**

**Seconded by Mrs. Reynolds.**

**Vote – so voted.**

**Mrs. Swenson and Mr. Walker abstained from voting.**

**Note – Mr. Gilbert arrived later in the meeting and noted a correction to the December 6, 2017 -minutes - “Page 5, line 2 – should be “. . .to approve for a second reading . . .”.**

**SUPERINTENDENT-DIRECTOR’S REPORT**

**Presentation of “Certificates of Academic Excellence”**

**Mr. Olson moved to take Item 3.c) – Presentation of “Certificates of Academic Excellence” to two students - out of order.**

**Seconded by Mrs. Swenson.**

**Vote – so voted.**

**Mr. Walker abstained from voting.**

Superintendent Harrity and Mr. Walker presented the Massachusetts Association of School Superintendents (MASS) “Certificate of Academic Excellence” to the following students:

- Alessandra Cullen, a student from Winchendon. Alessandra ranks #2 in the senior class and is enrolled in the Engineering Technology program. Her father was present for the award. Alessandra received a Gold Medal for Engineering Technology Design and Related Technical Math in the SkillsUSA local competition.
- David Hinckley, a student from Sterling. David ranks #10 in the senior class and is enrolled in Cabinetmaking. David's parents were present for the award. David received a Silver Medal for Extemporaneous Speaking and for Job Interview in the SkillsUSA local competition.

**Superintendent-Director Update**

Superintendent Harrity presented a PowerPoint update of activities as of January 3, 2018.

- The 2017 Wreaths Across America Escort Convoy, en route to Arlington National Cemetery, arrived at Monty Tech on December 12, 2017. Local veterans and their families were recognized at the very moving ceremony.
- The MCJROTC students continue preparations for their trip to Wharton, TX to rebuild homes lost during Hurricane Harvey. The students raised \$42,737 to support this effort. The U.S. Marine Corps has provided grant funds totaling \$48,000 to cover the airfare, ground transportation, and meals for all participants.

- The new District/School website is now live. The School Committee's web page was shown. Katy Whitaker, the administrative team, and teachers worked together preparing this website.

### **Vet Tech Update**

Superintendent Harrity presented photos showing the construction progress on the Veterinary Science Training Center. A report of work completed by Masonry, HVAC & Property Maintenance, Carpentry and Electrical students was provided.

The Crowley Family is donating \$25,000.00 for the Veterinary Science Training Center.

### **PRINCIPAL'S REPORT**

#### **Student Representative's Report**

Alex Commodore, Student Representative, read his report on student activities.

- The Drama Club has started rehearsals for "The Drowsy Chaperone".
- The SkillsUSA Awards ceremony was held on December 15, 2017.

#### **Principal's Monthly Report**

Principal Browne presented a written report outlining December 2017 events.

- A half Professional Development Day was held on December 8. Katy Whitaker and the administrative team organized a diverse selection of professional development opportunities. Many Monty Tech teachers provided peer instruction to their colleagues.
- On December 12 the Wreaths Across America convoy made a stop at Monty Tech. Thank you to 1<sup>st</sup> Sgt. Jornet and 1<sup>st</sup> Sgt. Dillon for arranging this moving tribute to fallen heroes.
- The 2<sup>nd</sup> Annual Monty Tech-LHS Holiday Concert was held on December 14. A list of the participating Monty Tech Band and Chorus students was provided.
- The SkillsUSA Local Competition Awards Ceremony was held on December 15. A list of the medal winners and qualifiers was provided. The local winners will be competing in the District Competitions at Bay Path Regional on March 14, 2018.
- A school-wide lockdown drill was held on December 18. This is part of the school's ongoing efforts to maintain the highest degree of security and safety.
- A list of upcoming events for January was presented.

#### **Enrollment/Withdrawal/New Entry Report**

The Enrollment/Withdrawal/New Entry Report (1,408 students) from November 22 through December 20, 2017 and the Discipline/Attendance Report for November 2017 were presented for perusal. The attendance percentage for November was 95.3%.

### **REPORTS BY SUBCOMMITTEES**

#### **Financial Planning**

Eric Commodore, Chairperson, Financial Planning, said the Subcommittee is scheduled to meet on Monday, January 8, 2018 to begin discussion of the preliminary 2018-2019 School Budget.

**Policy**

Mr. Gilbert, Chairperson, Policy Subcommittee, noted a correction on page 5, second line, of the December 6, 2017 School Committee minutes. It should be "...approve for a second reading...". The correction will be made.

Mr. Gilbert said the Policy Subcommittee is scheduled to meet on January 9, 2018.

**Capital Improvements**

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

**Workforce**

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

**Student Advisory**

Mrs. Barclay, Chairperson, was not present and there was no report at this time.

**Scholarship (ad hoc)**

Mrs. Barclay, Chairperson, Scholarship (ad hoc) Subcommittee, was not present and there was no report at this time. A meeting of the Subcommittee is scheduled for January 24, 2018.

**FINANCIAL MATTERS**

**Financial Statements**

The December 2017 Statement, the Statement of Accounts, and the Financial Statement for the Continuing Education Program were presented for perusal.

**Acceptance of Donations**

**Community Foundation of North Central Massachusetts**

**Mrs. Swenson moved that the District Committee vote to accept the donation from the Community Foundation of North Central Massachusetts in the amount of \$67,530.10 as listed in the Business/HR Manager's memo of December 18, 2017 for the Veterinary Science Training Program Building.**

**Seconded by Mr. Olson.**

**Vote – so voted.**

**Mr. Barber, Mr. Mollica, Mr. Tourigny and Mr. Walker abstained from voting.**

**BNY Mellon**

**Mrs. Swenson moved that the District Committee accept the donation from BNY Mellon given on behalf of Eric Commodore's volunteer time at Monty Tech in the amount of \$2,950.00 and that the donation be applied to the MCJOTC program.**

**Seconded by Mr. Boone.**

**Vote – so voted.**

**Mr. Commodore and Mr. Walker abstained from voting.**

**Award of Bid – 2018-03**

**Mr. Boone moved that the District Committee vote to award the contract to complete drainage, parking lot construction and reconstruction of athletic field access road during the 2017-2018 school year to P. J. Keating, Co., Lunenburg, MA, at a cost of \$125,662.00. Funds to be distributed from Account #1860, Capital Equipment, FY 2017-2018.**

**Seconded by Mrs. Swenson.**

**Vote – so voted.**

**Mr. Walker abstained from voting.**

**COMMUNICATIONS**

**Teachers' Information or Proposals**

No teachers were present this evening.

**School Committee Chairman Report**

Mr. Walker said there were no requests for public records during December. He wished everyone a Happy New Year.

**School Committee Comments**

Mrs. Weeks thanked 1<sup>st</sup> Sgt. Jornet for arranging the stop by the Wreaths Across America convoy. The ceremony was very moving.

Other Committee members commented on the Wreaths Across America convoy stop.

**Adjournment**

**Mr. Olson moved to adjourn.**

**Seconded by Mr. Boone**

**Vote – so voted.**

**Mr. Walker abstained from voting.**

The meeting adjourned at 7:38 pm.

Sheila M. Harrity  
Superintendent-Director

Terri Hillman  
Recording Secretary