

MONTACHUSETT REGIONAL VOCATIONAL TECHNICAL SCHOOL
Monty Tech Drive, Fitchburg, MA 01420
Regular Meeting No. 130-670– March 14, 2018

The Montachusett Regional Vocational Technical School held regular meeting No. 130-670 on Wednesday, March 14, 2018 (rescheduled from March 7, 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. James Cournoyer	Holden	(arrived at 7:15 pm)
Mr. John P. Mollica	Princeton	
Mrs. Diane B. Swenson	Ashburnham	
Mr. Matthew Vance	Gardner	(arrived at 7:10 pm)
Mr. Edward Simms	Petersham	
Mrs. Mary C. Barclay	Royalston	
Mr. James S. Boone	Gardner	
Mr. Peter B. Capone	Ashby	
Mr. Ronald Tourigny	Fitchburg	
Mr. William Brassard	Sterling	
Ms. Whitney Marshall	Barre	
Mrs. Barbara Reynolds	Lunenburg	
Mr. Eric Olson	Phillipston	
Mrs. Kathleen Airoidi	Hubbardston	
Mrs. Toni Phillips	Athol	
Mr. James Gilbert	Templeton	

Members of the School Committee absent:

Ms. Claudia Holbert	Fitchburg
Ms. Melanie Weeks	Fitchburg
Mr. Austin Cyganiewicz	Winchendon
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
Victoria Zarozinski	Director of Student Support Services
Michael Gormley	Director of Facilities
Katy Whitaker	Development Coordinator
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.

Mr. Walker asked if there were any objections to taking Item 3.a) – Recognition of JROTC Students for Mission Texas and Item 4.a) – Student Representative's Monthly Report out of order. There were no objections.

SUPERINTENDENT-DIRECTOR'S REPORT

Recognition of JROTC Students for Mission Texas

1st Sgt. Paul Jornet spoke about the mission of Operation Restore Hope to Wharton, TX with the mission to rebuild multiple homes that were destroyed due to Hurricane Harvey. Antonio Lore, JROTC Battalion Commander, and Jordin LeBouf, Operations Officer, presented a PowerPoint with highlights of the trip and some of the accomplishments. They worked on 14 homes and one home was completely rebuilt and the family was provided accommodations at a motel during the work.

The names of all the students, their towns and shops and the names of the Adult Supervisors are provided in Principal Browne's Report of March 7, 2018

PRINCIPAL'S REPORT

Student Representative's Monthly Report

Alex Commodore reported on the JROTC students' trip to Texas. He said over 100 students participated in the National School Walkout in honor of the 17 people killed in Florida. The Drama Club will present "The Drowsy Chaperone" in April.

PUBLIC HEARING – Tentative Fiscal Year 2019 Budget

Mr. Walker called the Public Hearing to order at 7:25 pm.

Pursuant to Massachusetts General Laws, Chapter 71, Section 38N, notice of the Hearing on the Fiscal Year 2019 Budget was published in the Gardner News, the Sentinel & Enterprise, Fitchburg, and the Telegram & Gazette, Worcester for a Public Hearing on March 7, 2018. The meeting notice was emailed to all city/town clerks in the District for posting and was posted on the Monty Tech website.

Due to inclement weather, the Public Hearing had to be rescheduled to March 14, 2018 and notice was republished in the Sentinel & Enterprise and emailed to all city/town clerks in the District for posting and was posted on the Monty Tech website.

Copies of the Monty Tech Preliminary Budget Plan for July 1, 2018 to June 30, 2019 were distributed to those present and will be sent to all the cities and towns in the District.

Mrs. Tammy Crockett, Business/Human Resources Manager, presented a PowerPoint explaining the budget process, the foundation budget, net school spending, and minimum contribution and explained the calculation of a community's assessment. She presented individual information on their city or town to all the School Committee members. The budget figures are based on Governor Charles Baker's budget figures.

Mr. Eric Commodore, Gardner, was present for the Public Hearing. He thanked the Financial Planning Subcommittee for producing a good budget.

There were no representatives from other communities of the District present.

Mr. Walker closed the Public Hearing at 8:40 pm.

APPROVAL OF MINUTES

Regular Meeting – February 15, 2018

Mrs. Barclay moved that the District Committee vote to approve the minutes of the regular meeting of February 15, 2018, with the following correction and addition:

Page 5 – Public Comment - Barbara Anderson did not speak – remove name.

Page 5 - 5th Amendment – Mr. Boone requested a review committee be formed to review the District Agreement. The request was ruled out of order.

Seconded by Mrs. Airoidi.

Vote – so voted.

Mr. Capone and Mr. Walker abstained from voting.

Executive Session – February 15, 2018

Minutes of the Executive Session of February 15, 2018 were circulated at the table. There were 13 approvals and 6 not present at the meeting recorded.

SUPERINTENDENT-DIRECTOR'S REPORT

Superintendent-Director's Update

Superintendent Harrity presented a PowerPoint update of activities as of March 14, 2018.

- Wes Moore presented a wonderful motivational speech on February 28, 2018. He is CEO of the Robin Hood Foundation, an organization that strives to fight poverty by providing support and funding to schools and students in New York City. This event was sponsored by an anonymous donor. Some parting words from Mr. Moore: "When it's time to leave this place, make sure that it mattered that you were even here."
- Trane Energy Management Services reported that implementation of the Energy Management Services Agreement saved Monty Tech \$394,824 in energy costs during the year 3 reconciliation period, November 1, 2016 to October 31, 2017. The guaranteed year savings was \$391,139, therefore, excess savings of \$3,685.
- The 31st Annual Superintendent's Dinner is scheduled for April 11, 2018.
- Monty Tech has been selected to host the Central Massachusetts Leading the Nation Regional Event – May 7 – 11, 2018. Governor Baker has been invited.

Vet Tech Update

Superintendent Harrity included photos showing the construction progress on the Veterinary Science Training Center in her PowerPoint. The work done and being done on the building was also presented. The first class of Veterinary Science students toured the construction site on March 9th. Dr. Schlupf walked them through each room and discussed the different elements of curriculum and hands-on learning experiences that these students will enjoy in the new facility beginning 2018-2019 school year.

PRINCIPAL'S REPORT

Principal's Monthly Report

Principal Browne presented a written report outlining February 2018 events.

- The annual spring meeting of the Program Advisories was held on February 8th with 253 members were present including six new members.
- Information on Mission Texas was provided including names, towns and shops of of the 56 students who participated. The names of the adult supervisors were also provided.

Upcoming events in March were listed in the report.

Enrollment/Withdrawal/New Entry Report

The Enrollment/Withdrawal/New Entry Report from January 26, 2018 through February 23, 2018 and the Discipline/Attendance Report for January 2018 were presented for perusal. The attendance percentage for January was 95.5%.

Enrollment Quota

Mrs. Barclay moved that the District Committee vote to approve setting the enrollment quota for the class of 2022 at 370 students.

Seconded by Mrs. Swenson.

Vote – so voted.

Mr. Brassard and Mr. Walker abstained from voting.

Graduation/Dropout Rates

Mr. Browne presented a PowerPoint showing the Monty Tech Graduation Rate and the Dropout Rate. Monty Tech's 4-year Graduation Rate for 2017 was 98.0%. School enrollment for the 2016-2017 school year was 1429 students with only four final dropouts for a rate of 0.3%.

REPORTS BY SUBCOMMITTEES

Financial Planning

Eric Olson, Chairperson of the Financial Planning Subcommittee, thanked the administrators and Mrs. Crockett for their work with the Subcommittee to prepare the budget.

Mr. Olson moved that the District Committee vote to approve the tentative fiscal year 2019 Budget as follows:

▪ Budget	\$27,756,374
▪ Less Revenues	\$17,089,592
▪ Assessment	\$10,666,782

Seconded by Mrs. Swenson.
Mr. Brassard and Mr. Walker abstained from voting.

Vote – so voted.

Policy

Second Reading - Policy BBA – School Committee Powers and Duties

Mr. Gilbert moved that the District Committee vote to approve for a second reading to revise Policy BBA – School Committee Powers and Duties.

Seconded by Mrs. Barclay.
Mr. Brassard and Mr. Walker abstained from voting.

Vote – so voted.

Capital Improvements

Mr. Cournoyer, Chairperson, had nothing to report at this time.

Workforce

Mr. Cournoyer, Chairperson, said the Workforce Subcommittee will meet the last week of March to start the process for the Superintendent's evaluation.

Student Advisory

Mrs. Barclay, Chairperson, had nothing to report at this time.

Scholarship (ad hoc)

Mrs. Barclay, Chairperson, had nothing to report at this time.

FINANCIAL MATTERS

Financial Statements

The January 2018 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. Barclay moved that the District Committee vote to accept the donation from the Community Foundation of North Central Massachusetts in the amount of \$91,619.32 as listed in the Business/HR Manager's memo of February 26, 2018 for the Veterinary Science Training Program Building.

Seconded by Mrs. Swenson.
Mr. Barber, Mr. Mollica, Mr. Tourigny and Mr. Walker abstained from voting.

Vote – so voted.

Donation – Exxon Mobil Educational Alliance

Mrs. Barclay moved that the District Committee vote to accept \$500 from Exxon Mobil Educational Alliance to be used for supplies for the Science Department.

Seconded by Mrs. Reynolds.
Mr. Walker abstained from voting.

Vote – so voted.

Approval of ITT50 Phone System Lease

Mr. Boone moved that the District Committee vote to approve the three-year ITT50 phone system lease in the amount of \$54,701 per year for a total of \$164,103 at 0% interest to include three years of maintenance and Cisco services with a \$1 buyout at the end of the lease. Funds will come from the Networking and Telecommunications Account 1732.

Seconded by Mrs. Swenson.

Vote – so voted.

Mr. Brassard and Mr. Walker abstained from voting.

Auction

Mr. Barber moved to accept the results of the auction of the 1966 Pontiac Catalina:

Net proceeds	\$6,900
Amount to be deposited in Auto Collision/ Repair Revolving Fund to replace funds expended to work on the vehicle	<u>\$6,400</u>
Amount deposited into Student Activity Assistance Fund	\$ 500

Seconded by Mrs. Barclay.

Vote – so voted.

Mr. Walker abstained from voting.

Audit Report

The Independent Auditors' Reports Pursuant to Governmental Auditing Standard and Uniform Guidance and the Annual Financial Statements for the year ended June 30, 2017 were presented for perusal. The audit was conducted by Melanson Heath, 101 Munson Street, Suite 120, Greenfield, Massachusetts. There was no Management Letter required for this audit period.

COMMUNICATIONS

Teachers' Information or Proposals

No teachers were present this evening.

Nomination and Appointment of Vice Chairperson

Mrs. Reynolds nominated Mrs. Swenson to fill the vacant position of Vice Chairperson.

Seconded by Mr. Gilbert.

With no other nominations, Mr. Walker declared that nominations were closed.

Vote on Mrs. Swenson for Vice Chairperson.

Vote – so voted.

School Committee Chairman Report

Open Meeting Law Complaint

Mr. Olson moved that the District Committee authorize Legal Counsel to respond to the Open Meeting Law complaint and to send the response letter in substantially the same form as presented.

Seconded by Mrs. Swenson.

Vote – so voted.

Mr. Brassard, Mr. Vance and Mr. Walker abstained from voting.

School Committee Information or Proposals

District Agreement

Mr. Barber presented a proposed motion to form an ad hoc committee to review the current state of member communities' compliance with the District Agreement with regards to School Committee member appointments.

Mrs. Reynolds presented a proposal that the Monty Tech School Committee send a letter to each of Monty Tech's District communities regarding the wording in the District Agreement pertaining to the election or appointment of new representatives from their city or town.

Mr. Olson moved that the District Committee vote to have Legal Counsel draft a letter to send to each of Monty Tech's District communities regarding the wording in the District Agreement pertaining to the election or appointment of new representatives from their city or town and to solicit feedback as to how they elect or appoint their representatives.

Seconded by Mrs. Barclay.

Vote – so voted.

Mr. Walker abstained from voting.

Proposal Related to Audio or Video Record of School Committee Meetings

Mr. Vance distributed copies of the following:

- Policy Relating to School Committee Operation – Video/Audio Taping of School Committee Meetings
- Policy Relating to School Committee Operation – Video Taping of School Committee Meetings
- School Committee Meeting Video recording

Attorney Andrea Bell said there is no legal requirement to record meetings. It is a decision of the body.

Mr. Barber moved that the District Committee vote as to whether or not they are in favor of a video or audio recording of the School Committee meetings and if so, to send the matter to the Policy Subcommittee.

Seconded by Mr. Vance.

Roll Call Vote – Airoldi, no; Barber, yes; Barclay, no; Boone, yes; Brassard, abstain, Capone, no; Cournoyer, no; Gilbert, no; Marshall, yes; Mollica, yes; Olson, yes; Phillips, no; Reynolds, no; Simms, no; Swenson, yes; Tourigny, yes; Vance, yes; and Walker, yes.

Count: 9 yes; 8 no; and 1 abstention.

Motion to send to Policy Subcommittee – passed.

School Committee Comments

Mr. Capone welcomed Mr. Brassard and Mr. Vance to the School Committee.

Several members commented on the JROTC students' trip to Texas. Mrs. Reynolds asked if students who did not make the trip, but helped with fundraising were acknowledged. Mr. Browne said they were.

Mr. Gilbert recommended that Mr. Commodore be invited to present his son, Alexander, with his diploma at graduation.

Adjournment

Mr. Capone moved to adjourn.

Seconded by Mrs. Barclay.

Vote – so voted.

Mr. Walker abstained from voting.

The meeting adjourned at 10:30 pm.

Sheila M. Harrity, Ed.D.
Superintendent-Director

Terri Hillman
Recording Secretary