

MONTACHUSETT REGIONAL VOCATIONAL TECHNICAL SCHOOL
Monty Tech Drive, Fitchburg, MA 01420
Regular Meeting No. 130-672– May 2, 2018

The Montachusett Regional Vocational Technical School held regular meeting No. 130-672 on Wednesday, May 2, 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	
Mr. John P. Mollica	Princeton	(arrived 7:10 pm)
Dr. Robert Babineau	Fitchburg	
Ms. Melanie Weeks	Fitchburg	
Mr. Edward Simms	Petersham	
Mrs. Mary C. Barclay	Royalston	
Mr. Peter B. Capone	Ashby	
Mr. Austin Cyganiewicz	Winchendon	
Mr. Ronald Tourigny	Fitchburg	
Mr. William Brassard	Sterling	
Ms. Whitney Marshall	Barre	
Mrs. Barbara Reynolds	Lunenburg	
Mrs. Kathleen Airoidi	Hubbardston	
Mrs. Toni Phillips	Athol	
Mr. James Gilbert	Templeton	

Members of the School Committee absent:

Mrs. Diane B. Swenson	Ashburnham
Mr. Matthew Vance	Gardner
Mr. James S. Boone	Gardner
Mr. Eric Olson	Phillipston
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 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
Katy Whitaker	Development Coordinator
Pamela Pothier	Director of Technology
Michael Gormley	Director of Facilities
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.

INTRODUCTION OF GUESTS & VISITORS

Alexander Commodore introduced Rebecca Whittier. She will be the Student Representative to the School Committee for the 2019 School Year. Rebecca is from Lunenburg, a junior in Health Occupations, and active in JROTC and SkillsUSA.

Mr. Walker, on behalf of the School Committee, thanked Alexander for his reports during the year and presented him with a gift.

APPROVAL OF MINUTES

Regular Meeting – April 4, 2018

Mrs. Barclay moved that the District Committee vote to approve the minutes of the regular meeting of April 4, 2018 as presented.

Seconded by Mrs. Reynolds.

Vote – so voted.

Mr. Cyganiewicz, Ms. Marshall and Mr. Walker abstained from voting.

SUPERINTENDENT-DIRECTOR'S REPORT

Reappointment of Legal Counsel

Mrs. Barclay moved to postpone the vote on the reappointment of legal counsel and refer the Legal Services Retainer Agreement to the Finance Subcommittee for review.

Seconded by Mrs. Reynolds.

Vote – so voted.

Mr. Walker abstained from voting.

Superintendent-Director's Update

Superintendent Harrity presented a PowerPoint update of activities as of May 2, 2018.

- There were 307 guests in attendance at the 31st Annual Superintendent's Dinner and \$28,582 was raised.
- MCJROTC had two teams advance in the Platinum tier at the CyberPatriot X competition. Monty Tech's team Teufel Hunden placed sixth overall after two days of intense competition.
- An Educational Access Grant for \$13,919 has been submitted and funds would be used to purchase equipment and materials needed to start an Oil Burner Technician Training program run through the School of Continuing Education.
- A grant request has been submitted to the Doyle Fund for Animal Welfare and Environment in the amount of \$15,796. The funds would be used to purchase equipment to support the new Monty Tech Veterinary Clinic.
- An application has been submitted for a FY19 Skills Capital Grant in the amount of \$611,628. Programs that will benefit from this grant are Electrical, Engineering and CAD Drafting & Design.
- On April 25 more than 100 students and staff volunteered to support the United Way of North Central Massachusetts in their efforts to Combat Hunger and 22,224 meals were packaged.

- SkillsUSA State Conference results were presented. Monty Tech students earned 19 medals, two National Voting Delegates and one State Officer Elect. Eight students are advancing to SkillsUSA Nationals.

Superintendent Harrity received the Educator of the Year award at Enterprise Bank's Celebration of Excellence. These awards recognize people and organizations that have achieved success and made a difference in the lives of others.

Vet Tech Update

Superintendent Harrity's PowerPoint included photos of the work and a written report of the construction progress on the Veterinary Science Training Center. A recent site visit from LPA confirmed that all the work completed by each trade meets or exceeds their expectations. Members of the School Committee toured the building prior to tonight's meeting.

Superintendent-Director End-of-Year Update

Superintendent Harrity presented a PowerPoint report on her annual goals for 2017-2018.

- By June 2018 she will complete Year 3 (the final year) of the New Superintendent Induction Program. She has developed skills in strategy development, data analysis, and instructional leadership. She has earned at least Proficient ratings on each major assignment.
- Student Learning Goal #1: College Readiness. Three of the four goals have been completed and the fourth goal - collaboration with Mount Wachusett Community College and Monty Tech's Postgraduate and Continuing Studies program is in progress.
- Student Learning Goal #2: Career Readiness. Five newly developed curriculum maps for the Veterinary Science program have been approved. The district has also provided opportunities for academic and vocational teachers to work together to identify potential areas for academic and technical integration.
- District Improvement Goal: The four goals have been completed.
 - Use of Xenegrade registration system for Postgraduate and Continuing Studies Program.
 - Revamped existing web presence.
 - Evaluated past enrollment trends and maintain updated data.
 - Worked with area service organizations to identify workforce program needs/student interest.

Out-of-State Field Trip – NCESSE Conference

Mrs. Barclay moved that the District Committee vote to approve the overnight out-of-state trip for four Mission 11 students and one teacher chaperone to travel to Washington, DC to present at the National NCESSE Conference at the Smithsonian National Air and Space Museum from June 27-30, 2018 with expenses to be paid by fundraising up to \$2,000.

Seconded by Mrs. Phillips.

Vote – so voted.

Mr. Walker abstained from voting.

PRINCIPAL'S REPORT

Student Representative's Monthly Report

Alexander Commodore, Student Representative to the School Committee gave his final report on the student activities. Students continue to help with the Fitchburg cleanup and the Drama Club presentation went well. He reported on sign out dates for the seniors.

Principal's Monthly Report

Principal Browne presented a written report outlining March 2018 events.

- The Monty Tech Drama Club presented three performances of *The Drowsy Chaperone*. He listed many of the students, faculty and staff involved in this production.
- There were 307 members of the Monty Tech School Community present at the 31st Annual Superintendent's Dinner. Dozens of faculty members stepped up to ensure the dinner's success.
- The musical partnership of the Monty Tech and Leominster High School Band and Chorus held concerts at each school. A list of the participating Monty Tech students was provided.
- Samantha Collette, a CAD/Drafting & Design student from Westminster, received the MAVA Outstanding Vocational Student Award at a MAVA dinner at Mechanics Hall, Worcester.

Upcoming events for May were listed in the report.

Enrollment/Withdrawal/New Entry Report

The Enrollment/Withdrawal/New Entry Report from March 24, 2018 through April 20, 2018 and the Discipline/Attendance Report for March 2018 were presented for perusal. The attendance percentage for February was 95.2%.

Program Advisory Meeting Minutes

Minutes of the Program Advisory Committee meetings of February 8, 2018 were presented for information. Mr. Hachey answered questions from School Committee members.

Special Education Program Advisory Committee

Only one parent was present for the Special Education Parent Advisory Committee meeting scheduled for February 8, 2018. Victoria Zarozinski reviewed a brief PowerPoint presentation with that parent.

Practical Nursing Program Advisory Committee

Minutes of the Practical Nursing Program Advisory Committee meeting of February 8, 2018 were presented for information. A quorum was not present for the meeting.

Veterinary Science Program Advisory Committee

Minutes of the Veterinary Science Program Advisory Committee of February 15, 2018 were presented for information.

REPORTS BY SUBCOMMITTEES

Financial Planning

Eric Olson, Chairperson of the Financial Planning Subcommittee, was not present this evening and there was no report. The Subcommittee plans to meet in May.

Policy

Mr. Gilbert, Chairperson of the Policy Subcommittee, was not present this evening. Mrs. Barclay reported that the Policy Subcommittee plans to meet on May 8, 2018.

Capital Improvements

Mr. Cournoyer, Chairperson of the Capital Improvements Subcommittee, had nothing to report at this time.

Workforce

Mr. Cournoyer, Chairperson of the Workforce Subcommittee, presented a PowerPoint of the Evaluation Form for the Superintendent's Evaluation. Members were encouraged to submit their evaluation online. Hard copies are available and can be submitted by the members. All evaluations are due by May 18, 2018.

Student Advisory

Mrs. Barclay, Chairperson of the Student Advisory Subcommittee, said that the Subcommittee will meet with the students on May 18, 2018 at 11 am.

Scholarship (ad hoc)

Mrs. Barclay, Chairperson of the Scholarship (ad hoc) Subcommittee, said that the Subcommittee will meet on May 22, 2018.

FINANCIAL MATTERS

Financial Statements

The March 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 \$31,070.87 as listed in the Business/HR Manager's memo of April 17, 2018 for the Veterinary Science Training Program Building.

Seconded by Mrs. Phillips.

Vote – so voted.

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

COMMUNICATIONS

Teachers' Information or Proposals

No teachers were present this evening.

School Committee Chairman Report

Meeting with Mayor Hawke

Mr. Walker attended a meeting led by Mayor Hawke and attended by sending school district officials. The discussions centered on financial problems facing the schools.

Mr. Walker toured the Vet Tech Building with School Committee members this evening. It looks wonderful and showcases the work done by the students.

School Committee Information or Proposals

Mrs. Reynolds moved that the District Committee support a nomination for the U.S. Marine Corps to receive the Outstanding School Partner Award which is being offered through MASC for their support of the Monty Tech JROTC.

Seconded by Mr. Capone.

Vote – so voted.

Mr. Walker abstained from voting.

Mrs. Barclay will handle the specifics for the nomination paperwork.

School Committee Comments

Several School Committee members spoke about the wonderful Superintendent's Dinner.

Mr. Brassard attended a fund raiser for NEADS.

Adjournment

Mr. Cyganiewicz moved to adjourn.

Seconded by Mr. Capone.

Vote – so voted.

Mr. Walker abstained from voting.

The meeting adjourned at 8:15 pm.

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

Terri Hillman, Secretary