

MONTACHUSETT REGIONAL VOCATIONAL TECHNICAL SCHOOL  
Monty Tech Drive, Fitchburg, MA 01420  
Regular Meeting No. 130-653 – October 5, 2016

The Montachusett Regional Vocational Technical School held regular meeting No. 130-653 on Wednesday, October 5, 2016 at 7 pm at the Montachusett Regional Vocational Technical School, Monty Tech Drive (off 1050 Westminster Street), Fitchburg, Massachusetts.

Members of the School Committee present:

Mrs. Barbara Reynolds	Lunenburg
Mr. Ross Barber	Westminster
Mr. Ronald Tourigny	Fitchburg
Mr. James Cournoyer	Holden
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
Mr. Brian Walker	Fitchburg
Ms. Claudia Holbert	Fitchburg
Ms. Whitney Marshall	Barre
Dr. Kenneth I. H. Williams	Sterling
Mr. Eric Commodore	Gardner
Mr. Eric Olson	Phillipston
Mrs. Kathleen Airoidi	Hubbardston
Mrs. Toni Phillips	Athol
Mr. James Gilbert	Templeton

Members of the School Committee absent:

Mr. James S. Boone	Gardner
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:

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
Christine Krause	Administrative Assistant to the Superintendent-Director
Terri Hillman	Recording Secretary

**CALL TO ORDER**

Mrs. Reynolds, Chairperson, called the meeting to order at 7:06 pm and welcomed everyone. The meeting opened with the Pledge of Allegiance.

**INTRODUCTION OF GUESTS AND VISITORS**

Mr. LeRoy Clark, Fitchburg, requested information for a project he is working on. As required, he presented a written request to the Superintendent-Director.

**APPROVAL OF MINUTES**

**Regular Meeting– September 7, 2016**

**Mrs. Barclay moved that the District Committee approve the minutes of the regular meeting of September 7, 2016 as presented.**

**Seconded by Mrs. Swenson.**

**Vote – so voted.**

**Mrs. Airoidi, Mr. Cournoyer, Mrs. Reynolds, and Mr. Simms abstained from voting.**

**Revised Regular Minutes – June 22, 2016 and August 3, 2016**

**Dr. Williams moved that Items 2.a) and 2.b) be tabled pending review by Legal Counsel.**

**Seconded by Mrs. Barclay.**

**Vote – so voted.**

**Mrs. Holbert voted in opposition and Mrs. Reynolds abstained from voting.**

**SUPERINTENDENT-DIRECTOR'S REPORT**

**MCJROTC Battalion Designation**

First Sgt. Paul Jornet and the cadets of Monty Tech's Marine Corps Junior ROTC Program have been designated as a MCJROTC Honor School for their civic commitment and student achievement during the 2015-2016 school year. A copy of the letter from the Commanding General of the Marine Corps Training and Education Command in Quantico was presented to the School Committee members.

**Mrs. Swenson moved that a letter on behalf of the School Committee members be sent to First Sgt. Jornet and the cadets congratulating them on this wonderful designation.**

**Seconded by Mrs. Barclay.**

**Vote – so voted.**

**Mrs. Reynolds abstained from voting.**

**Veterinary Science Training Program Update**

Superintendent Harrity gave a PowerPoint update on the Monty Tech Veterinary Science Training Program as of October 5, 2016. It included photos of the Groundbreaking Ceremony held on September 16, 2016, information on the 22<sup>nd</sup> Annual Golf Tournament, the renovations completed in the Gymnasium, and the upcoming events for the month of October.

All four walls of the Vet Tech Building will be completed by the end of this week. The Plumbing and Electrical students have started their work on the project. This project will be a great learning experience for all the construction students. It will “Bring Learning Alive” for them.

If School Committee members are interested, Superintendent Harrity will arrange a time for them to visit to see the site and the students at their work.

The Monty Tech Foundation 22<sup>nd</sup> Annual Golf Tournament was held on September 26, 2016. Over \$10,000 was raised for the Scholarship Fund and 112 golfers participated.

Mr. Gould expressed disappointment that the Town of Westminster has charged Monty Tech \$25,000 for the building permit for the Vet Tech Building. The School is building an educational facility which will benefit the District and benefit the Town of Westminster.

Mr. Cournoyer said that working on this project is an experience the students will never forget. It is a great project for the community. He also expressed disappointment that the Town of Westminster charged \$25,000 for the building permit. He mentioned the work Monty Tech has done in that community.

#### **Other - MCAS and AP Results 2016**

Christina Favreau, Director of Academic Programs, presented a PowerPoint with MCAS and AP results for 2016. All three categories exceeded the State averages.

- **ELA** - All students have passed ELA for the second year in a row.
- **Math** - The passing rate was 99%
- **Biology** - The passing rate was 99% which was an improvement of 1%.

**Title I** – There was improvement in all areas.

- **ELA** – The passing rate was 100%
- **Math** – The passing rate was 98%. This group had the most growth.
- **Biology** – The passing rate was 97%.

Ms. Favreau listed the support programs that Monty Tech offers to help students pass their MCAS tests.

#### **AP**

Ms. Favreau said that 145 students were enrolled in AP courses and 187 AP exams were taken (some students were enrolled in more than one course). Qualifying scores were 27%.

## **PRINCIPAL'S REPORT**

### **Student Representative' Report**

Leon Gaulin, Student Representative to the School Committee, reported on the second week of Exploratory, Spirit Week and the Homecoming Pep Rally and Dance scheduled for this weekend.

### **October 1<sup>st</sup> Enrollment**

The City/Town Enrollment by Grade/Gender as of 10/03/16 was presented. The total number of students enrolled as of that date was 1,433. There are 370 Freshmen (192 males and 178 females) enrolled.

### **Enrollment Report**

The Enrollment/Withdrawal/New Entry Report from 9/7/16 to 9/22/16 was presented for information.

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

Principal Browne presented a written report with information on September events.

- All Staff participated in Online PowerPoint Mandated Training on September 7. The program was created by Vicki Zarozinski, Director of Student Support Services, John Bozicas, IEP Team Leader, and Tom Browne, Principal.
- Nurses' Emergency Procedures were presented to the faculty by Lori Reppucci, Lead Nurse, Rene Paine, School Nurse and Jean Liddy, School Nurse.
- Back to School Night was held on September 8. This was the third year of the new format – parents follow their student's schedule throughout the session and meet the student's academic teachers.
- Chromebook Distribution was held on September 13 (Freshmen and Juniors) and September 20 (Sophomores and Seniors). The distribution was handled by Pam Pothier, Technology Director, Chad Snyder, Technology, Dayana Carlson, Assistant Principal, and Shannon Cleveland, Co-op Coordinator. A team of secretaries and assistants supported the distribution.
- Katy Whitaker, Development Coordinator, arranged a half Professional Development Day on September 23.
- Over 90 public and private colleges, universities, unions and career training programs attended the 10<sup>th</sup> Annual College and Career Fair arranged by Vicki Zarozinski, Director of Student Support and Guidance.

The report included a list of upcoming events for October.

### **Other – Band Co-op**

Principal Browne and Superintendent Harrity reported on a possible Band Co-op with Leominster High School. Leominster would welcome Monty Tech students to be part of their Band. They would shift their schedule to accommodate our students. On Thursday, October 13, members of the Band will be at Monty Tech during Period 8 to speak to the students.

**PERSONNEL**

**Appointments**

The following appointments have been made:

- Justine Ferguson      English as Second Language Teacher
- Jessica Michlik      ECC Certified Teacher for Child Care Center

**REPORTS BY SUBCOMMITTEES**

**Financial Planning**

Mr. Commodore, Chairperson, said the Subcommittee is waiting for final State figures before presenting a revised FY17 Budget.

**Policy**

Mr. Gilbert, Chairperson, said that the Subcommittee met on September 13, 2016.

**Mr. Olson moved that the District Committee vote to approve for a second reading Policy JLCD – Administering Medications to Students.**

**Seconded by Mrs. Barclay.**

**Vote – so voted.**

**Mrs. Reynolds abstained from voting.**

The next meeting of the Policy Subcommittee is scheduled for October 18, 2016 for a final review of the Admissions Policy. Attorney Bell will check with the Attorney General's office as to the proper posting of this meeting.

**Capital Improvements**

Mr. Cournoyer, Chairperson, said there is nothing to report at this time.

**Workforce**

Mr. Walker, Chairperson, said that the Workforce Subcommittee met with the MRTA Negotiations team tonight prior to the full School Committee meeting. The next meeting is scheduled for November 16, 2016.

**Student Advisory**

Mrs. Barclay, Chairperson, said that the meeting of the Student Advisory Subcommittee with the students has been scheduled for October 26, 2016 at 11 am.

**Technology (ad hoc)**

Mr. Olson, Chairperson, said that the Subcommittee met on September 21, 2016. All students have started the school year with a Chromebook. There will be a presentation on the Chromebook roll out at a future meeting.

**Scholarship (ad hoc)**

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

**FINANCIAL MATTERS**

**Financial Statements**

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

**Line Item Transfers**

**Mrs. Swenson moved that the District Committee vote to approve the transfer to and from the accounts as outlined in the memo dated September 23, 2016 from Tammy Crockett, Business/HR Manager.**

**Seconded by Mr. Gould.**

Discussion ensued regarding highlighting these line items in the budget review. After discussion,

**Mr. Gould moved the question.**

**Seconded by Mrs. Barclay.**

**Vote – so voted.**

**Mrs. Reynolds abstained from voting.**

**Vote on motion for the transfer of line items**

**So voted.**

**Mrs. Reynolds abstained from voting.**

**Acceptance of Donation**

**Mr. Gould moved that the District Committee vote to accept the donation from the Community Foundation of North Central MA for payment to Siponmaa Inc. in the amount of \$17,058.75 for site demolition for the Veterinary Science Training Program Building.**

**Seconded by Mr. Capone.**

Mr. Barber distributed a memo regarding Bidding Procedures and Prevailing Wage Rates. Attorney Bell had contacted the Attorney General's office regarding the School Committee's vote to have the Community Foundation of North Center MA be the conduit to receive donations for the Veterinary Science Training Program Building and to disperse payments. The Attorney General's office confirmed that this was a satisfactory method. Attorney Bell will contact the Attorney General's office again.

**Vote on acceptance of Donation**

**So voted.**

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

**COMMUNICATIONS**

**Teachers Information or Proposals**

There was no report this evening.

**School Committee Chairperson's Report**

**School Committee Holiday Gathering**

Mrs. Reynolds distributed suggestions for a Holiday Gathering. Members were asked to return their response by October 14, 2016 to Chris Krause.

**Request to Attend National SkillsUSA Conference – Lexington, KY**

**Mrs. Barclay moved that the District Committee approve up to \$2,500 for Diane Swenson to attend and participate in the National SkillsUSA Competition in Louisville, KY from June 17 through June 24, 2017. Expenditures not to exceed \$2,500.**

**Seconded by Mrs. Holbert.**

**Vote – so voted.**

**Mrs. Reynolds and Mrs. Swenson abstained from voting.**

**School Committee Comments**

Mr. Gould encouraged members to stop by to see the students working on the Vet Tech Building.

Mr. Simms attended the Groundbreaking Ceremony and said it was a wonderful event. School Committee members would have been proud to hear the two students who spoke. He mentioned long time members Mr. Gould and Dr. Williams and the many changes they must have seen during their tenure.

Mrs. Swenson asked to have a program specific to explaining line items in the FY18 Budget. It would be especially helpful for new Committee members.

Mr. Mollica spoke about putting funds in the shop line item accounts.

Mr. Cournoyer is the Delegate to the MASC/MASS Joint Conference and asked members to provide him with any input regarding the questions he will be voting on.

Ms. Marshall said there will be a “Charting the Course” for School Committee members in Barre on November 16, 2016 at 5:30 pm.

Many members expressed concern and disappointment that Westminster has charged \$25,000 for the building permit for the Vet Tech building.

**Adjournment**

**Mr. Gould moved to adjourn.**

**Seconded by Mrs. Swenson.**

**Vote – so voted.**

**Mrs. Reynolds abstained from voting.**

The meeting adjourned at 9:40 pm.

Sheila M. Harrity  
Superintendent-Director