

MONTACHUSETT REGIONAL VOCATIONAL TECHNICAL SCHOOL
Monty Tech Drive, Fitchburg, MA 01420
Regular Meeting No. 130-654 – November 21, 2016

The Montachusett Regional Vocational Technical School held regular meeting No. 130-654 on Monday, November 21, 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. 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
Mr. Eric Commodore	Gardner
Mr. Eric Olson	Phillipston
Mrs. Toni Phillips	Athol
Mr. James Gilbert	Templeton

Members of the School Committee absent:

Mr. Edward Simms	Petersham
Mrs. Diane B. Swenson	Ashburnham
Mr. James S. Boone	Gardner
Dr. Kenneth I. H. Williams	Sterling
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
Dayana Carlson	Assistant Principal
James Hachey	Director of Vocational Programs
Christina Favreau	Director of Academic Programs
Pamela Pothier	Director of Technology
Michael Gormley	Director of Facilities
Christine Krause	Administrative Assistant to the Superintendent-Director
Chad Snyder	AV Technician
Terri Hillman	Recording Secretary
Katy Whitaker	Development Coordinator

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.

APPROVAL OF MINUTES

Regular Meeting– October 5, 2016

Mrs. Barclay moved that the District Committee approve the minutes of the regular meeting of October 5, 2016 as presented.

Seconded by Mr. Olson.

Vote – so voted.

Mrs. Reynolds abstained from voting.

Revised Regular Minutes – August 3, 2016

Mrs. Barclay moved that the District Committee approve the revised regular meeting minutes of August 3, 2016.

Seconded by Mr. Commodore.

Vote – so voted.

Mr. Olson, Mrs. Reynolds, Mr. Walker, and Ms. Weeks abstained from voting.

Revised Regular Minutes – June 22, 2016

Mrs. Barclay moved that the District Committee approve the revised regular meeting minutes of June 22, 2016.

Seconded by Ms. Weeks.

Vote – so voted.

Mrs. Reynolds abstained from voting.

SUPERINTENDENT-DIRECTOR’S REPORT

Veterinary Science Training Program Update

Superintendent Harrity gave a PowerPoint update on the Monty Tech Veterinary Science Training Program as of November 21, 2016. The total support/program match for Phase 1 is \$1,975,461. The amount needed to reach the total projected cost is \$2,250,000 which is \$274,539 short of the goal. Superintendent Harrity listed new donations received and the applications for funding that are pending. An unnamed donor is pledging \$200,000 for Phase II.

Superintendent Harrity reviewed the benchmarks and timelines for the project and had several photographs of the work in progress. Philip M. Grzewinski, President of the Community Foundation of North Central MA, visited the project.

Student comments were included in the report. They are excited to be working on the project and say they are getting more life and work experience. “This building will be here for generations to come. When I am older, I can look back on this project and know that I worked on it, and someday my kids can come here see that I built this.”

(Emily Semenza, Masonry)

Included in the report were pictures of the Gymnasium. Several members of the School Committee toured the Gymnasium prior to the meeting.

Superintendent's Update

Superintendent Harrity presented a written report of her activities in October and November.

- Met with Joan Connolly, Coach in the Superintendent's Program, and also attended a full day Cohort meeting.
- Reported on the implementation of the 1 to 1 Chromebook initiative. The Chromebooks were distributed to 1436 students and the teaching and learning is going well.
- Asked to be a Keynote Speaker at the U.S. Department of Education Blue Ribbon Conference in Washington DC where the 330 top schools were recognized. She shared Monty Tech with the nation.
- Attended an Economic Development Summit with Governor Baker, Lt. Governor Polito and Jay Ash in Worcester.
- Was a panelist at the Gateway Cities Innovation Summit in Springfield.
- Met with several potential donors for the Veterinary Clinic Project and met with the Executive Director of NEADS to discuss partnership with the project.
- Met with President Asquino and Mt. Wachusett Community College's Administrative team to continue work on our partnership.
- Met with Chiefs of Police and Fire from Fitchburg and Westminster to discuss school safety plans and mutual cooperation, and reviewed Safety Protocols and emergency procedures at a Faculty meeting. Principal Browne, Mr. Gormley, SRO Romano and 1st Sgt. Jornet also attended the meeting.
- Conducted ALICE training and emergency procedures with new teachers and mentors and with the entire freshman class.

Approval of Submission of Grants

Superintendent Harrity reviewed the requests being submitted for grant funding from the Massachusetts Life Sciences Center and from the Massachusetts Workforce Skills Cabinet.

Mr. Gould moved that the District Committee vote to approve the submission of the Massachusetts Life Sciences Center grant in the amount of \$99,697.18 to support the expansion of the Life Sciences course offerings,

and

that the District Committee vote to approve the submission of the Massachusetts Workforce Skills capital grant in an amount not to exceed \$500,000 to support, to upgrade and to expand the Machine Technology program.

Seconded by Mr. Capone.

Vote – so voted.

Mrs. Reynolds abstained from voting.

PRINCIPAL'S REPORT

Student Representative' Report

Leon Gaulin, Student Representative to the School Committee, was absent this evening and there was no report.

Enrollment Report

The Enrollment/Withdrawal/New Entry Report from September 23 through October 31, 2016 and the Discipline Report for September 2016 were presented for information. Attendance percentage year-to-date is 98.9%.

Principal's Monthly Report

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

- To support teachers' efforts to participate in 15 hours of moderate special needs professional development, Kay Whitaker worked with Keys to Literacy to provide a 4-session after-school course here at Monty Tech.
- Approximately 473 students and members of their families attended the dinners to celebrate their achieving Honor Roll status. It was a record breaking year in terms of the number of students who earned the Honor Roll recognition. A list of the students and their communities was provided to the Committee.
- A total of 246 students are participating in VIP Session #1.
- Students are interested in being part of a band or chorus program. Plans for a music/band program partnership are proceeding with the Leominster High School. The current goal is to provide two Holiday Concerts in December, one at Leominster and one at Monty Tech.
- Approximately 538 students participated in Tour Day and 148 students have completed the application process and 21 more have started it.
- The Fall Program Advisory Dinner was well attended. Nearly 300 members of the School's various Vocational Program Advisories as well as the LPN Program Advisory came together for the annual welcome back gathering.

The report included a list of upcoming events for November.

PERSONNEL

Appointment

The following appointment has been made:

Merissa Blaisdell Speech Language Pathologist, Student Support Services

Retirement

Susan Goguen, Special Education Teacher, has submitted her letter of intent to retire at the end of the 2016-2017 school year.

Mr. Barber requested that a letter be sent to Ms. Goguen on behalf of the School Committee thanking her for her service to Monty Tech and wishing her happiness in her retirement.

REPORTS BY SUBCOMMITTEES

Financial Planning

Mr. Commodore, Chairperson, had no report at this time.

Policy

Mr. Gilbert, Chairperson, said that the Subcommittee did not meet in October. A meeting is tentatively being scheduled for November 29, 2016.

Capital Improvements

Mr. Cournoyer, Chairperson, had no report at this time.

Workforce

Mr. Walker, Chairperson, said that the Workforce Subcommittee has a meeting scheduled in December with the Custodial Staff. Meeting with the MRTA Negotiations team are ongoing.

Student Advisory

Mrs. Barclay, Chairperson, said that the Student Advisory Subcommittee met with the students last week. It was a great meeting. The students said the opening of school went well. They are delighted with the Chromebooks. The Cafeteria is still an issue for them and they have concerns about not having the opportunity to use their cell phones during lunch period.

Technology (ad hoc)

Mr. Olson, Chairperson, had no report at this time.

FINANCIAL MATTERS

Financial Statements

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

Approval of Health Insurance Rates

Mrs. Barclay moved that the District Committee vote to approve the Health and Dental Insurance rates as presented by the Business Manager in the memo of October 26, 2016.

Seconded by Mr. Olson.

Vote – so voted.

Mrs. Reynolds abstained from voting.

Mrs. Crockett, Business Manager, explained how the insurance rates are arrived at for Monty Tech.

Acceptance of Donations

Comments by District's Legal Counsel

Attorney Andrea Bell presented a PowerPoint showing copies of the emails exchanged with the Attorney General's office beginning on May 9, 2016 requesting information on the proper handling of donations given to the School for the Veterinary Science project.

After Atty. Bell's PowerPoint presentation, Mary Barclay made a motion that the email of October 28, 2016 from Debra Anderson be included in our records as their final determination for compliance. John Mollica suggested that the entire PowerPoint presentation be included in the records.

Seconded by Jim Gilbert

Vote – so voted.

Mrs. Reynolds abstained from voting.

Mr. Gould moved that the District Committee vote to accept the donation from BNY Mellon in the amount of \$2,420 as presented.

Seconded by Mrs. Barclay.

Vote – so voted.

Mr. Commodore, Mr. Mollica and Mrs. Reynolds abstained from voting.

Mr. Gould moved that the District Committee vote to accept the donation from the Community Foundation of North Central Massachusetts in the amount of \$120,424.99 for payment as presented.

Seconded by Mrs. Barclay.

Vote – so voted.

Mr. Barber and Mrs. Reynolds abstained from voting.

Acceptance of Grants

Mr. Gould moved that the District Committee vote to accept the grants from the Department of Elementary and Secondary Education as follows:

Title I Allocation	\$256,691
Title II Part A	\$ 32,696
SPED 94-142	\$346,267
Perkins	\$218,648

Seconded by Mrs. Barclay.

Vote – so voted.

Mrs. Reynolds abstained from voting.

Award of Bid - #2017-01 – Grocery and Paper Products

Mr. Gould moved that the District Committee accept the recommendation of the Business Manager and vote to award the contract to supply grocery and paper products during the 2016-2017 school year to Performance Foodservice, Springfield, MA, at an approximate total cost of \$152,348.67.

Seconded by Mrs. Barclay.

Vote – so voted.

Mrs. Reynolds abstained from voting.

Award of Bid #2017-02 – Bread and Rolls

Mr. Gould moved that the District Committee accept the recommendation of the Business Manager and vote to award the contract to supply bread products during

the 2016-2017 school year to Duva Distributors, Inc., Shrewsbury, MA, for a total estimated cost of \$25,658.94. Duva and another vendor, Calise, were the only vendors to bid on all items.

Seconded by Mrs. Barclay.

Vote - so voted.

Mrs. Reynolds abstained from voting.

Surplus Equipment – Auto Collision/Repair Frame Machine

Mr. Gould moved that the District Committee vote to declare the Chief EZ Liner Frame Machine surplus equipment and that it be auctioned off.

Seconded by Mrs. Barclay.

Vote – so voted.

Mrs. Reynolds abstained from voting.

COMMUNICATIONS

Teachers Information or Proposals

There was no report this evening.

School Committee Chairperson's Report

Mrs. Reynolds said that Mr. Simms has gone to Florida to spend time with his daughter. Many School Committee members attended the Celebration of Life for his wife, Kay.

She asked the members to let her know if there are any reports they would like to have on a monthly basis. Mr. Tourigny requested reports on the waiting list for school acceptance.

Mrs. Reynolds attended the Honor Roll Banquet. She reminded members to return their reservations for the Holiday Gathering.

School Committee Comments

Mrs. Holbert spoke about the need for sensitivity in compiling the requested waiting list. It must be done in a professional and discreet way.

Mrs. Barclay, Mrs. Holbert, Ms. Marshall, Mrs. Weeks, Mr. Cournoyer, and Superintendent Harrity attended the MASC/MASS Conference. Mrs. Barclay presented a written report.

Mr. Olson wished Mary Barclay a Happy Birthday. He attended the celebration for Mrs. Simms. His oldest daughter attended the VIP Program.

Mr. Gilbert thanked everyone for their kindness on the passing of his Mother.

Adjournment

Mr. Gould moved to adjourn.

Seconded by Mrs. Barclay.

Mrs. Reynolds abstained from voting.

Vote – so voted.

The meeting adjourned at 8:40 pm.

Sheila M. Harrity
Superintendent-Director

T. Hillman, Recording Secretary