

MONTACHUSETT REGIONAL VOCATIONAL TECHNICAL SCHOOL  
Monty Tech Drive, Fitchburg, MA 01420  
Regular Meeting No. 130-655 – December 7, 2016

The Montachusett Regional Vocational Technical School held regular meeting No. 130-655 on Wednesday, December 7, 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 (arrived 7:15 pm)
Ms. Melanie Weeks	Fitchburg
Mrs. Diane B. Swenson	Ashburnham
Mrs. Mary C. Barclay	Royalston
Mr. James S. Boone	Gardner
Mr. Peter B. Capone	Ashby
Mr. Burton E. Gould, Jr.	Winchendon
Mr. Brian Walker	Fitchburg
Ms. Whitney Marshall	Barre
Dr. Kenneth I. H. Williams	Sterling
Mrs. Kathleen Airoidi	Hubbardston
Mrs. Toni Phillips	Athol
Mr. James Gilbert	Templeton

Members of the School Committee absent:

Mr. John P. Mollica	Princeton
Mr. Edward Simms	Petersham
Ms. Claudia Holbert	Fitchburg
Mr. Eric Commodore	Gardner
Mr. Eric Olson	Phillipston
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:

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
Katy Whitaker	Development Coordinator
Christine Krause	Administrative Assistant to the Superintendent-Director
Keyna Thomas	Administrative Assistant to the Superintendent-Director
Chad Snyder	AV Technician
Terri Hillman	Recording Secretary

**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– November 21, 2016**

**Mrs. Barclay moved that the District Committee approve the minutes of the regular meeting of November 21, 2016 as presented.**

**Seconded by Ms. Marshall.**

**Vote – so voted.**

**Mrs. Airoidi, Mr. Boone, Mrs. Reynolds, Mrs. Swenson and Dr. Williams abstained from voting.**

**SUPERINTENDENT-DIRECTOR'S REPORT**

**Superintendent's Update**

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

- Met with Joan Connolly, Coach in the Superintendent's Program, on Monday, November 28, 2016 and toured the vocational programs and construction site.
- Reported on the Chromebooks. There is regular use of the Chromebooks in some manner in the classrooms. Many teachers have instituted the use of a Google Classroom which allows instructors to communicate directly with their students. A full survey of the faculty's experience using the Chromebooks will occur this month. There has been a problem with slowness but the Technology Department continues to work with our partners at Lenovo and Google to address these concerns.
- Have been asked to be a panelist for a National webinar titled “Leadership Traits of Principals Who Head High Performing Schools” for the National Association of Secondary School Principals.
- Attended a meeting of the Board of Higher Education at Mt. Wachusett Community College. President Asquino was honored and publicly recognized for the work he has done for North Central Massachusetts.
- Conducted a Department Liaison Meeting to discuss budget needs in each department.
- Secured a motivational speaker, Chris Gardner. His life was published as an autobiography, *The Pursuit of Happyness*. Mr. Gardner will speak to students and staff on Monday, February 27, 2017.
- Submitted Veterinary Science proposals to Avidia Bank, VetCor, and Life Is Good Foundation.
- A new articulation agreement between MWCC and our Business Technology Program has been created which will result in 3 credits toward an Accounting degree.
- Maureen LaCroix, Department of Education, extended an invitation to administrators and School Committee members to attend the Central Massachusetts Community Forum with the Commissioner of Education at Fitchburg State University on Tuesday, January 17, 2017.

## **PRINCIPAL'S REPORT**

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

Leon Gaulin, Student Representative to the School Committee, reported on school activities:

- Winter sports have started.
- JROTC is helping with Toys for Tots.
- The MT-LHS Holiday Concert will be held at Leominster High School on Wednesday, December 14, 2016 and 25 to 30 Monty Tech Students will participate.
- The seniors have chosen New York City for their senior trip.
- The local SkillsUSA competitions have been held and the award ceremony is scheduled for Friday, December 16, 2016.
- The Chromebooks are used in almost every classroom and the new filters have increased the speed.

### **Enrollment Report**

The Enrollment/Withdrawal/New Entry Report from November 1 through November 23, 2016 and the Discipline Report for October 2016 were presented for information. Attendance year-to-date is 96 percent.

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

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

- **NO** Monty Tech students had to participate in the MCAS ELA Retest as all students who have currently taken the assessment have passed.
- National Honor Society Induction Ceremony was held on November 16, 2016 and a list of the students who were inducted was provided.
- Parent Teacher Conferences were held on November 17 and 22, 2016. The online scheduling system *PickATime* was used to schedule all conferences. This system allowed families to create their own conference schedule. Tammy Lafalam served as the school-to-community link for the conferences and helped families navigate the online system.
- The MT-LHS Holiday Concert will be held at Monty Tech on Tuesday, December 20, 2016.

The report included a list of upcoming events for December.

## **PERSONNEL**

### **Appointments**

The following appointments have been made:

- Shane Dillon                      Marine JROTC Instructor
- Keyna Thomas                      Administrative Assistant to the Superintendent-Director

## **REPORTS BY SUBCOMMITTEES**

### **Financial Planning**

Mr. Commodore, Chairperson, was not present this evening and there was no report.

**Policy**

Mr. Gilbert, Chairperson, said that the Subcommittee is scheduled to meet next week.

**Capital Improvements**

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

**Workforce**

Mr. Walker, Chairperson, said that the Workforce Subcommittee has scheduled a meeting with the Maintenance/Custodial Staff.

**Student Advisory**

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

**Technology (ad hoc)**

Mr. Olson, Chairperson, was not present this evening and there was no report.

**Scholarship (ad hoc)**

Mrs. Barclay, Chairperson, will send out packets after the first of the year to those who are interested in being on the Scholarship Subcommittee.

**FINANCIAL MATTERS**

**Financial Statements**

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

**Acceptance of Donation**

**Mrs. Barclay moved that the District Committee vote to accept the donation from the Community Foundation of North Central Massachusetts for payment of invoices in the amount of \$34,528.01 as listed in the memo from the Business/HR Manager dated November 28, 2016.**

**Seconded by Mrs. Swenson.**

**Vote – so voted.**

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

**COMMUNICATIONS**

**Teachers Information or Proposals**

There was no report this evening.

**School Committee Chairperson's Report**

Mrs. Reynolds attended the Veterinary Tech Advisory Committee meeting. She said that the Holiday Gathering for School Committee Members and School Administrators was held at the Sonoma Restaurant and Mr. Brady was very gracious and provided a delicious meal.

Mrs. Reynolds said that Mr. Simms is in Florida with his daughter. He is returning to stay in Connecticut for a short period and would like to Skype in for the January School Committee meeting but not vote. He does not want to give up his position on the School Committee. Mrs. Swenson provided all the members with his Connecticut address and encouraged everyone to send him a card.

**Mrs. Barclay moved that in the absence of a School Committee policy, the District Committee vote to allow Mr. Simms to participate remotely in meetings of the Monty Tech School Committee.**

**Seconded by Mrs. Swenson.**

**Vote – so voted.**

**Mr. Gilbert and Mrs. Reynolds abstained from voting.**

**School Committee Comments**

All School Committee members individually thanked Chris Krause for her service to Monty Tech and wished her well in her retirement.

All School Committee members individually welcomed Keyna Thomas to her new position as Administrative Assistant to the Superintendent-Director.

Mrs. Swenson invited members to plan to attend the SkillsUSA National competition on June 19-23, 2017.

School Committee Members wished everyone a Merry Christmas.

**Adjournment**

**Mr. Gould moved to adjourn.**

**Seconded by Mrs. Barclay.**

**Vote – so voted.**

**Mrs. Reynolds abstained from voting.**

The meeting adjourned at 7:46 pm.

Sheila M. Harrity  
Superintendent-Director

T. Hillman, Recording Secretary