

MONTACHUSETT REGIONAL VOCATIONAL TECHNICAL SCHOOL

Monty Tech Drive, Fitchburg, MA 01420  
Regular Meeting No. 130-660 – May 3, 2017

The Montachusett Regional Vocational Technical School held regular meeting No. 130-660 on Wednesday, May 3, 2017 at 7 pm at the Montachusett Regional Vocational Technical School, 1050 Westminster Street, Fitchburg, Massachusetts.

Members of the School Committee present:

Mrs. Barbara Reynolds	Lunenburg
Mr. Ross Barber	Westminster
Mr. Ronald Tourigny	Fitchburg
Mr. John P. Mollica	Princeton
Mr. James Cournoyer	Holden
Ms. Melanie Weeks	Fitchburg
Mrs. Diane B. Swenson	Ashburnham
Mr. Edward Simms	Petersham
Mr. James S. Boone	Gardner
Mrs. Mary C. Barclay	Royalston
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
Mr. Eric Commodore	Gardner
Mrs. Kathleen Airoidi	Hubbardston
Mrs. Toni Phillips	Athol
Mr. James Gilbert	Templeton

Members of the School Committee absent:

Mr. Eric Olson	Phillipston
Ms. Claudia Holbert	Fitchburg
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
Thomas Browne	Principal
James Hachey	Director of Vocational Programs
Christina Favreau	Director of Academic Programs
Victoria Zarozinski	Student Services, Special Education Director
Katy Whitaker	Development Coordinator
Dayana Carlson	Assistant Principal
Michael Gormley	Director of Facilities
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 – April 5, 2017**

**Mr. Boone moved that the District Committee vote to approve the minutes of the regular meeting of April 5, 2017, as presented.**

**Seconded by Mrs. Swenson.**

**Vote – so voted.**

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

Mr. Simms asked School Committee members to join him in congratulating Leon Gaulin, Student Representative, for receiving the Cyber All American Award for Outstanding Achievement in the National Youth CyberPatriot Competition.

**Executive Session Minutes**

The executive session minutes of April 5, 2017 were circulated at the table and there were 14 approvals and 6 not present at the meeting recorded.

**SUPERINTENDENT-DIRECTOR'S REPORT**

**Superintendent's Update**

**Vet Tech Update**

Superintendent Harrity presented the film shown at the Superintendent's Dinner which gave an update on the Veterinary Science Training Program building. The windows and doors are being installed. To date \$2,021,362 has been donated. The fundraising efforts continue.

**Superintendent-Director's End-of-Year Update**

Superintendent Harrity presented a PowerPoint report on her annual goals for 2016-2017.

- By June 2017, she will have completed Year 2 of the New Superintendent Induction Program.
- Student Learning Goal #1: College Readiness – key actions and accomplishments were outlined.
- Student Learning Goal #2: Career Readiness – work has begun with each of the twenty vocational-technical programs identified, developed and aligned lesson plans for their identified frameworks.
- District Improvement Goal: key actions for this goal and accomplishments were outlined. A major accomplishment for this goal was the 1:1 Chromebook initiative. Every student was provided a Chromebook and received instructions on appropriate use. The Chromebooks have been in use for school year 2017.

Superintendent Harrity invited School Committee members to the Staff Appreciation Day Breakfast on May 9, 2017. She said that Sean Lowe, Cafeteria Manager, has been named “Outstanding Employee of the Year” by the Rotary Club, and that the teachers will award a scholarship in John Scott's honor at the Senior Awards Night.

**Vote on School Choice for the 2017-2018 School Year**

**Mrs. Barclay moved that the District Committee vote to accept School Choice students for the 2017-2018 school year for grades 10, 11, and 12 only.**

**Seconded by Mrs. Swenson.**

**Vote – so voted.**

**Mrs. Reynolds abstained from voting.**

**PRINCIPAL'S REPORT**

**Student Representative's Report**

Leon Gaulin, Student Representative, said that Community Service Projects are being completed. The Junior/Senior Prom is scheduled for May 12, 2017 at Wachusett Mountain. Academic Senior sign-out is scheduled for May 19 and Vocational Senior sign-out is scheduled for May 26, 2017. Leon will introduce the newly elected Student Representative at the June meeting.

**Principal's Monthly Report**

Principal Browne presented a written report with information on April 2017 events.

- Spring Concerts - the musical partnership of the Monty Tech students and the Leominster High School Band and chorus put on concerts at Monty Tech and Leominster High School.
- The 30<sup>th</sup> Annual Superintendent's Dinner was truly a school-wide effort.
- Olivia Houle, a Welding and Metal Fabrication student, was recognized as Monty Tech's outstanding student at the MAVA Outstanding Vocational Student Awards Dinner held in Worcester.
- Six students presented their business, marketing and high-tech projects at the Women in Technology Annual Projects Presentation.
- Nine students received gold medals at the SkillsUSA State Competition, four were voted National Voting Delegates and the State Officer was re-elected. These fourteen students will compete at SkillsUSA Nationals in Louisville, KY, in June.

The report included upcoming events for May 2017.

**Enrollment Report**

The Enrollment/Withdrawal/New Entry Report from March 25, 2017 through April 21, 2017 and the Discipline Report for March 2017 were presented for information.

Attendance percentage for March 2017 was 95.2%.

**Out-of-State Trip – SSEP Mission 9 Students**

**Mr. Walker moved that the District Committee vote to approve the out-of-state trip for four students and one chaperone to the NCESSSE SSEP National Conference in Washington, DC, leaving on June 27, 2017 and returning on June 30, 2017.**

**Seconded by Mrs. Barclay.**

**Vote – so voted.**

**Mrs. Reynolds abstained from voting.**

**Out-of-State Trip – JROTC Cadets**

Mr. Gould moved that the District Committee vote to approve the out-of-state trip via ground transportation for sixty JROTC cadets and two chaperones to the Marine Corps Base in Triangle, Virginia, and to Marine Corps Headquarters in Washington, DC, leaving on June 22, 2017 and returning on June 29, 2017.

Seconded by Mrs. Barclay.

Vote – so voted.

Mrs. Reynolds and Mrs. Weeks abstained from voting.

**Out of-State Trip – JROTC Cyber Security Students**

Mr. Gould moved that the District Committee approve the out-of-state trip via ground transportation for ten students and two chaperones to the Cyber STEM Camp in Front Royal, Virginia, leaving on July 8, 2017 and returning on July 15, 2017.

Seconded by Mrs. Barclay.

Vote – so voted.

Mrs. Reynolds abstained from voting.

**PERSONNEL**

**Retirement**

Ms. Lauri Guy, LPN Program Support Manager, has retired as of March 30, 2017. A letter on behalf of the School Committee will be sent to Lauri to thank her for her service to Monty Tech.

**Appointment**

Ms. Lea McDonald has been appointed LPN Program Support Manager. She started on May 1, 2017

**Resignation**

Ms. Amber Parker, English Teacher, has submitted her letter of resignation effective June 21, 2017.

**REPORTS BY SUBCOMMITTEES**

**Financial Planning**

Mr. Commodore, Chairperson, said there was no report this evening.

**Policy**

Mr. Gilbert moved that the District Committee vote to approve for a first reading the following policies:

- Policy ADB – Illegal/Controlled Substance-Free Schools
- Policy JICH – Illegal/Controlled Substance Use by Students Prohibited
- Policy IHAMB – Teaching about Body/Mind Altering and Illegal Controlled Substances
- Policy JLCD – Administering Medications to Students

Seconded by Mrs. Barclay.

Vote – so voted.

Mrs. Reynolds abstained from voting.

**Mr. Gilbert moved that the District Committee vote to approve the first reading to remove the Policy ADC - Tobacco-Free Schools.**

**Seconded by Mrs. Barclay.**

**Vote – so voted.**

**Mrs. Reynolds abstained from voting.**

### **Capital Improvements**

Mr. Cournoyer, Chairperson, said there was no report at this time.

### **Workforce**

Mr. Walker, Chairperson, presented a timeline for the Superintendent-Director's evaluation for 2016-2017 and for goal setting for 2017-2018. The next meeting of the Workforce Subcommittee to review the Superintendent's proposed goals is scheduled for May 15, 2017.

### **Student Advisory**

Mrs. Barclay, Chairperson, said that a meeting of the Student Advisory Subcommittee is scheduled for Tuesday, May 9, 2017, at 11 am.

### **Technology (ad hoc)**

Mr. Olson, Chairperson, was not present and there was no report at this time. Mr. Olson was at the Phillipston Town Meeting presenting Monty Tech's FY 2018 Budget.

### **Scholarship (ad hoc)**

Mrs. Barclay, Chairperson, said there was no report at this time. The Subcommittee will start meetings in the fall in preparation for a scholarship to be awarded at the 2018 graduation.

## **FINANCIAL MATTERS**

### **Financial Statements**

The March 2017 Statements, the Statement of Accounts, and the Financial Statement for the Continuing Education Program were presented for perusal.

### **Acceptance of Donations**

#### **1) 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 \$10,970.12 as listed in the Business/HR Manager's memo of April 25, 2017 for the Veterinary Science Training Program Building.**

**Seconded by Mrs. Swenson.**

**Vote – so voted.**

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

**2) Aubuchon Hardware**

**Mrs. Barclay moved that the District Committee vote to accept the donation from Aubuchon Hardware of display fastening kits valued at \$40,000 for use by the Building Maintenance Department.**

**Seconded by Mr. Boone.**

**Vote – so voted.**

**Mrs. Reynolds abstained from voting.**

**COMMUNICATIONS**

**Teachers' Information or Proposals**

No teachers were present this evening.

**School Committee Chairperson's Report**

**1. - School Committee Public Records Requests**

Mrs. Reynolds has received a Public Records request for salary information from a national organization, and a request for information from a Fitchburg resident. These requests will be handled as required by State law.

**School Committee Comments**

Mrs. Swenson said that Ashburnham approved the FY 2018 Budget at last night's Town Meeting.

Mrs. Weeks attended the spring concert and the Superintendent's Dinner and enjoyed both events.

Mrs. Airoidi, Ms. Marshall, Mrs. Reynolds and Dr. Tourigny also attended the Superintendent's Dinner and commented on the wonderful affair.

Mr. Mollica spoke about the decision not to make audio recordings of the meetings.

Mr. Commodore recognized the students who participated in the CyberPatriot Competition. He thanked the students and 1<sup>st</sup> Sgt. Jornet for their hard work.

Dr. Williams said that Sterling has approved the FY 2018 Budget.

**Adjournment**

**Mr. Gould moved to adjourn.**

**Seconded by Mrs. Barclay.**

**Vote – so voted.**

**Mrs. Reynolds abstained from voting.**

The meeting adjourned at 8:35 pm.

Sheila M. Harrity  
Superintendent-Director

T. Hillman, Recording Secretary