

MONTACHUSETT REGIONAL VOCATIONAL TECHNICAL SCHOOL
Monty Tech Drive, Fitchburg, MA 01420
Regular Meeting – September 2, 2015

The Montachusett Regional Vocational Technical School held its regular meeting No.130-639 on Wednesday, September 2, 2015 at 7pm at the Montachusett Regional Vocational Technical School, Monty Tech Drive (off 1050 Westminster Street) Fitchburg, Massachusetts.

The following members were present:

Mr. Eric Olson	Phillipston
Mr. Ross Barber	Westminster
Mr. Ronald Tourigny	Fitchburg
Mr. John P. Mollica	Princeton
Mrs. Diane B. Swenson	Ashburnham
Mr. Brian Walker	Fitchburg
Mr. Edward Simms	Petersham
Mr. Peter B. Capone	Ashby
Mrs. Barbara Reynolds	Lunenburg
Ms. Claudia Holbert	Fitchburg
Dr. Kenneth I. H. Williams	Sterling
Mr. Eric Commodore	Gardner
Mr. LeRoy Clark	Fitchburg
Mrs. Kathleen Airoidi	Hubbardston
Mrs. Toni Phillips	Athol
Mr. James M. Gilbert	Templeton
Mrs. Mary C. Barclay	Royalston
Mrs. Helen Lepkowski	Gardner
Mr. James Cournoyer	Holden
Mr. Burton Gould	Winchendon

Members of the School Committee absent:

No appointed representative	Barre
No appointed Representative	Harvard

Officers of the School Committee present:

Dr. Sheila Harrity	Superintendent-Director
Mr. Norman LeBlanc	Treasurer

School District Personnel present:

Tammy Crockett	Business Manager
Thomas Browne	Principal
James Hachey	Director of Vocational Programs
Katy Whitaker	Development Coordinator
Francine Duncan	Director of Technology
Richard Ikonen	Director of Facilities
Christina Favreau	Director of Academic Programs
Victoria Zarozinski	Student Support Services, Special Education Director
Elizabeth Martellotta	Communications Specialist
Dayana Carlson	Assistant Principal
Jonathan Hurd	AV Technician
Emily Repaal	Student Representative
Marty Shewan	Substitute Recording Secretary
Christine Krause	Administrative Assistant

CALL TO ORDER

Mrs. Barbara Reynolds, Chairperson, called the meeting to order at 7:01 p.m. and welcomed everyone. The meeting opened with the Pledge of Allegiance.

Mrs. Reynolds also stated Terri Hillman is on the mend and should be back for the October 7, 2015 School Committee meeting.

INTRODUCTIONS OF GUESTS AND VISTORS:

Mr. Tom Browne took a few minutes to introduce all the new employees and welcome them to Monty Tech. The School Committee's new Student Representative, Emily Repaal was also introduced.

Mrs. Anne Marie Cataldo presented the three National gold medalists in Engineering Tech from SkillsUSA Nationals 2015. They designed a hand held portable gaming console. They presented the gold medal to Mrs. Reynolds for the school.

The students said they also had opportunities to spend time with many people from various industries while at the competition.

Mr. Barber made a motion that a letter go into the teachers' folders who attended SkillsUSA.

Dr. Williams seconded the motion.

So Voted

Mr. Norman LeBlanc was recognized for his 30 years with Monty Tech.

APPROVAL OF MINUTES

Regular Meeting – Mrs. Barclay moved to approve the minutes of the regular meeting of July 29, 2015 as presented.

Seconded by Mr. Olson

Mrs. Lepkowski did note that absentees were not listed and usually are. Also, there should be noted there is no Barre representative.

Mr. Barber indicated he was listed as Walter Taylor

Mrs. Swenson question Page 6 - Legal Ad Hoc - said it was vague. Dr. Harrity pointed out the motion to bring the Ad Hoc to the Policy Committee had been tabled.

Mrs. Swenson made a motion to approve the corrections.

Mr. Walker seconded.

Mrs. Lepkowski abstained.

So Voted

SUPERINTENDENT-DIRECTOR'S REPORT

Approval of All Overnight Travel In and Out of State by SkillsUSA for the 2015-2016 School Year:

Fall State Leadership Conference: November 22-24, 2015, Marlboro MA
State Leadership and Skills Conference: April 28-30, 2016, Marlboro MA
National Leadership and Skills Conference: June 20-25, 2016, Louisville, KY

Mrs. Barclay moved to approve all overnight travel for SkillsUSA for 2015-2016

Mrs. Lepkowski seconded.

Vote: Unanimous

Superintendent's Entry Plan

Dr. Harrity submitted and discussed her Superintendent's Entry Report to the Committee. There was discussion on the reading levels of incoming freshmen and if there is a plan in place to bring them up to proper levels.

Dr. Harrity was questioned on why she is focusing on safety again. She indicated the current safety program is three years old and must be kept updated and must remain a priority.

There was discussion with regard to the school being 50 years old and if we should continue investing in our current infrastructure or if it's time to be thinking of a new structure. It was pointed out that the old Building Subcommittee had recommended we have contractors come in and evaluate the electrical and plumbing.

Superintendent's Update

Dr. Harrity presented her update and reported she has joined the Superintendent's New Cohort Program with 27 new Superintendents. She has gone to numerous meetings and is meeting with her coach from Arlington eight hours a month.

The golf tournament had 107 golfers and netted \$9000. She recognized Katy Whitaker for all her work on the tournament.

Dr. Harrity spoke on various committees, business and community meetings and the Safety Plan for the school.

PRINCIPAL'S REPORT

Student Representative's Report

Ms. Repaal reported the numbers are up in all the fall sports which start next week; JROTC students participated in Neighbors Helping Neighbors; Skills Leadership applications are out; our NHS helped Athol and Gardner NHS with their clean up days; and there are 143 potential candidates for induction in late October or early November.

Mrs. Holbert commended her for a nice job and suggested she have the various clubs give her a weekly update.

Mr. Capone questioned how many JROTC Freshman we have and there are 142.

Enrollment/Withdrawal/New Entry Report and Discipline/Attendance Reports

Current enrollment is 1421; six students left and four new students came today.

Mr. Clark questioned if Fitchburg numbers are at quota and they are not. He then questioned why not. It was explained that if the numbers are filled by June 1 we then go by the scores on the waiting list and not by town. Fitchburg does not determine who makes their honors program until late and once students find out they have made the program, they change their minds and stay at Fitchburg. The June 1st date cannot be changed.

There was much discussion with regard to Policy, the District Agreement and the State approved Admission Policy.

Mr. Walker motioned to have the Admission Policy topic addressed by the Policy Subcommittee and for them to make a report to the full Committee.

Mr. Clark Seconded.

Mr. Gould indicated it's a District Agreement and Policy Committee has no standing.

The motion was then amended to have the Policy Subcommittee do a thorough review of the District Agreement as well as policies that govern the admittance of students.

Mr. Capone seconded.

Mrs. Swenson indicated we already have a state approved policy.

Vote to Move: Unanimous

Mr. Clark moved a Roll Call vote to Move the Question.

Roll Call Vote: Airoidi, yes; Barber, yes; Barclay, yes; Capone, yes; Clark, no; Commodore, yes; Cournoyer, yes; Gilbert, yes; Gould, yes; Holbert, yes; Lepkowski, yes; Mollica, yes; Olson, no; Phillips, yes; Reynolds, yes; Simms, yes; Swenson, yes; Tourigny, yes; Walker, yes; Dr. Williams, yes.

Count - 18 Yes; 2 no

Motion Passed

Motion to have the Policy Subcommittee do a thorough review of the District Agreement as well as policies that govern the admittance of students:

Roll Call Vote: Airoidi, yes; Barber, yes; Barclay, yes; Capone, yes; Clark, no; Commodore, yes; Cournoyer, yes; Gilbert, yes; Gould, no; Holbert, no; Lepkowski, yes; Mollica, yes; Olson, yes; Phillips, yes; Reynolds, yes; Simms, yes; Swenson, yes; Tourigny, yes; Walker, yes; Dr. Williams, yes.

Count - 17 Yes; 3 no

Motion Passed

Mrs. Barclay indicated the Policy Subcommittee has a meeting scheduled for Sept. 9th and if they can have a second meeting before the next School Committee meeting they will try to have something for the School Committee then.

Mr. Browne spoke on the timeline of the new Google Technology. They formed a Technology Committee; had many site visits then converted to Google; received Chromebook samples and had 70 staff and administration test them and then purchased Chromebooks for all instructional staff which was paid for from Title 1 grants.

There was a Professional Development day on Google Drive and Classroom for all instructors, administrators and support staff. The next step is to survey the staff and most of the feedback so far has been positive. We will continue looking at other technologies.

PERSONNEL

There are 18 appointments:

Lauryn Larson, Southbridge	Biology Teacher
Jenae Thom, Fitchburg	Business Office General Secretary
Joseph Bulger III, Winchendon	Cabinetmaking Instructor
Eireann Doyle-Aucoin, Leominster	Chemistry Teacher
Elizabeth Jablonski, Barre	Chemistry Teacher
Shannon White-Cleveland, Athol	Coordinator of Cooperative Education and Placement
Emily Bedard, Westminster	Cosmetology Instructor
Duane Arsenault, Gardner	Engineering Instructor
Kevin Anderson, Gardner	English Teacher
Barbara Shaughnessy, Fitchburg	Health Occupations Instructor
Colleen Praplaski, Phillipston	Librarian Assistant
Benjamin Algarin, Lunenburg	Machine Technology Teacher
Michael Griczika, Barre	Math Teacher
Christine Santry, Gardner	Special Education Para Teacher
Jacob Proctor, Lunenburg	Vocational Specialist
Timothy Wright, Royalston	Welding/Metal Fabrication Teacher
Lauri Guy, Winchendon	Practical Nursing Program Manager
Emile Pellerin, Winchendon	Maintenance Worker
Ivan Cardona, Royalston	Acting Evening Supervisor
Fall Coaches	

Mrs. Lepkowski asked that the Position Recommendation Forms have a printed name as well as a signature.

Mr. Clark questioned who made the final decision on the new hires since there is no signature by a higher authority. Dr. Harrity said she made the final decision and would be happy to sign the forms.

REPORTS BY SUBCOMMITTEES

Financial Planning

FY- 2016 Final Educational Plan

MOTION: THAT THE DISTRICT COMMITTEE VOTE TO FOLLOW THE RECOMMENDATION OF ITS FINANCIAL PLANNING SUBCOMMITTEE AND VOTE TO REAFFIRM AND TO GIVE FINAL APPROVAL TO THE DISTRICT'S FY2016 BUDGET AND TO MAKE NO CHANGE IN THE BUDGET REQUIRING FURTHER ACTION BY MEMBER CITIES AND TOWNS.

ROLL CALL VOTE:

Roll Call Vote: Airoidi, yes; Barber, yes; Barclay, yes; Capone, yes; Clark, yes; Commodore, yes; Cournoyer, yes; Gilbert, yes; Gould, yes; Holbert, yes; Lepkowski, yes; Mollica, yes; Olson, yes; Phillips, yes; Reynolds, yes; Simms, yes; Swenson, yes; Tourigny, yes; Walker, yes; Dr. Williams, yes.

Count - 20 Yes; 0 no

Motion Passed

Policy

Mary Barclay said they are working on the Organizational Chart, Administration Job Descriptions, Program and General Advisory Committee, Admissions and some requests by administrators

Capital Improvements

Mrs. Swenson said the Subcommittee will meet again on September 17th. The minutes of the last meeting will go out with the announcement.

Workforce

Mr. Walker would like to have back to back meetings with the Capital Improvements Subcommittee on Sept 17, 2015. He indicated that they had received some good feedback from Dr. Harrity.

Dr. Williams moved to accept the Recommendation: That the District Committee move to accept the proposed timeline to complete the Superintendent-Director's Evaluation 2015-2016 and the Superintendent-Director's Goal Setting for 2016-2017.

Mr. Olson Seconded

No Opposed

No Abstentions

Voted Unanimously

Strategy

Mr. Mollica reported they met August 11 for several hours on how they saw their role and task. Things they are working are vision, strategy, vocational leadership, and national recognition. They have a good starting point to bring to the full Committee.

They will meet again on September 10th at 6:00 pm and would like to have a room with whiteboards.

Student Advisory

Mrs. Lepkowski said they will have a meeting on October 28th or October 29th.

Legal Services (Ad Hoc)

Mr. Clark indicated they would like to recommend Stoneman, Chandler, Miller as our new legal counsel.

Mr. Mollica moved to approve.

Mrs. Holbert seconded.

Mrs. Swenson moved to continue discussion on legal services.

Mr. Gilbert seconded.

Mrs. Swenson asked whether we were going with Alternate 1 or Alternate 2 on the retainer and Mr. Clark said to let the Business Manager make that decision.

Mr. Gould was opposed to the motion - he likes Mirrick because they are closer in Worcester and not Boston. He would like someone within 15 miles.

Mr. Clark reported the committee voted 4-1 to recommend Stoneman, Chandler, Miller. They have been working with us for many years.

Mr. Clark stated the Superintendent feels they are capable and they work very well for our school.

Mr. Olson has worked with them through his work and recommends them. Kay Hodge lives 30 minutes from Fitchburg and understands our District quite well.

Mr. Mollica stated we are currently using Stoneman, Chandler, Miller and everyone is familiar. They took care of legals pertaining to past superintendents-directors. We will get a three year contract for review and corrections.

Mr. Clark indicated we can terminate the agreement with mutual consent and Mrs. Airoidi stated we would have David Murphy in attendance at every meeting.

Mr. Walker moved to call the motion.

Mr. Gould Opposed

No Abstentions

Motion Carried

Mr. Olson moved to absolve the Legal Services Subcommittee.

Mrs. Barclay Seconded

Motion was then Retracted.

Mrs. Crockett will get the information on the contract.

TECHNOLOGY AD HOC

Mr. Olson stated they have met twice and are checking out multiple internet providers. They are checking out a future rollout of Chrome devices.

FINANCIAL

Mrs. Crockett reported we closed \$80,000 from Capital Funds into E&D. We can only use the funds once they have been approved by the DOR. They release them in February and they must be used by June 30th.

Mr. Commodore commented they are usually used to offset assessments.

The auditors will be back on September 21, 2015 for a week. We are at net school spending.

Acceptance of Donations

Mr. Olson moved that the District Committee accept a donation from BNY Mellon for Cyberstem in the amount of \$840.

Mrs. Barclay Seconded

Mr. Commodore Abstained

So Voted

Mr. Olson moved that the District Committee accept a donation from Nypromold for Student Space Experiment Program in the amount of \$1,000.

Mrs. Barclay Seconded

So Voted

Financial Statements

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

COMMUNICATIONS

Teachers Information or Proposals

Mr. Paul Cormier, President of the Teachers' Association requested the Policy Committee put the vocational and academic secretaries under the Instructors and not above them.

Mrs. Barclay indicated this should be run through proper channels first - Dr. Harrity, etc.

Mr. Cormier also made a plea to have the related rooms for the vocational shops restored to them. It's very nice that the academics have room to put things on their walls and rooms to call their own; however, the vocational side of the building has had to give up their related rooms to academic classrooms. The vocational side has to also share what related rooms they have.

It's also hard for the academic classes to be held beside some shops because the machines that have to be run are noisy and interfere with the learning process of the academic rooms.

He wants the Committee to remember that the vocational related rooms are as critical as their shop space when we next expand. They use their related rooms for certification and licensing and have had to give them up for "directed studies."

School Committee Chairman Report

Mrs. Barclay stated the November meeting is conflicting with the 11/3/15 elections and the 11/4/15 MASC/MASS Conference and suggested it be moved back to 10/28/15.

Mr. Gilbert moved it be moved to 10/28/15.

Mrs. Barclay Seconded

Opposed: Dr. Williams

Abstained: Mrs. Lepkowski

So Voted

School Committee Information or Proposals

Mr. Clark suggested the School Committee has a need for a workshop and recommends the Delphi Method which is described in the article from the Sentinel & Enterprise on Emotional Import. It is done individually first, then with a facilitator.

Mr. Capone requested some examples and to have it put in the packet for the next School Committee meeting.

Other

Mrs. Barclay enjoyed the meet and greet. She said this year's book is A Long Way Gone - one book/one school.

Mr. Simms said the dinner was great and it was great to hear that the students who worked the dinner are planning on going to college.

Mr. Olson thinks the dinner was great. He also indicated the Committee needed to work on discussions getting personal when they don't need to be.

Mrs. Swenson is excited to see all the new teachers.

Mr. Mollica agrees with Mr. Olson and invited everyone to the Strategy Subcommittee Meetings.

Mr. Cournoyer said Monty Tech is a great school with a positive atmosphere.

Mr. Tourigny said the food was excellent. He was worried because his son is taking on a long-term substitute position for the JROTC program and wanted to make sure there wasn't any conflict of interest. Dr. Harrity indicated no, that it was a short term, temporary position.

Mrs. Swenson said he just had to disclose the information to the committee, which he has done, and he should abstain from any matter involving the JROTC program. Mrs. Lepkowski said he should leave during any such discussions.

Mr. Barber appreciated Mr. Cormier's comments on the related classrooms.

Mr. Gilbert said he saw two auto body tradesmen who were Monty Tech grads and had been on the Advisory Committee but stopped because nothing ever happened when they put in recommendations. We need to start to listening to our tradespeople.

Mrs. Airoidi said her husband had a good time at the golf tournament.

Mrs. Holbert requested we rotate the other way next meeting for comments. She asked the custodians to remember to put out the sawhorses at night because of night classes. She also asked where we are with the bank and Dr. Harrity said it is at the State level now. Mrs. Holbert also said we should get one final answer on admissions and then stop.

Adjournment

Mr. Capone motioned to adjourn.

Mr. Gilbert Seconded.

So Voted

The meeting adjourned at 10:00 pm

Sheila M. Harrity
Superintendent-Director

M. Shewan, Substitute Recording Secretary