

MONTACHUSETT REGIONAL VOCATIONAL TECHNICAL SCHOOL
Monty Tech Drive, Fitchburg, MA 01420
Regular Meeting No. 130-644 – February 3, 2016

The Montachusett Regional Vocational Technical School held regular meeting No. 130-644 on Wednesday, February 3, 2016 at 7 pm at the Montachusett Regional Vocational Technical School, Monty Tech Drive (off 1050 Westminster Street), Fitchburg, Massachusetts.

The following members were 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. James S. Boone	Gardner
Mr. Peter B. Capone	Ashby
Mr. Burton E. Gould, Jr.	Winchendon
Mr. Brian Walker	Fitchburg
Ms. Claudia Holbert	Fitchburg
Dr. Kenneth I. H. Williams	Sterling
Mr. Eric Commodore	Gardner
Mr. Eric Olson	Phillipston
Mrs. Kathleen Airoidi	Hubbardston
Mrs. Toni Phillips	Athol
Mr. James M. Gilbert	Templeton

Members of the School Committee absent:

No appointed representative	Barre
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 present:

Emily Repaal

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
Victoria Zarozinski	Support Services, Special Education Director
Katy Whitaker	Development Coordinator
Richard Ikonen	Director of Facilities
Dayana Carlson	Assistant Principal
Christine Krause	Administrative Assistant to the Superintendent-Director
Noemi Robertson	Assessment Coordinator
Jonathan Hurd	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.

INTRODUCTION OF GUESTS & VISITORS

New School Committee Members

Mrs. Reynolds, Chairperson, introduced two new School Committee Members:

Ms. Melanie Weeks	representing Fitchburg
Mr. James S. Boone	representing Gardner

APPROVAL OF MINUTES

Regular Meeting – January 6, 2016

Mrs. Swenson moved to approve the minutes of the regular meeting of January 6, 2016 as presented.

Seconded by Mrs. Barclay.

Vote – so voted.

Mr. Boone, Mr. Gilbert, Mrs. Reynolds, Mr. Simms, and Ms. Weeks abstained from voting.

Dr. Williams pointed out a problem with formatting the pages and this will be corrected on the final copy for the record book.

SUPERINTENDENT-DIRECTOR'S REPORT

Dedication of Plaque

A plaque in memory of Robert Saccone will be dedicated at 6 pm on March 2, 2016 in the Mountain Room Restaurant. Superintendent Harrity invited all School Committee members to attend the ceremony. Members of Mr. Saccone 's family plan to be present.

Monty Tech Vet Tech Program Update

Superintendent Harrity gave a PowerPoint presentation - "Monty Tech Veterinary Science Training Program, February 3, 2016". Phase I is the design and construction costs which listed the total support/program match to date (February 3, 2016). It also listed the pending funding requests.

Phase II is a list of the equipment, supplies and materials needed for the project. The final commitments to date (February 3, 2016) and the funding requests pending were listed. Phase III listed the staffing and the financial commitments to date.

The presentation included staffing and student enrollment scenarios and the program planning time lines from January 6, 2016 through Summer 2016 when site work is scheduled to begin.

Several School Committee members requested the Superintendent to reach out to the member communities and present the proposed project. Superintendent Harrity and Mrs. Crockett will be doing this when they visit the communities to present the FY2017 budget. Members also requested information about the sustainability of the program after year 3 which will be the end of the FY19 Perkins Allocation Grant.

Ninth Grade Placement

Mrs. Victoria Zarozinski, Student Support Director, gave a presentation on the Ninth Grade Placements for 2015-2016. She explained the pre-exploratory process. Students were notified of their placement on January 29, 2016 and began vocational classes on February 1, 2016. This year 95.2% of students placed in their first or second choice.

Superintendent's Update

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

- Continues to meet with her coach, Tom Kingston.
- Monty Tech is now eligible to receive approximately \$107,625 from the Federal Schools and Libraries E-Rate program for Category Two services over the next four years. The application will be submitted by the end of April.
- Met with a Lieutenant from the Sheriff's office to discuss the gymnasium project as well as potential painting of shops.
- Bert Jacobs, owner and founder of "Life is Good", will be the motivational speaker on Friday, March 4, 2016. Each student will receive a Life is Good tee shirt.
- Reviewed the Governor's House 2 fiscal year 2017 budget proposal.
- Attended the State MAVA Board of Director's meeting and the MASS mid-winter State Superintendent's meeting.
- Met with the following to develop school-business partnerships - Edward Manzi, CEO of Fidelity Bank; Michael Hewitt, President and CEO of Hometown Bank, and Deborah Weymouth, President and CEO, and Deborah LaPointe, Director of Development and Extended Affairs of UMass Memorial Health Alliance Hospital
- The Program Advisory meeting is scheduled for Wednesday, February 10, 2016. There are 50 new members.
- The following articulation agreements have been reviewed/revised: Johnson and Wales and Newbury College. New articulation agreements have been approved with Massasoit Community College and with QCC-Machine Technology.
- At the School Safety meeting in November, 13 of our 38 established procedures for school emergencies were reviewed and updated. A Bomb Threat Assessment seminar was conducted by the State Police and the State Fire Marshal. These procedures and training updates were helpful in January when the school was the subject of an outside threat. In partnership with the Police and Fire Departments and Monty Tech's SRO, the threat was quickly mitigated and the daily routine of the students was uninterrupted.

PRINCIPAL'S REPORT

Student Representative's Monthly Report

Emily Repaal, Student Representative, reported on the many student activities at the school:

- The JROTC Color Guard participated in a ceremony at a hockey game in memory of Lt. Ryan Patrick Jones.
- The National Honor Society is taking orders for the Cancer Society's Daffodil Day. Emily had a sign up sheet for School Committee members to participate.
- SkillsUSA District competition is scheduled for March 9, 2016.
- Students are helping with preparations for the Superintendent's Dinner.
- Spring sports will be starting soon.
- Freshmen have had their shops assigned and seem to be happy with their choices.

Principal's Monthly Report

Principal Thomas Browne presented a written report on January events. The results for the November MCAS retests were received. For ELA, two out of two students passed and for Math, four out of six students passed. The remaining two students are Juniors and will have multiple opportunities to retest. All Seniors have passed MCAS.

Monty Tech has been recognized as a Level 1 school with regard to accountability measurements. As required by DESE, all parents received an electronic copy of the school's accountability report card on January 13, 2016 via School Messenger.

VIP Session #2 started on January 13, 2016. Participating towns are Harvard, Holden, Lunenburg, Princeton, Sterling, and Winchendon.

Mr. Browne presented a list of upcoming events for February/March.

High School Graduation and Drop Out Report

Principal Browne gave a PowerPoint presentation on the Monty Tech Graduation and Dropout Rate. For the 2014-2015 school year the enrollment was 1,425 students and the dropout rate was 0.1% compared to the state average of 1.9%. Of the 323 students in the cohort, the graduation rate was 97.2%. Administration and staff continue to work to bring this percentage up higher.

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

The Enrollment/Withdrawal/New Entry Report from December 21, 2015 through January 21, 2016 and the Discipline Report for the month of December 2015 were presented for information. The attendance percentage for December was 94.8%.

PERSONNEL

Resignation

Ms. Maria LoBrutto, Vocational Para Professional, has submitted a letter of resignation effective January 22, 2016.

REPORTS BY SUBCOMMITTEES

Financial Planning

Mr. Commodore, Chairperson, said that the Financial Planning Subcommittee met prior to the School Committee meeting. The FY 2017 budget will be ready for presentation at the March School Committee meeting.

Policy

Mrs. Barclay moved that the District Committee vote to approve for a first reading Policy BIB/BIBA – School Committee Member Developmental Opportunities/School Committee Member Conferences, Conventions, Workshops. Seconded by Mrs. Swenson. Vote – so voted.

Mrs. Reynolds abstained from voting.

Capital Improvements

Mrs. Swenson, Chairperson, said that the Capital Improvements Subcommittee met on January 14, 2016. The Subcommittee discussed the Vet Tech Program.

Mrs. Swenson moved that the District Committee vote to adopt the Designer Selection Procedures to be used for the Vet-Tech Program as voted at the January 14, 2016 Capital Improvements Subcommittee Meeting.

Seconded by Mrs. Barclay.

Vote – so voted.

Mrs. Reynolds abstained from voting.

Workforce

Mr. Walker, Chairperson, said that the Subcommittee discussed the evaluation of the Superintendent-Director at the last meeting. They approved the tool for the evaluation. He plans to have the tool on line for members to complete and will schedule a training session for the members. Paper evaluations will be accepted but will be put on line.

Student Advisory

Mrs. Barclay, Chairperson, said that the Student Advisory Subcommittee is scheduled to meet on February 11, 2016 at 11 am.

Technology (ad hoc)

Mr. Olson, Chairperson, said the Technology Subcommittee is scheduled to meet on February 4, 2016.

FINANCIAL MATTERS

Acceptance of Donations

Mr. Olson moved that the District Committee vote to accept the donation from Aubuchon Hardware for miscellaneous hardware with a market value of \$20,000 to be used by the HVAC/Property Maintenance Program.

Seconded by Mrs. Barclay.

Vote – so voted.

Mrs. Reynolds abstained from voting.

Mr. Olson moved that the District Committee vote to accept the donation from UG2 for three heat pumps and one mini split air source heat pump with a total market value of \$5,000 to be used by the HVAC/Property Maintenance Program.

Seconded by Mrs. Barclay.

Vote – so voted.

Mrs. Reynolds abstained from voting.

Mr. Olson moved that the District Committee vote to accept the donation from Jim's Plumbing and Heating for three used oil burners and one used refrigeration vacuum pump with a total market value of \$1,000 to be used by HVAC/Property Maintenance Program.

Seconded by Mrs. Barclay.

Vote – so voted.

Mrs. Reynolds abstained from voting.

Mr. Olson moved that the District Committee vote to accept the donation from TRANE for two used Mitsubishi mini split heat pumps and one new mini split head with a total market value of \$11,200 to be used by HVAC/Property Maintenance Program.

Seconded by Mrs. Barclay.

Vote – so voted.

Mrs. Reynolds abstained from voting.

Award of Bid – 2016-05 Bleachers.

Mr. Olson moved that the District Committee award the contract to supply the new gymnasium bleachers to the lowest, responsible vendor meeting the specifications, Robert H. Lord Company, Manchester, CT, at a cost of \$98,031. Funds are to come from Account #1860 – Capital Equipment.

Seconded by Mrs. Barclay.

Vote – so voted.

Mrs. Reynolds abstained from voting.

Financial Statements

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

COMMUNICATIONS

Teachers Information or Proposals

No report this evening.

School Committee Chairperson's Report

Mrs. Reynolds reminded members of the Program Advisory Committee dinner/meeting scheduled for February 10, 2016. Also she said there will be a MARS meeting on February 9, 2016.

Mrs. Reynolds complimented the staff on the Annual Report. She also recognized and thanked Mrs. Kay Simms and Mrs. Laurie Picard for providing transportation for their husbands to the School Committee meeting.

School Committee Comments

Ms. Weeks and Mr. Boone gave a brief resume of their experiences. They look forward to serving on the School Committee. Members welcomed them. Mr. Simms was also welcomed back after his illness.

Mr. Gould commented on lack of representatives from Barre and Harvard.

Mrs. Barclay said Royalston is very excited about the Vet-Tech Program. Mr. Walker expressed appreciation for everyone who worked on the Program. Mr. Simms was happy to see the progress on the Vet-Tech Program and thanked the Superintendent for her diligence and hard work on the Program.

Mr. Gilbert and Mr. Olson commented on the recent bomb threat and the professional response from the Administrative team and SRO.

Dr. Williams requested that Mr. Leroy Clark be recognized for his years of service as one of the Fitchburg representatives.

Adjournment

Mr. Gould moved to adjourn.

Seconded by Mrs. Swenson.

Mrs. Reynolds abstained from voting.

Vote – so voted.

The meeting adjourned at 9 pm.

Sheila M. Harrity
Superintendent-Director

T. Hillman, Recording Secretary