

Blackstone Valley Vocational Regional District School Committee
Minutes of Regular Meeting
August 16, 2018

The regular meeting of the Blackstone Valley Vocational Regional School District Committee was held in the Three Seasons Restaurant at the school. The following members, staff and others were present:

Joseph M. Hall of Bellingham, Chairman	Dr. Michael F. Fitzpatrick, Superintendent-Director
Gerald M. Finn of Millville	Anthony Steele, Asst. Supt./Principal
David R. Bartlett of Upton arrived at 6:09 p.m.	Michele Denise, Director of Student Life
Joseph A. Broderick of Blackstone	Barbara Auger, Treasurer
Paul J. Braza of Milford	Nicole Forman, Recording Secretary
James H. Ebbeling of Uxbridge	Jake Stevens, Student Representative
Chester P. Hanratty, Jr. of Millbury	Logan Keefe, Student Representative
Jeff T. Koopman of Northbridge departed at 6:17 p.m.	
John C. Lavin III of Douglas	
Julie H. Mitchell of Sutton	
Anthony M. Yitts of Grafton	

Item 1. Call to Order

The meeting was called to order at 6:03 p.m. by Chairman Hall. Dr. Fitzpatrick said he was notified in advance that Mr. Braun would be unable to attend while Mr. Bartlett and Treasurer Auger would be delayed. Mr. Koopman announced he would need to leave prior to the end of the meeting due to a family commitment.

Item 2. Secretary's Report – A. Yitts

2.1 On a motion by Mr. Yitts, seconded by Mr. Lavin, it was unanimously voted to waive the reading of the minutes of the regular meeting of June 21, 2018 and to accept them as written.

Item 3. Treasurer's Report – B. Auger

This item was postponed due to Treasurer Auger's delayed arrival.

Item 4. Comments by Student Representatives – Jake Stevens & Logan Keefe

Jake and Logan reported the Student Council Executive Board recently attended a retreat to begin planning for the new school year. They said part of that planning was for the new school year festivities. The Student Council set up classrooms, attended the welcome barbecue, and volunteered to attend the orientation. The Student Council is looking forward to upcoming events, including the suicide prevention walk, spirit week, homecoming, and freshmen elections.

Item 5. Asst. Supt. for Finance/Operations – K. Johnson

This item was postponed temporarily as Mr. Johnson was assisting with the campus-based cookout and was not in attendance.

Item 6. Assistant Superintendent-Director's Report – A. Steele

This item was postponed temporarily as Mr. Steele was delayed while participating in the Freshmen and New Student Barbecue occurring simultaneously.

Item 7. Negotiation Subcommittee Report – G. Finn

7.1 Mr. Finn asked if Dr. Fitzpatrick would step out of the room as the Committee discussed his goal attainment. The Committee agreed Dr. Fitzpatrick reached an exemplary recognition on most of his goals. The Committee did rank Dr. Fitzpatrick as proficient on Goals two and three. The Committee felt that although those goals were reached, there could have been more emphasis and accomplishment in those areas.

7.2 On a motion by Mrs. Mitchell, seconded by Mr. Finn, it was voted to approve the Superintendent's FY18 Goal Attainment Confirmation and its contractually defined incentive reoccurring compensation.

Item 3. Treasurer's Report – B. Auger

Treasurer Auger presented a report dated June 30, 2018. The report reflects a cash balance of \$6,269,309.25 including \$5,475,606.37 in local funds and \$793,702.88 in project funds.

Treasurer Auger said the cash balance listed in the report is as of the close of the fiscal year. She noted the auditing team had already gone through the finances and seemed satisfied with the information they were provided.

On a motion by Mr. Hanratty, seconded by Mr. Bartlett, it was voted to approve the Treasurer's report as presented.

Item 5. Asst. Supt. for Finance/Operations – K. Johnson

Dr. Fitzpatrick presented the report on Mr. Johnson's behalf as he was needed at the Freshmen and New Student Barbecue taking place simultaneously.

5.1 Dr. Fitzpatrick reported the independent audit team had been in the building and completed their initial report. The audit is on schedule, and the final report details will be available shortly.

5.2 The Committee received donation approval requests for a \$500 donation from Pete's Bluebird.

a. On a motion by Mr. Lavin, seconded by Mrs. Mitchell, it was voted to approve the donation of \$500 from Pete's Bluebird to the Painting and Design Technologies program.

Item 6. Assistant Superintendent-Director's Report – A. Steele

6.1 Mr. Steele reported the new school year was set to open on Friday, August 17, 2018 for the freshmen and new students, and on Monday, August 20, 2018 for all students. He said the new staff members returned earlier in the week for their orientation to BVT and to help them

acclimate to the school. The entire staff arrived on Wednesday, August 15, 2018 and participated in a variety of professional development and team building activities. Finally, Mr. Steele noted the Freshmen and New Student Orientation that was happening simultaneously with the School Committee meeting was well attended.

6.2 Mr. Steele shared a list of staff changes, including new personnel and personnel reconfigurations. He noted the number of transitions was fewer than the average this year.

6.3 Mr. Steele distributed the 2018-2019 Student Handbook to the Committee, which includes a student planner. The planner is created with student input.

6.4 Mr. Steele said the SkillsUSA National Leadership and Skills Conference was a success for BVT students. The students won five medals, including three golds, one silver, and one bronze. There were also several top-15 placements and five special recognitions, including State Officer Anika Koopman and National Officer Adam Cavanaugh. Koopman was elected the Vice President of SkillsUSA Massachusetts while Cavanaugh was elected SkillsUSA National High School Treasurer.

6.5 Mr. Steele noted the facilities team completed several upgrades and improvements during the summer. The facilities upgrades, included two new art rooms, department moves, manufacturing shop refinishing, and fixes to the parking lot.

Item 8. Superintendent-Director's Report – M. Fitzpatrick

8.1 Dr. Fitzpatrick reported all 13 members of the current School Committee completed the necessary paperwork to be listed on the ballot in November. He thanked the Committee for their commitment to the District.

8.2 Dr. Fitzpatrick shared the School Committee directory and asked for any changes to be forwarded to his office.

8.3 Dr. Fitzpatrick shared the Delineation of Subcommittees and asked that members speak to the Chair with any questions or concerns.

8.4 Dr. Fitzpatrick shared the current table of organization. He noted the major change is the addition of a third Vocational Director.

8.5 Dr. Fitzpatrick shared his annual Welcome Back letter with the Committee.

8.6 A draft of the FY18 Annual Report was shared.

On a motion by Mr. Lavin, seconded by Mrs. Mitchell, it was voted to approve the draft as presented.

8.7 Dr. Fitzpatrick noted he attended several summer professional development opportunities, including:

a. The MASS Executive Institute held on July 10-13, 2018. It is an event he attends each year and finds new ideas and contacts.

b. The BVT Leadership Retreat was well attended. The Leadership Team made several goals to accomplish during the new school year.

8.8 Dr. Fitzpatrick shared letters of resignation from Caroline Martell, Sheri Kline, and Kasandra Sosa with the Committee.

8.9 Dr. Fitzpatrick presented the Committee with the Fall 2018 Parent and Alumni Newsletters.

8.10 Copies of 2018 Selected Massachusetts General Laws were made available for those members desiring to have them for reference.

Item 9. Director of Student Life's Report – M. Denise

9.1 Mrs. Denise reported the school currently has 312 freshmen, 306 sophomores, 308 juniors, and 302 seniors enrolled. She noted there are three additional sophomores who are expected to join the school, but the school is awaiting confirmation.

This year, the school saw 787 applicants, including 751 freshman applicants and 36 upperclassmen applicants. In total, there were 57 declines.

Mrs. Denise also reported she is planning for the fall recruitment season. The 2018-2019 kickoff breakfast is scheduled for September 18, 2018 for guidance counselors and assistant principals. The middle school presentations will begin in October, middle school tours will also begin in October, and the open house is scheduled for Wednesday, November 28, 2018. She also noted the view book has been updated and will be printed in the coming weeks.

Item 10. New Business

Mr. Lavin inquired about the status of purchasing a plow truck for the school. Mr. Steele noted the District eliminated that item from the budget, but the District did receive a donation of a truck that they could use to remove some heavy snow and sand the campus. Although that does not fix the problem entirely, it will be available until other arrangements can be made.

Mr. Finn noted the Blackstone-Millville School District's budget was passed after a super town meeting. He reminded the Committee that Millville is currently experiencing financial hardships.

Item 11. Items for the Good of the Committee

The monthly compilation of news clippings and correspondence was made available for the School Committee's review.

Item 12. Next Regularly Scheduled School Committee Meeting

The next regularly scheduled meeting will be held on September 20, 2018 at 6:00 p.m. in the Three Seasons Restaurant.

Item 13. Meeting Closure

13.1 The meeting was declared closed by the Chair at 7:49 p.m.

13.2 On a motion by Mr. Finn, seconded by Mr. Broderick, it was voted to adjourn at 7:50 p.m.

Listing of Materials used in the meeting:

Item 2 Minutes of Regular Meeting of June 21, 2018

Item 3 Treasurer's Report June 30, 2018

Item 5.2.a. Donation Acceptance – Pete's Bluebird

Item 6.2 FY19 Appointments

Item 6.4 SkillsUSA National Conference Results

Item 6.5 Preliminary Report of Summer 2018 Facility Upgrades

Item 7.1 Superintendent-Director Goals FY2018

Item 8.2 School Committee Contact Information

Item 8.3 FY18 Delineation of Subcommittees

Item 8.4 Table of Organization

Item 8.5 Welcome Back Letter

Item 8.6 Fiscal Year 2018 Annual Report Draft

Item 8.7.b. Summer Leadership Retreat Agenda

Item 8.8 Letters of Resignation – Caroline Martell, Sheri Kline, and Kasandra Sosa

Item 8.9 Parent and Alumni Newsletters

Item 9 Admissions Status Report 2018-2019

Item 11. Items for the Good of the Committee

Respectfully submitted by,

Anthony M. Yitts, Secretary