

**Blackstone Valley Vocational Regional District School Committee**  
**Minutes of Regular Meeting**  
**December 20, 2018**

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

Joseph M. Hall of Bellingham, Chairman	Dr. Michael F. Fitzpatrick, Superintendent-Director
Joseph A. Broderick of Blackstone	Anthony Steele, Asst. Supt./Principal
John C. Lavin, III of Douglas	Kurtis Johnson, Asst. Supt. for Finance and Operations
Anthony M. Yitts of Grafton	Barbara Auger, Treasurer
Dennis P. Braun of Mendon	Amy Sutherland, Recording Secretary
Paul J. Braza of Milford	
Gerald M. Finn of Millville	Thomas Belland, Vocational Director
Jeff T. Koopman of Northbridge	Matthew Connors, Vocational Director
David R. Bartlett of Upton	Debra Cyra Hathaway, Vocational Director
James H. Ebbeling of Uxbridge	George Creely, Painting & Design Technology

**Members Absent:**

Mitchell A. Intinarelli of Hopedale  
Chester P. Hanratty, Jr. of Millbury  
Jeff T. Koopman of Northbridge  
Julie H. Mitchell of Sutton

**Item 1. Call to Order**

The meeting was called to order at 6:00 p.m. by Chairman Hall.

**Item 2. Secretary's Report – A. Yitts**

2.1 On a motion by Anthony M. Yitts, seconded by Gerald M. Finn, it was unanimously voted to waive the reading of the minutes of the regular meeting of November 15, 2018 and to accept the minutes as written.

**Item 3. Treasurer's Report – B. Auger**

3.1 Treasurer Auger presented a budget report dated November 30, 2018. The report reflects a cash balance of \$745,145.88 including \$6,281,962.12 in local funds and \$1,172,183.76 in project funds. There was a transfer of \$500,000.00. The Member Assessments are \$806,781.75.

On a motion by John Lavin III, seconded by David R. Bartlett, it was voted to approve the Treasurer's report as presented.

**Item 4. Superintendent's Scholars Award Presentation**

Dr. Fitzpatrick presented Superintendent's Scholar Awards to Alex Goldberg and Zoe Mahoney.

Item 5. Comments by Student Representatives –Jake Stevens & Logan Keefe

Student Representatives Jake Stevens and Logan Keefe informed all that there was a well-organized Staff Appreciation breakfast. Messages of appreciation were extended to the Muffin House. In the viewpoint of several, the Holiday Fundraiser was a big success with many needy families benefitting from this endeavor. The Student Council extends a heartfelt thank you to the students and families who donated for this fundraiser.

Item 6. Vocational Directors' Report – T. Belland, M. Connors & C. Hathaway

6.1 A formal presentation was provided in relation to program refinements. The new Advanced Manufacturing Moonlight Program was highlighted. This is a 15-week advanced manufacturing adult program. The Spring session is currently full. The tuition is \$585.00 which includes base tuition, access to online program manual, safety glasses, project supplies and materials. Those completing this program will receive Level 1 Certification. There is research underway concerning the addition of a Level 2 Certification.

6.2 The exploratory report was provided. The charts referenced in the presentation showed the percentages of students receiving their first choice of shop. 88% of the students receive their first choice. Trends are showing that engineering and multi-media shop requests are the top choices. There was a question about if there is a way to analyze the data as to the factors whereby students change after exploratory. School Committee Members Hall, Finn, and Yitts requested a copy of the graphs.

6.3 District Projects: Blackstone Valley Technical has had a total of 277 work project requests. There are a total of 268 remaining work orders. The total of projects invoiced was 227. The total savings for the district taxpayers totals \$71,574.00. The Carriage House project is continuing and work on the interior will be the next step. This will be completed during the winter months. There was a grant received for the exterior which will include masonry work.

6.4 There are currently seventy-four students taking part in Co-op opportunities. This includes repeat employees and many additional new employers. The job connection page has linked past and present students along with future employers. This is a great resource for those seeking summer work or also part and full time employment opportunities. The percentage of out of district employees is 41% and in district employees is 59%.

6.5 & 6.6 General Advisory Committee Update was provided. Peter Wojnar was not able to attend the meeting but Mr. Jim Floyd was present to provide an update. There are currently 472 members of the Advisory Committee. The Committee held its traditional advisory dinner. There were 300 members who attended this event. It was quite successful. The fundraising efforts will be used for senior class awards.

Item 7. Facilities Subcommittee Report – J. Lavin

Mr. Lavin provided an update from the facilities subcommittee. There was work done on the boiler. There was a donation of a forklift truck. This will be a nice addition to the fleet. The alternator needed to be replaced. There will need to be training and certification to be able to use the forklift truck. A list of those who have the certification and training will be kept in the truck. This needs to be done for liability purposes. This training will be once a year. The grease traps in the kitchen will be cleaned the week of December 26<sup>th</sup>. This needs to be completed twice a

year. There is research being done regarding getting another compressor for the school for back up purposes. There is space for the compressor but there may need to be some electrical and plumbing done for this. This will be an item placed on the January 2019 Capital list. The backflow inspections will be taking place on December 28, 2018. The tile in the kitchen will be replaced the week of December 21<sup>st</sup> when the students are on vacation.

Principal, Antony Steele explained that the snow fleet is ready for the winter. There are five trucks which have the capability to plow. The school is in the process of upgrading the school furnace.

Item 8. Asst. Supt. for Finance/Operations – K. Johnson

It was explained that some of the sophomore students went to Milford School System to teach a lesson on handwashing and the importance of this. The sophomores also left the students backpacks with goodies to donate to students in need.

8.1 Wellness Fair Report: Mr. Johnson explained that it was a successful wellness fair. The philosophy is a health teacher is a better teacher. The employees were introduced to healthy living habits. There was also information presented around Harvard Pilgrim Health Plan and education for reducing premiums. There were four to five workshops on this topic.

8.2 There are no line item transfers needed.

8.3 Donation Approvals:

a. Blackstone Valley Vocational Regional School District is in receipt of a donation of a 2003 Ford F250 (VIN #1FTNF21L93ED17825) from Harbor Management. On a motion by John Lavin III, seconded by Gerald Finn, it was voted to accept the donation of a 2003 Ford F250 from Harbor Management.

b. Blackstone Valley Vocational Regional School District is in receipt of a donation of a 2002 Dodge Ram 2500 (VIN #3B6KF26Z42M204605) with an estimated value of \$4,635 for our tax-exempt organization. On a motion by John Lavin III, seconded by David R. Bartlett, it was voted to accept the donation of a 2002 Dodge Ram.

Item 9. Assistant Superintendent-Director's Report – A. Steele

9.1 The Vocational and Career & Curriculum Night took place on November 15, 2018. This was a well attended event.

9.2 The BVT Fall Sports Award Ceremony took place on Tuesday, November 20, 2018. A pamphlet of the awards was provided to all the members. It was an extremely successful Fall sports season.

9.3 The parent/applicant Open House Night took place on November 28, 2018. There were over 3,000 visitors throughout the evening. This event was well attended.

9.4 The Sophomore Ring Ceremony and Dance was held on November 30, 2018. There was a recommendation by A. Steele to have a pin ceremony to include more students in this event.

#### 9.5 Out-of-State Trips:

a. There will be a proposed trip to Yale University at New Haven Connecticut on January 17<sup>th</sup> to January 20, 2019. This trip will include 20 students and two chaperones. The students will be taking part in a Model UN. This trip will assist the students in developing leadership skills, public speaking and teamwork skills.

b. The Ski and Snowboard Club will be taking a trip to Mount Snow in Dover, Vermont on Saturday, February 9, 2019. This is an Annual Saturday Ski & Snowboard Club Outing. The number of students attending will be 40-50. The proposed mode of travel will be FTI Charter Coach.

#### Item 10. Budget Subcommittee Report – J. Lavin

Mr. Lavin explained that the calendar for the budget making process is in progress. There will be brainstorming sessions about possible cost saving measures. This will be presented at a follow-up meeting.

10.1 The first round line item series 1000, 3000, 4000, 5000, and 8000 will be discussed during the next fiscal year budget process.

10.2 Salary, Wages and Fringe Benefits will be also discussed further during the budget process.

#### Item 11. Superintendent-Director's Report – M. Fitzpatrick

11.1 The School Committee was provided with a Health Care Benefit presentation. The school is in preliminary negotiations with Harvard Pilgrim and Fallon to secure the best rates.

11.2 There were two noted donations:

a. Milford Federal Bank issued a check in the amount of \$3,500.00 for sponsorship of a student transport van.

b. New England School Development Council (NESDEC) provided a grant in the amount of \$7,200.00 The funds will be used to support a regional professional development event entitled Symposium on a Civics Curriculum Interdisciplinary Endeavor. The activity includes an American Revolution re-enactment.

11.3 Painting and Design Instructor, George Creely, submitted a letter of retirement dated November 18, 2018 from his teaching position on June 30, 2019. Dr. Fitzpatrick wishes him the very best. The Committee is also in receipt of another resignation letter dated November 19, 2018 from Nicole Forman as the Communication Coordinator and District Recording Secretary.

11.4 The Committee received the FY19 Superintendent Goals – Progress Report. This report breaks down the matrix into Standard I: Instructional Leadership; Standard II Management and Operation's; Standard III: Family and Community Engagement, and Standard IV: Professional Culture. Within each section there are recommended goals.

11.5 The Committee was asked to authorize a vote for the annual Superintendent's Gourmet Dinner Fund Raising event to be held in Upton on March 21, 2019. This year's theme will be the Country of Greece.

On a motion made by John Lavin and seconded by Gerald Finn, it was voted to approve the one-day liquor license for the event on March 21, 2019. The paperwork will be signed at the next meeting

Item 12. New Business: There was no new business discussed.

Item 13. 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 14. Next Regularly Scheduled School Committee Meeting – J. Hall

The next regularly scheduled meeting will be held on January 17, 2019 at 6:00 p.m. in the Three Seasons Restaurant.

Item 15. Meeting Closure

15.1 The meeting was declared closed by the Chair at 7:32 p.m.

15.2 On a motion by Joseph Broderick, seconded by Paul Braza, it was voted to adjourn the meeting at 7:32 p.m.

**Listing of Materials used in the meeting:**

Item 2 Minutes of Regular Meeting of November 15, 2018

Item 3 Treasurer's Reports November 30, 2018

Item 6.6 Program Advisory Committee Members Listing

Item 8 3.a. Donation – 2003 Ford F250 Truck

Item 8.3.b. Donation – 2002 Dodge Ram 2500 Truck

Item 9.2 BVT Fall Sports Award Ceremony Brochure

Item 9.5.a. Out-of-State Field Trip Request – Model UN Participants – Yale Univ., CT

Item 9.5.b. Out-of-State Field Trip Request – Ski & Snowboard Club – Mt. Snow, VT

Item 11.2.a. Financial Donation – Milford Federal Bank

Item 11.2.b. Financial Donation – NESDEC Professional Development Grant

Item 11.3 Retirement Notification – G. Creely

Item 11.3 Resignation Notification – N. Forman

Item 11.4 FY19 Superintendent Goals – Progress Report

Item 13 Items for the Good of the Committee

Respectfully submitted by,

Anthony M. Yitts, Secretary