

**Blackstone Valley Vocational Regional District School Committee**  
**Minutes of Regular Meeting**  
**January 17, 2019**

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 were present:

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| 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                               |
| Mitchell A. Intinarelli of Hopedale    | Amy Sutherland, Recording Secretary                    |
| Dennis P. Braun of Mendon              |  |
| Paul J. Braza of Milford               |  |
| Chester P. Hanratty, Jr. of Millbury   |  |
| Gerald M. Finn of Millville            |  |
| Jeff T. Koopman of Northbridge         |  |
| Julie H. Mitchell of Sutton            |  |
| David R. Bartlett of Upton             |  |
| James H. Ebbeling of Uxbridge          |  |

The Committee observed a moment silence for the loss of retired Milford School Committee Representative Arthur E. Morin, Jr.

Item 1. Call to Order

The meeting was called to order at 6:10 p.m. by Chairman Hall.

Item 2. Secretary's Report – A. Yitts

2.1 On a motion by Mr. Yitts, seconded by Mr. Intinarelli, it was unanimously voted to waive the reading of the minutes of the regular meeting of December 20, 2018 and to accept them as written with the noted revision.

Item 3. Treasurer's Report – B. Auger

3.1 Treasurer Auger presented a report dated December 31, 2018. The report reflects a cash balance of \$ 5,535,971.25 for total funds, including \$4,366,475.49 in local funds and \$ 1,169,495.76 in project funds.

Treasurer Auger indicated that there continues to be a healthy revolving fund of \$68,523.97.

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

Item 4. School Committee Officers Election/Appointments for 2019

At Chairman Hall's request, the Superintendent-Director led the School Committee through the election/appointment process. Terms of service begin January 2019 and end at the regular meeting held January 2020.

4.1 Chair - On a motion made by Mrs. Mitchell, seconded by Mr. Koopman, it was recommended to nominate Mr. Hall as Chairman. Mr. Hall accepts the nomination. On a motion made by Mrs. Mitchell and seconded by Mr. Lavin, nominations were closed. Mr. Hall accepts the nomination. On a motion made by Mrs. Mitchell and seconded by Mr. Lavin, it was unanimously voted to appoint Mr. Hall as Chairman to the Blackstone Valley Vocational Regional District School Committee.

4.2 Vice Chair – On a motion made by Mr. Lavin, seconded by Mrs. Mitchell, Mr. Finn was nominated as Vice Chairman. Mr. Finn accepts the nomination. On a motion by Mr. Intinarelli and seconded by Mr. Braza nominations were closed. On a motion made by Mr. Bartlett and seconded by Mr. Intinarelli, it was unanimously voted to appoint Mr. Finn as Vice Chairman to the Blackstone Valley Regional District Committee.

4.3. Secretary – On a motion made by Mr. Hanratty, seconded by Mr. Koopman, Mr. Yitts was nominated as Secretary. Mr. Yitts accepts the nomination. On a motion made by Mr. Lavin and seconded by Mr. Intinarelli nominations were closed. On a motion made by Mr. Broderick and seconded by Mrs. Mitchell it was unanimously voted to appoint Mr. Yitts as Secretary to the Blackstone Valley Regional Committee.

4.4. Asst. Treasurer – On a motion made by Mr. Lavin, seconded by Mrs. Mitchell, Mr. Hanratty was nominated as Assistant Treasurer. Mr. Hanratty accepts the nomination. On a motion made by Mr. Bartlett and seconded by Mr. Intinarelli nominations were closed. It was unanimously voted to appoint Chester Hanratty as Assistant Treasurer to the Blackstone Valley Regional Committee.

4.5. Payroll/AP Warrant Signers – On a motion made by Mr. Broderick, seconded by Mr. Lavin, it was unanimously voted to appoint Mrs. Mitchell, Mr. Bartlett, and Mr. Hanratty as Payroll/AP Warrant Signers.

4.6. Alternate Payroll/AP Warrant Signer - On a motion made by Mrs. Mitchell, seconded by Mr. Bartlett, it was unanimously voted to appoint Mr. Paul Braza as Alternate Payroll/AP Warrant Signer.

#### Item 5. Student Recognition – Dr. Michael Fitzpatrick

5.1. MVA Outstanding Traditional Student – Adam Cavanaugh  
Mr. Cavanaugh was chosen as the Outstanding Traditional Student. He was not able to be present since he was attending the Model UN. He is an outstanding student in the Business Technology Program. He also serves on many committees and is the Vice President of the 2019 Class.

5.2. MVA Outstanding Non-Traditional Student – Juliet Slobogan.  
Ms. Slobogan was chosen as the Outstanding Non-Traditional Student. She is a senior in the Auto Collision Program. She is a member of many clubs and participates in a variety of volunteer ventures.

Item 6. Comments By Student Representative – Logan Keefe

Mr. Keefe informed the Committee about the following events taking place over the next few months. Many students will be taking part in the Polar Plunge. This event will take place in March. Students recently attended an event in support of the Special Olympics. There was also a planned Spirit Day in support of the Patriots.

Item 7. Out-of-Country Trip Follow-up: Cherian Gengle, Co-Founder of Be Like Britt Foundation

7.1. Cherian Gengle, Co-Founder of Be Like Britt was present to answer questions about the Skills USA Charity (Port-au-Prince, Haiti) trip. The Committee wanted more explanation about the entry and exit from the country making sure the students are protected and safe. The Committee was informed that anyone who goes with the group must be CORI checked. The foundation also has their own security team. The security team meets the group at the airport and transports them to the location. There is an emergency plan in place if something happens. If there is unrest in the country prior to the trip, it will be cancelled. She cannot guarantee everyone's safety, but does the very best that they can. The agency has had to cancel three trips over the history of the program. The students are required to have passports and immunization. There are many waivers which need to be signed. Member Yitts communicated that the BVT students are taught various regulations including OSHA and he wanted to know how this is handled and what safety protocols are put in place. It was communicated that there are no power tools used and everything is done by hand. Walls are built with hammer and nails. There are safety protocol in place but certainly not at the level of OSHA. There is no electrical or plumbing on site.

At the previous meeting this trip received a conditional approval.

On a motion made by Gerry Finn and seconded by Mr. Intinarelli, the Committee voted to give this trip approval. (Opposed Mr. Yitts and Mr. Hanratty) Motion passes.

Item 8. Vocational Department Presentation – Michael Norton & Russell Boisvert

8.1. The Electronics & Engineering Technology Department provided a presentation and explained that there are a total of 68 students enrolled in this program. There are 13 females and 55 males. There are seven students taking part in Co-Op jobs. The Co-Op opportunities have definitely increased over the years. A chart of the Skills USA over the last six years was shown. There were four Golds won and two Bronze in the Robotics Urban Search and Rescue Robotics along with other awards. Students are also graduating and going onto college to pursue engineering and other fields. There were six students from the class of 2014 who graduated from WPI while others have attended other engineering colleges. The Certification/Licensures which students can achieve include ETA International, PLTW, and OSHA. The school develops the curriculum with the fundamentals and includes the emerging technologies with the newer curriculum.

Item 9. Assistant Superintendent for Finance/Operations – K. Johnson

9.1. Line Item Transfer - There are no line item transfers. There are two donations. Mr. Johnson is working on the Capital Skills grant and the FY20 budget.

9.2(a) Donation Approval – Laser Engraver- The Blackstone Valley Vocational Regional School District is in receipt of a donation of a Laser Engraver. On a motion made by Mr. Lavin, seconded by Mrs. Mitchell, it was unanimously voted to accept the donation of a Laser Engraver.

9.2(b) Donation Approval – 2003 SAAB Convertible – The Blackstone Valley Vocational Regional School District is in receipt of a donation of a 2003 SAAB Convertible. On a motion made by Mrs. Mitchell, seconded by Mr. Intinarelli, it was unanimously voted to accept the donation of the 2003 SAAB Convertible.

Item 10. Assistant Superintendent – Director’s Report – A. Steele

10.1 Proposed 2019-2020 School Year Calendar- On a motion made by Mr. Lavin and seconded by Mrs. Mitchell, it was unanimously voted to approve the 2019-2020 School Year Calendar.

10.2 Practical Nursing Graduation Update - Mr. Steele informed the Committee that the Practical Nursing Graduation Ceremony for the Class of 2019 will take place on Wednesday, January 23, 2019. The Committee members have been invited.

10.3 Football Banquet Update – The Football Awards Banquet and Championship Ring Ceremony will take place on March 12, 2019 at 6:00 pm in the Competition Center. The Committee was presented with information about the Blackstone Valley Tech Championship Gear. The website to order from is <https://bvtfootball.itemorder.com/sale>. The deadline for orders is January 31, 2019.

10.4 Football State Championship Recognition – The Committee was informed that a date and time is being worked out with Karen Spilka for the Football State Championship Recognition. The Committee was also informed that the Girls’ Soccer dinner took place this evening. They were commended for winning the Central MA Division 3 Vocational Championship. The school received a gold banner for this honor.

10.5 Out of State Trip: The Committee was asked to authorize a vote to approve the request for an Out of State Field Trip on March 12, 2019 to March 13, 2019 for the purpose of the Senior Cosmetology Class to attend the International Beauty Show in New York City. On a motion made by Mr. Hanratty, seconded by Mr. Lavin, it was unanimously voted to allow the Senior Cosmetology Trip to New York City on March 12-13, 2019.

Item 11. Facilities Subcommittee Report – J. Lavin

The Facilities Subcommittee met on January 15, 2019. There will be a p.m. program started for the Roof Inspection. This will be in the Spring and Fall. The facilities department has been busy complete cleaning of the Competition Center. The windows and rafters were cleaned. All were informed that the snow removal equipment is ready. There are five trucks in the fleet. There is also a new security desk was donated by Furniture Trust. This also included a generous donation of furniture, four conference tables and 55 chairs. There are currently security cameras installed at the dumpster areas. Mr. Morin is working on the Automotive Grant that is part of the Diesel Program. The floor is being redone as part of the diesel technology. There are renovations being done in the diesel service area along with modifications to the shop to service heavy trucks. The windows and cabinets have been worked on. This includes window stenciling

with opaque covering. The next meeting of the Facility Subcommittee will be February 26, 2019 at 5:00 p.m.

Item 12. Budget Subcommittee Report – J. Lavin

12.1 First Round Line Items Series: 2000, 7000 and District-Wide Technology. There were seven meetings. This is being closely monitored for anything that occurs at the State level.

Item 13. Superintendent – Director’s Report – M. Fitzpatrick

13.1 Scholars’ Luncheon Report: The Worcester County Superintendents Association will hold the Annual Scholars Luncheon on Tuesday, January 8, 2019 at the College of Holy Cross. Mr. Steele will be attending. Students Alex Golberg and Zoe Mahoney will be recognized.

13.2 Massachusetts Reform Developments - The school is closely monitoring many of the educational reforms at the State level and are staying active in this process.

13.3 Insurance Advisory Committee Meeting Update: The FY 20 budget will be done by working closely with the subcommittees and also the insurance advisory committee which has cross representation from retired staff and administrators along with the insurance broker. On January 28, 2019, there will be a findings of the rate increases by Harvard Pilgrim and Fallon. These numbers will be worked into the budget.

13.4 FY20 Budget Dissemination Process. The budget timetable has been established relative to the calendar. Some of the partnered schools have reached out in advance to see if they can get information relative to the budget numbers.

13.5 Teachers In-Service: Sexual Harassment Prevention Training – This will be the next scheduled in-service training.

13.6 Rockland Bank – Van Subsidy Request – A letter dated January 2, 2019 was sent to Rockland Trust for a Van Subsidy Request in the amount of \$3,500.00.

13.7 Congressman Neal: Workforce Development Needs - The Committee is in receipt of a letter dated January 2, 2019 to the Honorable Richard Neal congratulating him on his new role as Chair of the House Ways & Means Committee.

13.8.a. Notification of Retirement letter dated January 2, 2019 from Dawn Dubois effective February 25, 2019 was received and accepted.

13.8.b. Notification of Retirement letter dated January 17, 2019 from Michael Faticanti effective July 1, 2019 was received and accepted.

13.8.c. Notification of Retirement letter dated January 14, 2019 from Judy Lavallee effective immediately January 14, 2019 was received and accepted.

13.8.d. Notification of Retirement letter dated January 15, 2019 from Shirley Whitten effective June 17, 2019 was received and accepted.

13.9 Memorial Donations on Behalf of Former HVAC Instructor, Michael R. Wojnowski. Memorial donations may be made to Blackstone Valley Regional Vocational Technical High School Automotive Service and Technology Department, note "In Memory of Michael Wojnowski."

Item 14. Old Business

14.1 Superintendent's Gourmet Dinner Fund Raiser Authorization - There was authorization for signing of the letter for this event.

Item 15. New Business

Dr. Fitzpatrick informed the members that BVT submitted an application for the 2019 Massachusetts Capital Grant Program. The Workforce Skills Cabinet received 62 applications requesting over \$18.5 million in funding.

Item 16. 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 17. Next Regularly Scheduled School Committee Meeting – J. Hall

The next regularly scheduled meeting will be held on March 7, 2019 at 6:00 p.m. in the Three Seasons Restaurant.

Item 18. Meeting Closure

18.1 The meeting was declared closed by the Chair at 7:47 p.m.

18.2 On a motion by Mr. Broderick seconded by Mr. Braza it was voted to adjourn at 7:47 p.m.

**Listing of Materials Used in the Meeting:**

Item 2 Minutes of Regular Meeting of December 20, 2018

Item 3 Treasurer's Reports December 31, 2018

Item 4.1 BVVR District School Committee Chair

Item 4.2 BVVR District School Committee Vice Chair

Item 4.3 BVVR District School Committee Secretary

Item 4.4 BVVR District School Committee Assistant Treasurer

Item 4.5.a. BVVR District School Committee Payroll/AP Warrant Signer #1

Item 4.5.b. BVVR District School Committee Payroll/AP Warrant Signer #2

Item 4.5.c. BVVR District School Committee Payroll/AP Warrant Signer #3

Item 4.5 BVVR District School Committee Alternate Payroll/AP Warrant Signer

Item 8 Electronics and Engineering Technology Handout

Item 9.2 Donation Acceptance – Laser Engraver

Item 9.2.b. Donation of a 2003 SAAB Convertible

Item 10.1 Blackstone Valley Tech 2019-2020 Calendar

Item 10.3 Football Championship Gear Flyer

Item 10.5 Field Trip Request Form

Item 13.1 Annual Scholars Luncheon

Item 13.6 Letter to Rockland Trust

Item 13.7 Letter to Richard Neal.

Item 13.8.a. Retirement Notification – Dawn Dubois

Item 13.8.b. Retirement Notification – Michael Faticanti

Item 13.8.c. Retirement Notification – Judy Lavalley

Item 13.8.d. Retirement Notification – Shirley Whitten

Item 13.9 Obituary for Michael Wojnowski

Item 15 Letter of Acknowledgement from 2019 Massachusetts Capital Grant Program

Item 16 Items for the Good of the Committee

Respectfully submitted by,

Anthony M. Yitts, Secretary