

Blackstone Valley Vocational Regional District School Committee
Minutes of Regular Meeting
May 16, 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 |
| Gerald M. Finn of Millville, Vice Chairman | Anthony Steele, Asst. Superintendent-Principal |
| Anthony M. Yitts of Grafton, Secretary | Kurtis Johnson, Asst. Supt. for Finance and Operations |
| Joseph A. Broderick of Blackstone | Amy Sutherland, Recording Secretary |
| John C. Lavin, III of Douglas | |
| Chester P. Hanratty, Jr. of Millbury | |
| Julie H. Mitchell of Sutton | |
| Dennis P. Braun of Mendon | |
| Paul J. Braza of Milford | |
| Jeff T. Koopman of Northbridge | |

Members Absent:

Mitchell A. Intinarelli of Hopedale
David R. Bartlett of Upton
James H. Ebbeling of Uxbridge
Barbara Auger, Treasurer

Item 1. Call to Order

The meeting was called to order at 6:02 p.m. by Chairman Hall.

A Moment of Silence was held for the loss of former Blackstone School Committee Representative and Retired BVT Teacher William (Bill) Pontes.

Item 2. Secretary's Report – A. Yitts

2.1. On a motion by Mr. Hanratty, seconded by Mr. Lavin, it was unanimously voted to waive the reading of the minutes of the regular meeting of April 11, 2019 and to accept the minutes as written.

Item 3. Treasurer's Report

3.1. The Treasurer's report was presented dated April 30, 2019. The report reflects an ending balance of \$7,060,216.19 for Total Funds, including \$1,146,992.76 in Project Funds and \$5,913,223.43 in Local Funds.

On a motion by Mr. Lavin, seconded by Mr. Hanratty, it was unanimously voted to approve the April 30, 2019 Treasurer's report as presented.

Item 4. School Committee Fiscal Year 2020 Appointments

4.1. District Treasurer (Term 7/1/19-6/30/20)

Mr. Broderick hereby moved the appointment of Barbara A. Auger as the District Treasurer for the Blackstone Valley Vocational Regional School District for the period of July 1, 2019 through

June 30, 2020. Motion made by Mr. Hanratty, seconded by Mr. Finn, it was voted to approve Barbara Auger as the District Treasurer for the Blackstone Valley Vocational Regional School District.

4.2. District Recording Secretary (Term 7/1/19 -6/30/20)

Dr. Fitzpatrick suggested the appointment of Amy Sutherland as the recording secretary for the Blackstone Valley Vocational Regional School District for the period of July 1, 2019 through June 30, 2020. Motion made by Mr. Braza and seconded by Mr. Broderick, it was voted to appoint Amy Sutherland as the recording secretary for the Blackstone Valley Vocational Regional School District.

Item 5. Student Recognition – Dr. Fitzpatrick

5.1. Eagle Scout Rank – Scott Shaw received recognition for achieving his Eagle Scout Rank. Mr. Shaw is a senior at BVT from Uxbridge whose project included the marking of five trails with maps and diamond markings around a pond in Uxbridge.

Item 6. Comments by Student Representatives

Student representatives explained that the E-Board elections were held. Students put together baskets of supplies for teachers during Teacher Appreciation Week. The Annual Handball Tournament will be held to raise money for the Out of the Dark Suicide Walk on June 7, 2019.

To enable the Assistant Superintendent to represent the District at another event, the School Committee agree to take Item 8 out of order.

Item 8. Director of Student Life Report- A. Steele

8.1. Exploratory Placement Report

The School Committee was provided with a summary sheet which included information regarding Exploratory Placement for May 2019. This included placement data from December 2015 through December 2019. The information was further broken down into the shop selection, applications with 1st, 2nd, and 3rd choices, along with the final choices of the students. Currently, of the 305 freshman students, 88% receive their first choice of placement. There are maintained waiting lists for all shops. It was suggested by Mr. Yitts to look at revamping the Business Technology area since there is need for business and administrative professionals. There was a suggestion to have the Advisory Committee discuss what can be done to make this shop more cutting edge. Mr. Steele commented that this area has been moving towards business management and entrepreneurship. Similar to the upgrades taken in several sister vocational technical systems, the shop has needed to reinvent itself over the years. The students in this shop are launching an online store and getting into ecommerce. There is a plan invested to repurpose the space. The office area is being turned into a teleconferencing room. Students are regularly surveyed about why they change shops. This feedback is provided to students, parents and the Advisory Committee.

8.2. FY20 Admissions Update

The Committee was presented with an Admissions Status Report for 2018-2019. This document includes the current enrollment status which is 1218 as of May 1, 2019 along with providing a breakdown of the applications received per town, per year and those accepted as of May 2, 2019. The school is accepting 317 students for the upcoming school year 2019-2020. There are only

about six transfer seats for sophomores. Dr. Fitzpatrick communicated that there will be a need to upgrade our data analysis due to the demands from multiple monitoring agencies.

Item 7. Skills USA State Competition Results – Becky Corda, Robert Jordan & Kat Manoogian

The members were provided with the 2018-2019 BVT SkillsUSA Annual Report. The students took part in a District Leadership and Skills Conference on March 13, 2019 where the students competed in 55 different events, capturing 95 medals with 8 sweeps. During the State Leadership and Skills Conference, our students earned 53 medals and 5 students were chosen to be National Voting Delegates. The National SkillsUSA Leadership Conference is June 24 -29th, 2019 in Louisville, Kentucky. There will be 32 students and 9 chaperones attending, those include 24 Gold Medalists, 2 State Officers Elect and 6 National Voting Delegates. The Community Service Activities included the Be Like Brit Foundation in Worcester. The students helped organize and package donations for the children at the orphanage in Haiti. The SkillsUSA monthly charity dinners raised \$1,000.00 which was donated to the foundation. The students' trip to Haiti is scheduled for September 2019. There are 69 graduating seniors who received medals over the course of the four years. The members were in receipt of the SkillsUSA budget sheet. Anika Koopman and Tanyikah Muanya spoke about the SkillsUSA Chapter training. The Chapter also applied for the Presidential Volunteer Service Award. The school was awarded a Gold Level Award for 2019 for volunteering over 1,000 hours of community service. Anika Koopman as an individual completed 277.5 hours of service and received the Gold Level Award.

On a motion made by Mr. Lavin, seconded by Mr. Koopman, it was voted unanimously to approve the out of state field trip for June 24 – 29th to Louisville, Kentucky.

Item 9. Facilities Subcommittee Report – J. Lavin

Mr. Lavin explained that a list of the summer projects has been created and these items will be addressed. The roof project is also moving forward. There was an Eagle Scout project which was submitted and is being reviewed. Dr. Fitzpatrick communicated that there was a request from a parent to have a softball scoreboard. The school will be looking into addressing this request.

Item 10. Asst. Supt. for Finance/Operations – K Johnson

10.1. Line Transfer – Mr. Johnson presented to the members a list of transfers needed to address the now known costs associated with students qualifying for the National SkillsUSA Competition, and transportation costs required for students that qualify under McKinney Vento who are living outside of the district. The explanation was provided for each of the transfers.

On a motion made by Mr. Lavin, seconded by Mrs. Mitchell, it was voted unanimously to move to transfer available funds from the following accounts noted on sheet 10.1 into the accounts noted on sheet 10.1.

10.2. Donation Approval

On a motion made by Mr. Lavin, seconded by Mrs. Mitchell, it was voted unanimously to accept the donation of the 2014 Cadillac SRX (VIN #3GYFN38E38ES636859).

10.3. Bid Award – Epoxy Floor Installation – Auto Tech (MA Skills)

On a motion made by Mr. Lavin, seconded by Mrs. Mitchell, it was voted unanimously to award the Automotive Technology Floor Repair and Resurface Project to Industrial Seamless

Flooring Corp. of Douglas, MA, as the most responsive and responsible bidder with a bid of \$65,000.

10.4. MSBA Roof Repair Project: Schematic Design Funding.

On a motion made by Mr. Lavin and seconded by Mr. Finn, it was voted unanimously to move to authorize schematic design services in relation to the MSBA “Roof Repair Project” in an amount not to exceed \$15,000.00. Mr. Johnson explained that due to several cost containment approaches, the District is in a position to avoid member community debt by self-funding \$716,622.00 reserved for the roof replacement and repairs. The funds were generated from a combination of MSBA reimbursements and transfers from certified fund balance.

Item 11. Policy Subcommittee Report – C. Hanratty & A. Steele

11.1. Revised Policies – a. Attendance Policy – Mr. Hanratty shared the Committee is in receipt of the Attendance Policy with noted revisions. On a motion made by Mr. Lavin and seconded by Mr. Koopman, it was voted unanimously to accept the Attendance Policy as revised.

11.2. Handbook Approvals

a. 2019-2020 BVT Student Handbook – C. Hanratty

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

b. 2019 -2020 Practical Nursing Student Handbook – C. Hanratty

On a motion made by Mr. Braza, seconded by Mr. Lavin, it was voted unanimously to approve the 2019-2020 BVT Student Handbook.

i. 2019-20 Practical Nursing Tuition & Fees – C. Hanratty

On a motion made by Mrs. Mitchell, seconded by Mr. Lavin, it was voted unanimously to approve the 2019-2020 Practical Nursing Tuition & Fees.

c. 2019-20 Practical Nursing Faculty Handbook – C. Hanratty

On a motion made by Mr. Koopman, seconded by Mrs. Mitchell, it was voted unanimously to approve the 2019-2020 Practical Nursing Faculty Handbook.

Member Yitts suggested a policy for the afternoon or evening programs specifically for student responsibilities regarding conduct and such in case something were to happen.

Item 12. Assistant Superintendent – Director’s Report – A. Steele

12.1. A breakdown of the graduation information was provided. The graduation check-out process begins on May 20, 2019. The graduation will be Thursday, May 30th at Hanover Theater.

12.2. Lockdown Evacuation Simulation – The school took part in a scheduled lock down and evacuation on May 1, 2019. The event took place in the school cafeteria. Both the Police and Fire Chiefs were highly impressed with how well the students responded. These type of events are practiced throughout the year. The Run, Hide or Fight techniques were explained.

12.3. Promising Practices Nominee

Art Teacher Ashley McClure was nominated for the Promising Practices Nominee.

12.4. Faculty & Nurses Appreciation Day: 05/08/19

The Faculty & Nurses Appreciation Day was held on May 8, 2019. The theme of the day was Super Hero's. The students wrote notes about the faculty which were displayed throughout the cafeteria.

12.5. Report on Jr./Sr. Prom: 5/11/19

The Jr./Sr. prom was held on Saturday, May 11, 2019 at the DCU Center. There were over 600 students that attended. The event was successful and there were no issues or problems.

12.6. MACC Scholarship Night Report: The Annual Scholarship night is happening on Thursday May 16, 2019. Mrs. Ruzanski will be attending this event as the faculty representative. This is sponsored through the Milford Area Chamber of Commerce. There will be local legislatures at this event.

12.7. Out-of-State Trip

On a motion made by Mr. Lavin seconded by Mrs. Mitchell, it was voted to approve the Real Bodies Exhibit Trip at Connecticut Science Center on June 13, 2019.

Item 13. Budget Report – J. Lavin

13.1. Finance Committee Presentations/Meetings:

Dr. Fitzpatrick presented the BVT budget to the Sutton Finance Committee on April 22, 2019. There was also a meeting on April 23, 2019 in the Town of Uxbridge. This meeting was a public hearing meeting with the Finance Committee and Board of Selectmen and the outgoing Town Manager. The Finance Committee sought an update regarding transitional projects initiated by their former Fire Chief which the District subsequently resolved.

13.2. Annual Town Meeting Status Report

The Committee was presented with an Annual Town Meeting Report status sheet. To date, eight towns have voted to support the budget.

13.3. Annual Town Meeting Actions:

The following is a breakdown of the town actions.

- a. Upton 5/2/19 D. Bartlett – Unanimously Approved
- b. Mendon 5/3/19 – D. Braun – Unanimously Approved
- c. Douglas 5/6/19 – J. Lavin – Unanimously Approved
- d. Millbury 5/7/19 – C. Hanratty- Unanimously Approved
- e. Northbridge 5/7/19 – J. Koopman- Unanimously Approved
- f. Grafton 5/13/19 – A. Yitts – Unanimously Approved
- g. Millville 5/13/19 – G. Finn – Unanimously Approved
- h. Sutton 5/13/19 – J. Mitchell – Unanimously Approved

It is expected when the Town of Milford and the Town of Hopedale vote, the nine towns needed to support the budget will be secured.

Item 14. Superintendent-Director's Report – M. Fitzpatrick

14.1. Practical Nursing Program Review Approval Status

The members are in receipt of a letter dated April 9, 2019 from The Commonwealth of Massachusetts Executive Office of Health and Human Services Department of Public Health

Bureau of Health Professions Licensure of Board of Registration in Nursing. The letter informed the school that a review of the Blackstone Valley Regional Vocational Technical School Practical Nursing Program maintains full approval status. This program is in compliance with 244 CMR 6.04: Standards for Nursing Education Program Approval.

14.2. State House Recognition: 04/23/19

The BVT Football Coaches and football team went to the State house on April 23, 2019 to receive their proclamation. The BVT students and coaches were provided a historical tour and were brought into the Senate chambers. Lunch was also provided.

14.3. Visitors

a. Milford Rotary Club: 04/30/19

Dr. Fitzpatrick met with the Milford Rotary Club on April 30, 2019 and presented budget information to about 20 members. The revenue streams were highlighted.

14.4. Life Flight Zone Landing at BVT: 04/25/19

The members were provided with an article from the Milford Daily News which informed them that a construction worker was injured in a fall from a two-story house in Upton and needed to be Life Flighted from BVT. The school was thanked for assisting in this emergency. The school has been used in the past for a landing zone.

14.5. Superintendent Goals for Review with Action

The members were provided with a document which contained the Superintendent's FY2019 Goals. They were broken down into the standards/goals, Ranking, Measurement Indicators, and Evidence of Attainment. The Superintendent's goals will be reviewed further at the June 20, 2019 meeting. Mr. Hall commented on Goal #2 in relation to the 250 hours of professional development training. There should be a modification in the goal design. There is only one new goal which is Goal #9. Mr. Finn would like a copy of Goal #5 regarding agreements.

14.6. Notification of Resignation

a. Notification of Resignation letter dated May 6, 2019 from Kaitlin Masso effective the last day of the 2018-2019 school year was received and accepted.

b. Notification of Resignation letter dated May 13, 2019 from Aaron Booker effective June 21, 2019 was received and accepted.

Item 15. New Business

Mr. Finn informed the Committee that the Town of Millville has a new Town Administrator, Peter Caruso. Mr. Finn was on the Search Committee. There were 19 candidates who applied for position. He will be invited to meet Dr. Fitzpatrick in the near future.

Mr. Yitts asked if, given our lengthy student applicant waitlist, we could once again reach out to the District towns to see if they would be receptive to the 3.5 million dollar expansion requested several years back. This expansion would allow us to take more students, add approximately 300 seats, and potentially add two additional shops. Mr. Finn asked if there is a footprint of the building to see if we can revamp some portion of the building to accommodate Veterinary Services. Dr. Fitzpatrick noted that the school leadership team could look at this. Dr. Fitzpatrick spoke with the State Agent for Veterinary Services and the gentleman has agreed to come out to shape the proposal.

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 June 20, 2019 at 6:00 p.m. in the Three Seasons Restaurant.

Item 18. Meeting Closure

18.1. The meeting was declared closed by Mr. Broderick at 8:15 p.m.

18.2. On a motion by Mr. Broderick, seconded by Mr. Finn, it was voted to adjourn at 8:15 p.m.

Listing of Materials Used in the Meeting:

Item 2. Minutes of Regular Meeting of April 11, 2019

Item 3. Treasurer's Report – April 30, 2019

Item 7. SkillsUSA State Competition Results

Item 8.1. Exploratory Placement

Item 8.2. Admissions Status Report 2018-19

Item 10.2.a. Donation Acceptance

Item 10.3.a. Automotive Technology Floor Repair & Resurface Project Bid

Item 10.4. MSBA Roof Repair Project

Item 11.1. Attendance Policy

Item 11.2. Handbook Approvals

Item 12.7. Request for Field Trip/Excursion

Item 13.2. FY20 Budget Status Report

Item 14.1. Board of Registration in Nursing Compliance Letter

Item 14.4. Article Milford Daily News

Item 14.5. FY2019 Superintendent-Director's Goals

Item 14.6. Resignation Letters Aaron Booker and Kaitlin Masso

Item 16. Items for the Good of the Committee

Respectfully submitted by,

Anthony M. Yitts, Secretary