

**Blackstone Valley Vocational Regional District School Committee**  
**Minutes of Regular Meeting**  
**June 20, 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:

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	
Paul J. Braza of Milford	
Jeff T. Koopman of Northbridge	
James H. Ebbeling of Uxbridge	
Barbara Auger, Treasurer	

Members Absent:

Mitchell A. Intinarelli of Hopedale  
David R. Bartlett of Upton

Item 1. Call to Order

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

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 May 16, 2019 and to accept the minutes as written.

Item 3. Treasurer's Report

3.1. The Treasurer's report was presented dated May 31, 2019. The report reflects an ending balance of \$7,379,970.71 for Total Funds, including \$1,143,946.40 in Project Funds and \$6,236,024.31 in Local Funds.

On a motion by Mr. Hanratty, seconded by Mrs. Mitchell, it was unanimously voted to approve the May 31, 2019 Treasurer's report as presented.

On a motion made by Mrs. Mitchell, seconded by Mr. Hanratty, it was unanimously voted to re-authorize Ms. Barbara Auger's right-to-borrow on behalf of the District.

Item 4. Student Recognitions

4.1. Eagle Scout Rank – Colin Norcross-Joyce  
Dr. Fitzpatrick recognized Senior Colin Norcross-Joyce from Blackstone, MA for his Eagle Scout Project from Troop 1 which included the planning and construction of a Veteran's Memorial at the Blackstone Town Common. He was assisted by mason, Thomas Levitre.

Item 5. Comments by Student Representatives

There were no student representative reports.

Item 6. PAC Chairperson Annual Report – Rosemarie Arduino

Ms. Arduino, the parent of a Senior and Chairperson for the PAC informed all that PAC advises the District on the education and safety of the special education students at BVT. The PAC spent time this year updating their current bylaws. The Committee also was at the curriculum night providing information to parents. A website has been set up for parents of Special Needs Students. Ms. Arduino will no longer be the Chairperson since her son graduated this year. Ms. Arduino was thanked for her years of service throughout the years.

Item 7. 2019 Graduate Placement Status Report – Y. Whitesell & E. Evans

Mr. Evans provided the Committee with two documents which included information relative to Postsecondary Placement Data for the Graduating Class of 2019 along with another packet which had data in relation to Vocational Areas for Postsecondary Plans for the Graduating Class of 2019. There are 76.8% of the class attending four year colleges, 5.3% attending two-year college/certification program, 10.2% apprenticeship program, 5.3% seeking employment, and 1.6% going into the military. The three-year comparison was shown. Within the Postsecondary Plans for those graduates going into the Vocational Area, there are 54% going into job programs directly related to shop, and 46% of students have plans which utilize skills gained in their shop for spin off careers. The data shows that more students are entering apprentice programs.

Item 8. Vocational Directors Report – T. Belland, C. Hathaway, M. Connors

8.1. Vocational Directors Mr. Belland, Ms. Hathaway, and Mr. Connors shared updates on the vocational programs at BVT.

- a. It was reported that the school continues to update safety training for all shop programs. The school was awarded a grant for diesel training and for renovation of the Auto Technology Program area. The Manufacturing Moonlight Program was successful. There will be an information session available for those interested on Tuesday July 16, 2019. The Business and Entrepreneurship program had a successful year with students taking part in SkillsUSA; 33 students went to the National Competition. The students attended the STEM Signing Day and Showcase at WPI and won the excellence presentation award. Students also took part in the ECO Challenge and won first place. There were 17 students who took part in the construction apprenticeships.
- b. There were several District projects which benefitted many of the 13 communities. At the Hopedale Town Park, students worked on a ramp for the boat house along with repairing the kiosk at the park. There was also work done at the Mendon Town Park. This work included lighting fixtures and replacing underground wires. The bathroom at Miscoe School has been renovated. The students also completed work at the Milford Housing Authority. There was electrical and paint completed. Benjamin Moore donated the products. Students were provided a unique field based experience by operating all aspects of the Depot Tavern Restaurant for a day which included cooking recipes and serving customers. In total, the District completed 370 projects, with a total savings to the surrounding District Towns of \$499,061.00.
- c. Students took part in Industry Partnerships in Hopkinton which included training in Construction Apprenticeship and Safety and First Aid Training relating to Building Roads and Buildings.
- d. There are currently 90 students on Co-op throughout the community.

8.2. Safety Report – The School continues to provide safety training to all students in a variety of programs.

8.3. Peter Wojnar reported that the General Advisory Committee includes 483 members. The meetings included discussions about equipment needs and eligibility requirements in the industry.

Item 9. Practical Nursing Program Coordinator – J. Monks

9.1. Program Status Review – Ms. Monks presented information relative to the Practical Nursing Program. Applications over the last five years have increased. This year there were 711 total applications received, of those applications, 325 students were accepted with a total enrollment of 237. Given the high demands of the program, 43 students withdrew. The number of students who graduated from the program was 171. The exam passing rate is 95%. The last column of the presented document included information in relation to the status of the program funding. For those accounts where the fees were not collected, a collection agency will be responsible for collecting these funds. It was suggested to take out any information about names on the data sheet.

Item 10. Policy Subcommittee Report – C. Hanratty/J. Monks

10.1. The Committee is in receipt of the revisions to the Practical Nursing Program Admissions Policy for 2019-2020. This was reviewed by the Subcommittee.

Item 11. Facilities Subcommittee Report – J. Lavin/J. Brochu

The Committee was provided a document titled “Projects Planned for 2019.” Some of the projects include crack sealing, relining and stenciling the entire campus. The Auto Technology floor will be refinished. There will also be field maintenance for the football and track areas. There will be replacement and installation of new steel fuel lines for the school boilers. The projects pending approval are the following: MSBA Roof Replacement, Security Grant Project, Skills Grant/Engineering Project, and PDT Renovations.

Item 12. Asst. Supt. for Finance/Operations – K. Johnson

12.1. Year-End Line Item Transfers

a. Floor Scrubber – The Committee is in receipt of a transfer form to replace the aging automatic ride-on-floor scrubber machine in the Facilities Department. On a motion by Mr. Braza, seconded by Mr. Lavin, it was voted unanimously to approve the transfer of \$16,900.00 from available funds to replace the floor scrubber.

b. Exterior Fascia Repair – The Committee is in receipt of a transfer form to repair the exterior fascia of the west side of the building near the locker and fitness rooms. This transfer will provide funds to repair the existing EIFS with high impact mesh at the panel with the 3’ door leading to the new locker rooms as well as two (2) panels on either side of the door. On a motion by Mr. Hanratty, seconded by Mr. Lavin it was voted unanimously to approve the transfer of \$9,800.00 from available funds to repair the exterior fascia of the west side of the building.

c. Other Miscellaneous Transfers – The Committee is in receipt of a transfer form for additional funds required to fund McKinney-Vento Transportation. On a motion made by Mr. Koopman, seconded by Mr. Finn, it was voted unanimously to approve the transfer of \$15,000.00 from available funds to fund McKinney-Vento Transportation.

## 12.2. Donation Approval

- a. Bay Path: Honda Engines – On a motion made by Mr. Braza, seconded by Mr. Hanratty, it was voted unanimously to accept the donation of Honda Engines.

12.3. Summary FY19 Grant Approvals – The Committee is in receipt of a document showing the Grant and External Funding Activity for Fiscal Year 2019. Mr. Johnson explained that the total amount sought in grants was \$2,077,459.00. There are currently nine grants pending approval. It was explained that for the Entitlement Grants submitted, there are four funding streams for Title I (BVT traditionally gets three funding sources). Two of the three funding sources have a minimum threshold of 5.00% to qualify for funding. The FY18 poverty factor was 5.4% (based on FY15); FY19 poverty factor is 3.63% (based on FY16), therefore we lost two of the three funding sources.

12.4. Annual Wellness Assessment – Martha Pellegrino provided to the Committee the Wellness Committee End-of-Year Report. The goals for 2018-2019 student wellness included applying for an anti-vaping grant. The school is collecting data on BMI (Body Mass Index). This information is being shared with school nurses, administration, and the Wellness Committee. A grant was received to purchase equipment to increase milk consumption. The cafeteria is currently using a mid-morning mobile breakfast cart. There were 42,000 breakfasts served this year. In regards to employee wellness, Harvard Pilgrim had a challenge and incentive campaign for healthy eating and cooking. There was also a staff survey about what they would like for healthy food options. There was a wellness fair held on December 12, 2018. The charts of the BMI yearly comparisons were reviewed.

## Item 13. Assistant Principal's Report – M. Urquhart

### 13.1. Senior Awards Night: 5/23/19

- a. 2019 Scholarship Report – The total 2019 Scholarships and Awards listing the amount of money awarded to students was \$1,773,525.00 with a renewal value of nearly six million dollars. These scholarships and awards were presented on May 23, 2019.

13.2. The BVT Class of 2019 graduated on May 30<sup>th</sup> at the Hanover Theatre in Worcester. This was one of the largest class graduations to date. The Class of 2019 consisted of 301 students who were escorted into the graduation ceremony with bagpipes.

13.3. Spring Sports Update – There was a Spring Sports Award Night held on Thursday, June 13, 2019. All the Spring Sports Teams qualified for tournament play. It was a very successful spring for the sporting teams.

13.4. End-of-Year Procedures – The end of the year procedures are being completed.

## Item 14. Signatory Authorizations – J. Hall

14.1. Dr. Michael F. Fitzpatrick, Superintendent-Director – On a motion made by Mr. Lavin, seconded by Mrs. Mitchell, it was unanimously voted to empower the Superintendent-Director, Dr. Michael F. Fitzpatrick, as an authorized signatory for the Regional School District for the School Year 2019-20 as it pertains to District Contracts, Grants, and other legally binding documents between the District and any/all outside agencies.

14.2. Kurtis W. Johnson, Asst. Supt. for Finance/Operations – On a motion made by Mr. Finn, seconded by Mrs. Mitchell, it was unanimously voted to empower the Assistant Superintendent for Finance and Operations, Kurtis W. Johnson, as an authorized signatory for the Regional School District for the School Year 2019-20 as it pertains to District Contracts, Grants, and other legally binding documents between the District and any/all outside agencies.

14.3. Lorna M. Mangano, Business Manager – On a motion made by Mr. Braza, seconded by Mr. Broderick, it was unanimously voted to empower the Business Manager, Lorna M. Mangano, as an authorized signatory for the Regional School District for the School Year 2019-20 as it pertains to District Contracts, Grants, and other legally binding documents between the District and any/all outside agencies.

#### Item 15. Budget Report – J. Lavin

15.1. Annual Town Meeting Status Report – The Committee was informed that the 2020 BVT budget was approved by the various towns.

#### 15.2. Annual Town Meeting Actions:

- a. Milford 05/20/19 – P. Braza – Mr. Braza, who also serves as a Milford Town Meeting Member, shared that Finance Committee Chair Chris Morin reported favorable action and Milford unanimously endorsed BVT's request.
- b. Hopedale 05/21/19 – M. Intinarelli – Dr. Fitzpatrick reported that Mr. Intinarelli and former BVT School Committee Member Paul Yanovitch were present at the Hopedale Town Meeting. BVT's budget was supported and in other developments, the Town will take an override vote on 8/28/19.
- c. Bellingham 05/22/19 – J. Hall – Mr. Hall reported that Bellingham fully supported BVT's FY20 request.
- d. Blackstone 05/28/19 – M. Fitzpatrick – Dr. Fitzpatrick alerted all that Blackstone's Finance Committee and citizens voted in favor.
- e. Uxbridge 06/18/19 – J. Ebbeling – Dr. Fitzpatrick was joined by Mr. Ebbeling during the delayed Uxbridge Town Meeting and the vote was affirmative.

#### Item 16. Superintendent-Director's Report – M. Fitzpatrick

16.1. Staff Retirement Summary – FY19 – The Committee was informed about the FY19 staff retirements.

16.2. Superintendent's FY19 Goal Attainment Verification – The Committee is in receipt of the Superintendent-Director's Attainment Goals for 2019. On a motion made by Mr. Finn, seconded by Mr. Koopman, it was unanimously voted that Dr. Fitzpatrick showed evidence of attainment of the eight goals established in concert with the School Committee. This documentation will be included in compliance with DESE performance standards.

16.3. Chapter 74 Regulations: Proposed Changes – The Committee is in receipt of a feedback document drafted by Dr. Fitzpatrick in relation to the proposed revisions of the 603 CMR 4.00 Vocational Technical Education Regulations.

16.4. Rte. 495 Highway Sign Petition – The Committee is in receipt of a document petitioning for a waiver to have the BVT School’s highway sign reinstalled along Rt. 495.

16.5. Visitor(s):

a. Peter Caruso Millville Town Administrator: The newly appointed Millville Town Administrator Peter Caruso visited BVT on June 11, 2019. He was very impressed by the facility. Mr. Caruso wrote a thank you note which was read at the meeting.

b. Steve Sette Hopedale Town Administrator: Steve Sette, Town of Hopedale Town Administrator visited BVT on June 20, 2019. He was extremely complimentary of the school.

16.6. Beaver Basket Display – The Committee was shown a sample Beaver Basket Display which is on various wastepaper baskets both within and outside of the building. This promotes great marketing throughout the school.

16.7. Public Recognition of Painting & Design Shop via Roland DGA Corp. – Tom Lamont instructor at BVT was recognized for the next generation of sign making.

16.8. Notification of Retirement – Notification of Retirement letter dated May 17, 2019 from Janet Kelly was received on May 25, 2019 and accepted with an effective date of June 19, 2019.

16.9. Notification of Resignation – Notification of Resignation letter dated June 12, 2019 from Rebecca Cygielinik-DeMarco, effective the last day of the 2018-2019 school year, was received and accepted.

#### Item 17. New Business

17.1. A thank you was received from Olivia Mahoney for selecting her as recipient of the Valley Tech School Committee Academic Award in the amount of \$200.00.

17.2. A letter dated June 5, 2019 was sent to Lt. Karyn Polito about insight and reaction from a long-term Voc-Tech practitioner’s perspective. A similar letter was sent to Secretary Kennealy.

17.3. The 2019 MASC/MASS Joint Conference in Hyannis is scheduled for November 6-9, 2019.

#### Item 18. 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 19. Next Regularly Scheduled School Committee Meeting – J. Hall

The next regularly scheduled meeting will be held on August 15, 2019 at 6:00 p.m. in the Three Seasons Restaurant.

#### Item 20. Meeting Closure

20.1. Meeting Closed as Declared by Chair at 8:03 p.m.

20.2. On a motion made by Mr. Broderick, seconded by Mr. Finn, it was voted to adjourn the meeting at 8:03 p.m.

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

- Item 2. Minutes of Regular Meeting of May 16, 2019
- Item 3. Treasurer's Report – May 31, 2019
- Item 7. 2019 Graduate Placement Status Report
- Item 9.1. PNP Student Population
- Item 10.1.a. Practical Nursing Program Admissions Policy 2019-2020 for Sub-Committee
- Item 11. Projects Planned for 2019
- Item 12.1.a. Transfer Fund Form – replace floor scrubber
- Item 12.1.b. Transfer Fund Form – repair of exterior fascia
- Item 12.1.c. Transfer Fund Form – Transportation
- Item 12.2.a. Donation acceptance
- Item 12.3. Grant Handout
- Item 12.3. Monthly Budget Report Fiscal Year 2018-2019
- Item 12.4. Wellness Report School Year 2018-2019
- Item 13.1.a. Scholarships and Awards Report 2019
- Item 13.3. Spring Sports Update - Pamphlet
- Item 14.1. Signatory Authorization – Dr. Michael Fitzpatrick, Superintendent-Director
- Item 14.2. Signatory Authorization – Kurtis W, Johnson, Asst. Supt. for Finance Operations
- Item 14.3. Signatory Authorization – Lorna M. Mangano, Business Manager
- Item 15.1. Blackstone Valley Tech FY20 Budget Status Report as of June 14, 2019
- Item 16.2. Superintendent-Director's Goals – FY2019
- Item 16.3. Chapter 74 Regulations: Proposed Changes
- Item 16.4. Rte. 495 Highway Sign Petition
- Item 16.7. High Tech Training for the Next Generation of Signmakers
- Item 16.8. Notification of Retirement Janet Kelly
- Item 16.9. Notification of Resignation Rebecca Cygielnik-DeMarco
- Item 17. Thank you letter from Olivia Mahoney
- Item 17.1. Letter dated June 5, 2019 to Karyn Polito
- Item 17.3. Conference Flier
- Item 18. Items for the Good of the Committee

Respectfully submitted by,

Anthony M. Yitts, Secretary