

Blackstone Valley Vocational Regional District School Committee
Minutes of Regular Meeting
August 15, 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
Joseph A. Broderick of Blackstone	Anthony Steele, Asst. Supt./Principal
Anthony M. Yitts of Grafton	Sean Nugent, Assistant Principal
Chester P. Hanratty, Jr. of Millbury	Barbara Auger, Treasurer
Gerald M. Finn of Millville	Amy Sutherland, Recording Secretary
Jeff T. Koopman of Northbridge	
Julie H. Mitchell of Sutton	
James H. Ebbeling of Uxbridge	

Members Absent:

Paul J. Braza of Milford
John C. Lavin, III of Douglas
Mitchell A. Intinarelli of Hopedale
Dennis P. Braun of Mendon
David R. Bartlett of Upton

Item 1. Call to Order

The meeting was called to order at 6:04 p.m. by Chairman Hall.

Item 2. Secretary's Report – A. Yitts

2.1 On a motion by Mr. Yitts, seconded by Mr. Hanratty, it was unanimously voted to waive the reading of the minutes of the regular meeting of June 20, 2019 and to accept the minutes as written.

Item 3. Treasurer's Report – B. Auger

3.1 The Treasurer's report was presented dated June 30, 2019. The report reflects an ending balance of \$5,191,405.49 for Total Funds, including \$1,137,967.30 in Project Funds and \$4,053,438.19 in Local Funds.

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

3.2 The Treasurer's report was presented dated July 31, 2019. The report reflects an ending balance of \$7,451,983.76 for Total Funds, including \$1,115,680.32 in Project Funds and \$6,336,303.44 in Local Funds.

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

Dr. Fitzpatrick indicated that when delayed state budget was finally approved, the state provided an additional \$30.00 per student in Chapter 70 money. This is exactly what the Budget

Subcommittee had predicted. Although we were right on target, no one should be under the impression that the school received above what we projected. With the Chapter 71 funding, there was aggressive lobbying with various organizations and there is a modest increase in the transportation reimbursement. The school received \$74,000 greater than projected since the decision makers agreed to increase the percentages to 82%. The percentage number will vary year to year but it is typically 80%. The lobbying was impactful.

The Committee was made aware that there is currently an audit of the student activity fund accounts. Any recommendations will be fully implemented including one policy item. The policy is currently being corrected and updated.

Item 4. Status on BVT MA Highway Sign:

The Committee was made aware of an email sent by Dr. Fitzpatrick regarding a conversation with Congressman McGovern's efforts to restore the BVT highway sign. Seth Nadeau will be invited to the next meeting. Dr. Fitzpatrick will continue to lobby even if needed in Washington D.C. to get the sign reinstalled.

Item 5. Comments by Student Representatives – Logan Keefe & Isabella Caccavelli

Logan Keefe and Isabella Caccavelli spoke to the Committee about the Student Council's summer activities. The student representatives had E-Board training. The students learned a variety of leadership skills to bring back to the school. The School Council has also spent time preparing to welcome the freshman and new students to BVT. This included making goodie bags, door tags, and selling tee-shirts. Planning for Homecoming events has begun.

Item 6. Introduce New Assistant Principal Sean Nugent – M. Fitzpatrick

The new Assistant Principal, Sean Nugent, was introduced to the School Committee Members. He comes from the Boston Public Schools. His specialty is peer mediation and conflict resolution. The School Committee welcomed him.

Item 7. Asst. Sup for Finance/Operations – K. Johnson/L. Mangano

7.1. Lorna Mangano reported that the FY19 Audit has begun and representatives have been in since August 5, 2019. The school is providing the required documents. There is a single audit being completed on the SPED grant. The goal is to have this process completed by the end of September or early October. The final document will be provided to the Committee.

7.2 MSBA Accelerated Roof Repair Project – The Committee was asked to consider voting to authorize the expenditure of an additional \$40,000 for the purpose of costs of roof replacement and repairs. It was explained that the original estimates for the project did not include architectural and project management fees or associated structural analysis, which is mandated under state statute.

On a motion made by Mr. Hanratty, seconded by Mr. Broderick, it was unanimously voted that the Blackstone Valley Vocational Regional School District hereby appropriate the amount of \$40,000.00 for the purpose of paying costs of roof replacement and repairs for the Blackstone Valley Regional Vocational Technical High School, such costs include feasibility study, schematic design, architectural and engineering, environmental and site costs, including all costs

incidental and related there to (the “Study”) said amount to be expended under the direction of BVVRS School Building Committee. To meet this appropriation, the District has access to previously reserved capital project funds intended solely for the replacement and repair of roofs (see attached certification statement). The District acknowledges that the Massachusetts School Building Authority’s grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any costs the District incurs in excess of any grant approved by and received from the MSBA shall be the sole responsibility of the District.

7.3 Commonwealth of MA: Safer School Grant (\$80,000) - The School received a Safer School Grant from the Commonwealth of Massachusetts for \$80,000. The money will need to be expended by the end of the calendar year. There are some matching requirements. It will be used to increase security at the front entrance of the building.

7.4 Donation Approvals

a. HVAC A/C Units – On a motion made by Mrs. Mitchell and seconded by Mr. Koopman, it was voted unanimously to accept the donation of A/C units from TJM Corporations.

b. HVAC Supplies – On a motion made by Mrs. Mitchell and seconded by Mr. Koopman, it was voted unanimously to accept the donation of HVAC supplies from Werner Co. Services.

Item 8. Assistant Superintendent-Director’s Report – A. Steele

8.1. Report of 2019-20 School Year Opening – It was reported that all staff positions have been filled and the traditional orientation for new staff was held at the beginning of the week. Thank you to the cafeteria staff for catering this event. Human Resources and the whole Administrative Team worked hard to welcome all new staff members. The veteran staff will return later in the week to do vision setting for the year. The students will arrive August 16, 2019. The new student barbeque was successful. All students will return on Monday August 19, 2019.

8.2. Update on New Personnel – The Committee was presented with a list of the 2019 -2020 appointments. There is a vacancy for the Vocational Director position. There is a strong in-house candidate. All other positions have been filled.

8.3. Student Handbook – The Committee is in receipt of the Student Handbook which includes all the policies. It is considered the contract between the student and the school. All amendments came from the Policy Subcommittee and have been incorporated into the current issue. There is also the traditional planner designed and chosen by the students.

8.4. SkillsUSA Recap – The SkillsUSA Nationals took place at the end of the school year. The school sent 30 students including delegates which are part of the leadership of SkillsUSA. BVT had seven delegates present at the leadership side. The National Officer Election took place and Annika Koopman was nominated. This is a special honor. A special recognition was given to the staff who assisted in preparing these students.

8.5. Notice of Anticipated BVT Decennial Evaluation 2021-22 School Year – The School will be taking part in the NEASC evaluation which takes place every ten years. The preparation for this is typically a year and a half. NEACS has provided an official notification that this will

be conducted. There will be a selection process for the Committee Chairs who will provide the initial meeting with parameters and expectations. There will a 30-member team who comes out and spends three days reviewing the self-study documents, interviewing students, parents and community members. The report is then provided with recommendations. This is scheduled for 2022. It was noted that this will have a budget impact and the Budget Subcommittee should be informed about this.

Item 9. Budget Report – A. Steele

9. 1 2019 School Building Enhancement Tour – A. Steele – The School Committee was made aware of the various projects undertaken during only eight weeks throughout the summer. The seal coating and crack sealing was completed along with the relining and stenciling of the parking lot. The epoxy floor was completed in the auto tech area as well as several renovations. The Committee would like to take a tour at a future date to be determined. The football field restoration process was done with seeding and fertilizing. The track has been relined and stenciled. Some sections of the track need to be repaired and this is scheduled for the near future. An estimated cost on resurfacing the track can be investigated. The wall along the track had damage to the stucco. There was also a renovation of the small overhead door to match the original outside exterior door. The last phase of the restaurant renovation has been completed which was to finish the work area. There is now new cabinetry and countertop. In the kitchen area, the ceramic tiles were removed and replaced. The school will need to look at a long term investment of a new dust collector. The current unit is 14 years old. The regular standard maintenance took place in the classrooms and hallways. The floors have been polished and waxed. The facility team worked on specialized tasks throughout the building. All sinks and faucets were inspected and repaired. There were electronic and technology updates. Targeted electrical and maintenance preventive maintenance was addressed in the entire building. Upcoming will be the updating of the fuel lines; scheduled for August 28, 2019. Dr. Fitzpatrick thanked all for their hard work. It was suggested to design a practice board for the lacrosse players to use instead of the stucco wall. He would also like to see more Beaver baskets. For the baseball and softball area he suggested creating a frustration area instead of hitting the dug-out. This could be called the “Frustration Pole.” Clearly there were a lot of things completed in a short amount of time.

Item 10. Superintendent – Director’s Report – M. Fitzpatrick

10.1. Dr. Fitzpatrick shared the School Committee Member Directory. He asked members to check their information and provide any corrections.

10.2 Dr. Fitzpatrick shared the Delineation of Subcommittees for Fiscal Year 2019. The subcommittees help make presentations to the Committee as a whole and provide important decisions regarding budget and issues which arise throughout the year. There will need to be a meeting with the Negotiating Subcommittee since the Teacher’s Contract is coming up and this will need to be negotiated. The Insurance Subcommittee will be meeting to discuss the possible merging of Harvard Pilgrim and Tufts Insurance. It is the thought that this will not have an impact until the next negotiated cycle.

10.3 Dr. Fitzpatrick presented the Committee with his 26th Welcome Back Letter.

10.4 FY19 Draft Annual Report Review – The Committee members are in receipt of the FY19 Draft Annual Report. Some Towns are already putting their reports together, so the document presented and is marked as draft and invite committee members to review.

On a motion made by Mr. Finn, seconded by Mrs. Mitchell, it was unanimously voted to conditionally approve the draft Fiscal Year 2019 Annual Report as presented which will be further reviewed and revised if needed.

10.5 The school is in receipt of a donation of \$500.00 from Pete’s Bluebird, Inc. for the Painting and Design Tech Department.

10.6 Summer Professional Development Update

- a. The M.A.S.S. Executive Institute event took place in Mashpee on July 8–11, 2019.
- b. The Leadership Retreat on July 22 through July 24, 2019 was well attended. The theme of the retreat was “Continuous Improvement.”

10.7 Notification of Retirement

- a. Notification of Retirement – A Notification of Retirement letter dated June 27, 2019 from Victoria J. Beauregard, effective June 27, 2019, was accepted with an effective date of June 27, 2019.
- b. Notification of Retirement – A Notification of Retirement letter dated July 10, 2019 from Debra Cyra Hathaway, effective July 10, 2019, was accepted with an effective date of July 10, 2019.

10.8 Notification of Resignation

- a. Notice of Resignation – A Notification of Resignation letter dated August 5, 2019 from Benjamin Bertrand, effective August 5, 2019, was accepted with an effective date of August 5, 2019.
- b. Notification of Resignation – A Notification of Resignation letter dated July 8, 2019 from Courtney Boynton, effective July 15, 2019, was accepted with an effective date of July 15, 2019.
- c. Notification of Resignation – A Notification of Resignation letter dated July 23, 2019 from Rodney Gaskill, effective July 23, 2019, was accepted with an effective date of July 23, 2019.

10.9 Parent Newsletter – The Committee is in receipt of the most recent parent newsletter.

10.10 Committee members were provided with the 2019 Selected Massachusetts General Laws.

Item 11. New Business

The school is in receipt of a donation from a parent for \$250.00 which will be matched from her company. The Assistant Superintendent for Finance and Operations recorded this as a cash donation, but to comply with policy the School Committee was asked to approve. On a motion made by Mr. Hanratty, seconded by Mrs. Mitchell, it was unanimously voted to accept the cash donation in the amount of \$250.00.

Item 12. 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 13. Next Regularly Scheduled School Committee Meeting – J. Hall

The next regularly scheduled meeting will be held on September 19, 2019 at 6:00 p.m. in the Three Seasons Restaurant.

Item 14. Meeting Closure

14.1 The meeting was declared closed by the Chair at 7:40 p.m.

14.2 On a motion by Mr. Broderick, seconded by Mr. Koopman, it was voted to adjourn the meeting at 7:40 p.m.

Listing of Materials Used in the Meeting:

- Item 2. Minutes of Regular Meeting of June 20, 2019
- Item 3. Treasurer's Reports June 30, 2019 and July 31, 2019
- Item 4. Email regarding Highway Sign dated August 7, 2019
- Item 6. Resume Sean Nugent
- Item 7.2. MSBA Accelerated Roof Repair Project Vote
- Item 7.3. Safer School Grant
- Item 7.4. (a) Donation approval HVAC A/C Units
- Item 7.4. (b) Donation approval HVAC Supplies
- Item 8.2. FY20 Appointments
- Item 8.3. Student Handbook
- Item 8.4. SkillsUSA June 24-29, 2019
- Item 10.1. School Committee Member Directory
- Item 10.2. Delineation of FY20 Subcommittees
- Item 10.3. Welcome Back Letter
- Item 10.4. July 1, 2018 – June 30, 2019 Draft Annual Report
- Item 10.5. Pete's Bluebird Donation
- Item 10.6.b. Summer 2019 Leadership Retreat
- Item 10.7 a. Retirement letter dated June 27, 2019 from Victoria Beauregard
- Item 10.7.b. Retirement letter dated July 2, 2019 from Dedra Hathaway
- Item 10.8.a. Resignation letter dated August 2, 2019 from Benjamin Bertrand
- Item 10.8.b. Resignation letter dated July 8, 2019 from Courtney Boynton
- Item 10.8.c. Resignation letter dated July 23, 2019 from Rodney Gaskill
- Item 10.9. BVT Parent Newsletter Fall 2019
- Item 12. Items for the Good of the Committee

Respectfully submitted by,

Anthony M. Yitts, Secretary