

**Blackstone Valley Vocational Regional District School Committee
Minutes of Regular Meeting
December 19, 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
Anthony M. Yitts of Grafton	Anthony Steele, Asst. Supt./Principal
John C. Lavin, III of Douglas	Barbara Auger, Treasurer
Julie H. Mitchell of Sutton	Amy Sutherland, Recording Secretary
Joseph A. Broderick of Blackstone	
James H. Ebbeling of Uxbridge	
David R. Bartlett of Upton	
Gerald M. Finn of Millville	
Paul J. Braza of Milford	
Mitchell A. Intinarelli of Hopedale	
Jeff T. Koopman of Northbridge	

Members Absent:

Chester P. Hanratty, Jr. of Millbury
Dennis P. Braun of Mendon

Item 1. Call to Order

The meeting was called to order at 6:02 p.m. by Mr. Finn.

Item 2. Secretary's Report – A. Yitts

2.1 On a motion by Mr. Yitts, seconded by Mrs. Mitchell, it was unanimously voted to waive the reading of the minutes of the regular meeting of November 14, 2019 and to accept the minutes as presented.

Item 3. Treasurer's Report – B. Auger

3.1. The Treasurer's report was presented dated November 30, 2019. The report reflects an ending balance of \$7,628,235.67 for Total Funds, including \$1,572,954.63 in Project Funds and \$6,055,281.04 in Local Funds.

On a motion made by Mrs. Mitchell, seconded Mr. Lavin, it was unanimously voted to approve the November 30, 2019 Treasurer's Report as presented.

Item 4. Student Recognitions – Dr. Fitzpatrick

4.1. Abigail Cook of Blackstone (Health Services) was recognized as being a 2020 National Merit Scholarship Program Recipient.

4.2. Madison Gannon of Uxbridge (Engineering & Robotics); and Grant Van Dyke of Blackstone (Engineering and Robotics) were recognized for receiving perfect scores on Project Lead the Way "End-of-Course" exam.

4.3. Brandon Kee and Daniel (Walker) McDonald were recognized as the Superintendent's Scholars Award Recipients.

Item 5. Comments by Student Representatives – Isabella Caccavelli

The Committee was informed that the Holiday Fundraiser was a big success with many families benefitting from this endeavor. Thank you to all the families who donated to this fundraiser.

Item 6. Vocational Director's Report – T. Belland, M. Connors & M. Denise

6.1. A formal presentation was provided in relation to program refinements. There were photographs shown on the enhancements to the Automotive Technology Department. Capital Skills Equipment purchases included a 3-D printing machine along with a CNC routing table, a vacuum forming machine, mechatronic kits, an AC/DC training unit, and a vinyl cutting machine.

6.2. The exploratory report was provided. The charts referenced in the presentation showed the percentages of students receiving their first choice of shop. There was a question asked if there is a way to analyze the data to see why students change after exploratory.

6.3. This was an extremely productive year in terms of District projects. The total projects completed were 606. The external requests for projects/services was 471. The internal requests for projects/services was 135. The total savings for the District taxpayers totaled \$119,574.00. The Health Services program has students working within the communities every day. There was a total of 1,300 community hours and a savings of up to \$15,000. This includes providing blood pressure clinics, screening for color blindness along with other services.

6.4. There are currently 90 students taking part in Co-op opportunities. The students have earned gross wages of \$200,000. There is a job connection page on our website which links past and present students along with future employers.

6.5. The General Advisory Committee Update was provided by Peter Wojnar. There are currently 442 members of the Advisory Committee. The major topics discussed during the 2019 year included budgets and equipment, industry certifications, impacts of new programs, program recruitment, new projects, new school projects, new frameworks, and curriculum challenges and scholarships. The Committee held its traditional advisory dinner. There were over 300 members who attended this event. The fundraising efforts will be used for senior class awards.

6.6. A delineation of all program advisory committee members was circulated through the School Committee. Following a confirmation that all School Committee members had an opportunity to examine the advisory membership, the Chair called for a vote. On a motion made by John Lavin III, seconded by Jeff Koopman, it was voted to approve the advisory board delegations.

Item 7. Facilities Subcommittee Report – D. Bartlett

Mr. Bartlett provided an update from the Facilities Subcommittee. There was a meeting held on December 12, 2019. The gym floor refinishing has been completed. A hose on the plow needed to be repaired. There also needed to be a leak repaired on the transmission of the sander.

The fleet of snow vehicles is aging. The budget for FY2021 was submitted with a 1.15% increase due to capital equipment which includes an all-season truck/plow.

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

8.1. There was a Wellness Fair on December 11, 2019. The theme was helping, healing, harmony and giving back to the community. This was a successful event. Some of the activities included stress and the immune system, balancing work and family, plant based eating and other beneficial workshops. The Health Services students made 550 bags with custom gift tags for the meals provided to families throughout the valley.

8.2. The School Committee was informed that there was a Design Review meeting held on December 1, 2019 to review drawings, confirm scope of work, review initial cost estimates and project schedule. There was also discussion about the schematic design submission to MSBA. The initial projected budget for “construction” totaled \$1,322,862. Valley Tech representatives expressed concern over the price of \$56.72/sq. ft. and offered several changes suggested to the proposed budget. Another meeting was held on December 18, 2019 to review the preliminary schematic design binder submission which included the existing conditions, roofing report, structural analysis, HazMat report and recommendations along with designer cost estimated and MSBA project budget. The “construction” budget was reduced to \$1,277,879 or \$54.80/sq. ft., bringing the “Total Project” budget (per Form 3011) to \$1,642,765 and a potential reimbursement of 55% or \$903,521. Given actual experience with two previous projects, Valley Tech continued to express concerns about the cost per sq. ft. After a review of individual line items, the team identified ~ \$150,000 in budget reductions. The Owners Project Manager (OPM) warned of potentially understating the proposed budget as it could create risk for non-reimbursement for any amounts above the original cost estimate submitted to MSBA. The schematic design binder will be submitted on January 2, 2020 for the MSBA meeting to be held on February 13, 2020.

In addition to \$715,372 available in the Roof Capital Project, the district also has \$834,299 available in general building renovations that can be borrowed in order to fund the total project costs identified on Form 3011. Once final bids are received in April, and a contract awarded, any excess funds borrowed can be returned to the general building renovation capital project fund. Those funds can then be used to meet matching costs identified in the two most recent MA Skills Capital Project Grants.

As shared in the original concept provided to the School Committee, the District is self-funding this significant roof repair project. This approach enables our member communities to avoid any new debt expenses. Once final bids are received, and the contract has been awarded in April 2020, the District will realign and reimburse the various line items which subsidized the venture.

8.3. No line item transfers were needed.

8.4. Donation Approvals:

a. Blackstone Valley Vocational Regional School District is in receipt of a donation of a 2003 Ford Ranger XLT. On a motion made by John Lavin III, seconded by Julie Mitchell, it was voted to accept the donation of a 2003 Ford Ranger XLT.

b. Blackstone Valley Vocational Regional School District is in receipt of a donation of a 2001 Lexus RXS300. On a motion made by John Lavin III, seconded by Julie Mitchell, it was voted to accept the donation of a 2001 Lexus RXS300.

c. Blackstone Valley Vocational Regional School District is in receipt of a donation of a 2003 Volkswagen Beetle. On a motion made by Jeff Koopman, seconded by John Lavin III, it was voted to accept the donation of a 2003 Volkswagen Beetle.

d. Blackstone Valley Vocational Regional School District is in receipt of a donation of metal and pipe stock. On a motion made by John Lavin III, seconded by Jeff Koopman, it was voted to accept the donation of Metal and Pipe Stock.

e. Blackstone Valley Vocational Regional School District is in receipt of a donation of a 2007 Toyota Camry. On a motion made by John Broderick, seconded by Julie Mitchell, it was voted to accept the donation of a 2007 Toyota Camry.

There was a question about making sure the vehicles will not be stockpiled. It was communicated that the inventory of vehicles is low, and these vehicles will be used for the freshman to take apart and inspect.

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

9.1. BVT Fall Sports Award Ceremony took place on November 18, 2019. A pamphlet of the awards was provided to all School Committee members. It was another successful fall sports season.

9.2. The BVT parent/applicant Open House Night took place on November 20, 2019. This was a well-attended night with over 3,000 visitors.

9.3. The Sophomore Ring Ceremony & Dance was held on December 6, 2019. There were 260 students who participated. There was a change this year with the presenting of lapel pins to all students. The lapel pin provides a memorable keepsake for all students who may not be able to buy a ring.

9.4. The Committee was presented with a Student Blizzard Bag Proposal which would be a snow recovery pilot for 2019-2020 school year. There was contact with the Department of Education about putting together this proposal. All of the work in the Student Blizzard Bag Proposal is to be done when there is a snow day. The project for the students will take approximately 296 minutes and will be graded and recorded. A question was asked about the

burden to staff in managing this type of project. The recommendation was to discuss this with the Negotiation Subcommittee along with making sure it is reviewed by the school's attorney.

9.5. Out-of-State Trips

a. Ski & Snowboard Club: The Ski and Snowboard Club will be taking a trip to Mount Snow in Dover, Vermont on Saturday February 29, 2020. There will be 40-50 students attending. The proposed mode of travel will be FTI Charter Coach. On a motion made by John Lavin III, seconded by Julie Mitchell, it was voted to approve the Ski and Snowboard Club trip to Mount Snow on February 29, 2020.

b. Senior Class Trip Proposal – Class Officers & Advisors: A presentation was provided by Senior Class Advisor Jessica Mackenzie and Class President Cole Peterson for a Senior Trip to New York City. This trip will take place on May 18, 2020 to May 19, 2020. The agency organizing the tour is Educational Discovery Tours. Twenty-four-hour trip leaders and tour guides will participate. The itinerary of the events for the two days was provided. The senior class members were given a survey monkey questionnaire about where they would like to go, and New York City was the top choice. There will be events at school for those members who do not want to attend. To date, half of the senior class are interested in attending. There is fundraising ongoing to defer the cost. There can be arrangements made if there are students who do not have the funds to attend but would like to. It was suggested that a handout be provided to the students about the amount of extra money which will be needed to cover lunches and souvenirs.

On a motion made by David Bartlett, seconded by Paul Braza, it was voted to approve the Class of 2020 Trip to New York City on May 18, 2020 to May 19, 2020.

c. The Painting & Design Tech Group would like to go to the New England Institute of Technology in East Greenwich, RI on January 7, 2020. There will be 40 students participating. On a motion made by John Lavin III, seconded by Mitchell Intinarelli, it was voted to approve the out-of-state field trip to New England Institute of Technology on January 7, 2020.

Item 10. Budget Subcommittee Report – J. Mitchell

Mrs. Mitchell explained that the calendar for the budget making process is in process.

10.1. The First Round Line Item Series: 1000, 3000, 4000, 5000 and 8000 have been discussed. The Committee is about half-way through the process. There was a review of salary wage and benefits, student and other school services, plant operation and facilities. Appreciation was extended to the Department Heads for their thoughtful budgets which includes needs versus wants. There will be another meeting held on January 2, 2020.

10.2. Further review of salary and related fringe benefits will continue as revenues are developed.

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

11.1. A preliminary report was shared pertaining to the Annual Superintendent's Fund-raiser Dinner scheduled for March 19, 2020. This year's theme is Japan. On a motion made by John Lavin III, seconded by Mitchell Intinarelli, it was voted to approve the one-day liquor license for the event on March 19, 2020.

11.2. BVT Visitations/Tours

a. Blackstone Valley Education Foundation Executive Director, Jason Matthew, visited the school on November 19, 2019. Dr. Fitzpatrick looks forward to working with him.

b. The Rose Family, who lost a family member, made a donation for the Therapeutic Courtyard. Family members visited the Courtyard on November 19, 2019 and expressed how impressed they were with this very special area.

c. Mary Jane Handy, DOR Bureau of Accounts Director, visited the school on November 19, 2019. She had a working lunch with Kurtis Johnson and Dr. Fitzpatrick.

d. There was a Chief of Police Breakfast at BVT on November 26, 2019. This was well attended event.

11.3. Financial Donations

a. Charles River Bank is pleased to sponsor the Blackstone Valley Regional Vocational High School van for the 2020-2021 school year with a check in the amount of \$1,000.00.

b. bankHometown made a donation in the amount of \$2,500.00 to support the van transportation.

11.4. The School Committee was in receipt of the Winter 2019 BVT Newsletter.

Item 12. New Business

12.1. Dr. Fitzpatrick is in receipt of a retirement letter dated December 12, 2019 from David Lewis effective June 30, 2020. He is also in receipt of a retirement letter dated December 16, 2019 Donald Rivers effective January 31, 2020.

12.2 The school is in receipt of MSBA correspondence supporting the pending \$4-million-dollar legislature approved funding.

Dr. Fitzpatrick attended the Court of Honor event in Blackstone on behalf of Eagle Scout Matthew Coppolino. Representative Soter and Board of Selectmen Bik also attended this event.

The Practical Nursing program graduation will take place on January 22, 2020.

Item 13. Items for the Good of the Committee

The monthly compilation of news clippings and correspondence were made available for the School Committee to review. All members were informed that Blackstone Millville Regional High School Band has won the National Championship.

Item 14. Next Regularly Scheduled School Committee Meeting – January 16, 2020

Item 15. Meeting Closure

15.1 The meeting was closed as declared by Chairman Hall.

15.2 On a motion by Mr. Broderick, seconded by Mr. Braza, it was voted to adjourn the meeting at 8:35 p.m.

Listing of Materials Used in the Meeting:

Item 2. Minutes of Regular Meeting of November 14, 2019

Item 3. Treasurer's Report November 30, 2019

Item 8.1. Staff Wellness Fair (12/11/19)

Item 8.2. MSBA Roof Replacement Update

Item 8.4.a. Donation Acceptance 2003 Ford Ranger XLT

Item 8.4.b. Donation Acceptance 2001 Lexus RXS300

Item 8.4.c. Donation Acceptance 2003 Volkswagen Beetle

Item 8.4.d. Donation Acceptance of Metal Fabrication Supplies

Item 8.4.e. Donation Acceptance 2007 Toyota Camry

Item 9.5.a. Request for Field Trip Form (Mount Snow)

Item 9.5.b. Request for Field Trip Form (New York City)

Item 9.5.c. Request for Field Trip Form (New England Institute of Technology)

Item 11.3.a. Financial Donation – Charles River Bank

Item 11.3.b. Financial Donation - bankHometown

Item 11.4. The Link - BVT Parent Newsletter Winter 2019

Item 12.1. Retirement Letter Dated 12/19/19 - David Lewis

Item 12.1. Retirement Letter Dated 12/16/19 - Donald Rivers

Item 12.2. MSBA Correspondence Dated 12/6/19

Item 13. Items for the Good of the Committee

Respectfully submitted by,

Anthony M. Yitts, Secretary