

**ASSABET VALLEY REGIONAL VOCATIONAL  
DISTRICT SCHOOL COMMITTEE**

May 7, 2013

The School Committee met in regular session on the above date in the Conference Room. The meeting was called to order at 7:00 PM by the Chair. Members present were Mr. Valarioti, Ms. Simms George, Mr. George, and Mrs. Ryan. Mrs. Ross and Mr. Denman were absent. Also present were Mrs. Nawrocki, Mr. Collins and Mr. Hollick.

**APPROVAL OF MINUTES**

A motion was made by Mr. Valarioti and seconded by Ms. Simms George to approve the meeting minutes of April 9, 2013 as presented. The motion was passed unanimously.

A motion was made by Ms. Simms George and seconded by Mr. Valarioti to approve the meeting minutes of May 1, 2013 as presented. The motion was passed unanimously.

**BILLS AND PAYROLL:** Warrants were on the table for signatures.

**AUDIENCE**

Mr. Brian Fox, attorney for Murphy, Hesse, Toomey & Lehane, was present along with Mr. Peter Zona, District Treasurer, to answer any questions regarding the proposed OPEB Trust Agreement. Mr. Fox gave an overview of how the trust works and what the responsibilities of the appointed trustees will be.

Mr. Collins made a recommendation that the District School Committee approve the establishment of the OPEB Trust. A motion was made by Mr. Valarioti and seconded by Ms. Simms George to approve the recommendation. The motion was passed unanimously.

A vote to appoint three School Committee members to the Board of Trustees will take place at a future School Committee meeting when all members are present.

**SUPERINTENDENT-DIRECTOR'S REPORT**

Mrs. Nawrocki's mailed report included a Status Report of Assabet's progress on a variety of state mandates. Mrs. Nawrocki walked the committee through each initiative and the status of each.

Mrs. Nawrocki also distributed the Superintendent's rubric and evaluation instrument as prescribed by the DESE. Mrs. Nawrocki reviewed the rubric and evaluation tool with members. Members were asked to complete the evaluation and return it to Mrs. Ryan for compilation of the results and preparation of the final summative document.

**PUBLIC HEARING**

At 7:44 PM, a Public Hearing on School Choice was opened. Members discussed School Choice. A recommendation was made by Mrs. Nawrocki that the District School Committee vote not to participate in the School Choice Program for the 2013-2014 school year, as outlined in the School Reform Law. A motion was made by Mr. Valarioti and seconded by Mr. George to approve the recommendation. The motion was passed unanimously.

At 7:46 PM, the Public Hearing was closed.

**POLICY DEVELOPMENT**

Members conducted a first reading of the proposed 2013-2014 Student Handbook. A motion was made by Mr. Valarioti and seconded by Mr. George to approve the proposed handbook for a first reading. The motion was passed unanimously.

Members conducted a first reading of the job description for Coordinator of Practical Nursing. A motion was made by Mr. George and seconded by Mr. Valarioti to approve the first reading. The motion was passed unanimously.

**ASSISTANT SUPERINTENDENT'S REPORT**

Mr. Collins made a recommendation that the District School Committee approve the proposed rate increase of 2.25% for the FY14 Childcare Program. A motion was made by Mr. George and seconded by Mr. Valarioti to approve the recommendation. The motion was passed unanimously.

**PRINCIPAL'S POST**

Mr. Hollick gave a verbal report on the following:

- A request for approval for an out-of-state travel request for the Class of 2013 to travel to High Meadows in Granby, CT for the annual class trip on May 24, 2013. A motion was made by Ms. Simms George and seconded by Mr. George to approve the request. The motion was passed unanimously.
- SkillsUSA competition was held and students won three gold medals and two silver medals.
- Eighth grade orientation will be held on May 8.
- Eighth grade placement testing will be held on May 11 and May 18.
- The BPA students have left for the competition in Orlando.
- Math MCAS for grade 10 is to be held the week of May 13.
- The FIRST Robotics team visited Intel over April Vacation.
- AV Football players participated in the Rail Trail cleanup.
- On April 27, Principal's Leadership students participated in a fundraising car wash.
- Principal's Leadership students participated in an Earth Day fair.

**PERSONNEL MATTERS**

A recommendation was made by Mrs. Nawrocki that the District School Committee appoint Peter Zona as District Treasurer from July 1, 2013 through June 30, 2014 to serve that term and after until such time as a successor is duly appointed and bonded; and that the District School Committee appoint Elizabeth Manning as Assistant District Treasurer from July 1, 2013 through June 30, 2014, to serve that term and after until such time as a successor is duly appointed and bonded. A motion was made by Mr. Valarioti and seconded by Mr. George to approve the recommendation. The motion was passed unanimously.

**COMMUNICATIONS**

- Letter and attachment from DESE re: Assabet Valley's failure to meet its spending requirement in FY12
- Updates and information memo dated May 7, 2013

**NEW BUSINESS**

Members and Mrs. Nawrocki discussed the process for evaluating the Superintendent. Mrs. Ryan asked that members be sent additional copies of the Superintendent's goals and mid-year goal status to assist in the completion of the evaluation.

**PROGRAM ADVISORY COMMITTEE**

A recommendation was made by Mrs. Nawrocki that the District School Committee appoint Junior Santos to the Automotive Technology Program Advisory Committee and Jacqueline Harris to the Health Technology Program Advisory Committee. A motion was made by Mr. George and seconded by Ms. Simms George to approve the recommendation. The motion was passed unanimously.

At 8:40 PM, a motion was made by Mr. George and seconded by Ms. Simms George to go into Executive Session for the purpose of discussing contract negotiations. The motion was passed unanimously by a roll call vote.

At 8:48 PM, a motion was made by Mr. Valarioti and seconded by Ms. Simms George to go out of Executive Session and return to open session. The motion was passed unanimously by a roll call vote.

A motion was made by Mr. Valarioti and seconded by Mr. George to authorize Mrs. Ryan to sign the Director of Business Operations contract. The motion was passed unanimously.

At 8:51 PM, a motion was made by Mr. George and seconded by Ms. Simms George to adjourn the meeting. The motion was passed unanimously.

The minutes herein were recorded by the Clerk, approved by the Committee and so noted in a subsequent record.

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Joseph A. Valarioti, Secretary

**Accompanying Paperwork – School Committee Meeting of May 7, 2013**

- Meeting Agenda
- Proposed meeting minutes of April 9, 2013
- Proposed meeting minutes of May 1, 2013
- Superintendent's report packet with the Superintendent's Report and Status Report Assabet Valley – State Initiatives October 2012
- Memo from Mrs. Nawrocki re: School Choice
- Proposed changes to the 2013-2014 Student Handbook
- Job description for Coordinator of Practical Nursing
- Fiscal & Operations Update dated May 7, 2013
- Copy of the Retirees' Health Insurance Trust Fund Declaration of Trust
- Proposed Assabet Valley Early Childhood Center Tuition Agreement 2013-2014
- Memos requesting permission for the Senior Class Trip
- Handout from the FIRST Robotics visit to Intel
- Memo from Mrs. Nawrocki re: Appointment of Treasurer and Assistant Treasurer
- Letter and attachment from DESE re: Assabet Valley's failure to meet its spending requirement in FY12
- Updates and information memo dated May 7, 2013