

**ASSABET VALLEY REGIONAL VOCATIONAL
DISTRICT SCHOOL COMMITTEE**

September 18, 2012

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 Ms. Simms George, Mr. Valarioti, Mr. Luoto, Mr. George and Mrs. Ryan. Mr. Denman arrived at 7:05 PM and Mrs. Ross arrived at 7:15 PM. Student members Andrew Morin and Morgan Parmeter were present. Also present were Mrs. Nawrocki, Mr. Collins and Mr. Hollick.

APPROVAL OF MINUTES

A motion was made by Mr. Luoto and seconded by Mr. Valarioti to approve the regular session meeting minutes of August 28, 2012 as presented. The motion was passed unanimously by Mr. Luoto, Mr. Valarioti, Ms. Simms George, Mr. George and Mrs. Ryan.

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

AUDIENCE

Mr. Denman arrived at 7:05 PM.

Marty Shaw, new Facilities Manager, was present to introduce himself and give some of his background information. He also discussed some projects done in the building over the summer and some of the projects that are scheduled during the year. He was thanked and he left the meeting.

The new student representatives introduced themselves and gave their report on the following:

- The opening of school went well.
- Changes have been made in the cafeteria. Students made a request that water be included with the lunch; Mr. Collins will follow up.
- Upcoming senior activities

Mrs. Ross arrived at 7:15 PM.

- Homecoming events have been planned.
- Upcoming fundraisers are being planned by students.
- Staff appreciation events being planned.
- Charity events being planned.
- National Honor Society events upcoming

The students were thanked and they left the meeting.

NEW BUSINESS

Rob McCann, Curriculum Director, was present to give the committee the results of the Grade 10 MCAS testing. Mr. McCann gave a PowerPoint presentation and distributed a hard copy of the presentation. The presentation included the Grade 10 results as well as comparisons with last year's results and a comparison with results within the district. Mrs. Nawrocki also showed the committee the DESE website where MCAS results for the state are listed. Mr. McCann was thanked and he left the meeting.

John Mackenzie, Director of Continuing Education, was present to discuss the launch of the new Continuing Education website. Mr. Mackenzie gave members a demonstration of the website and how it works. Mr. Mackenzie was thanked and he left the meeting.

SUPERINTENDENT-DIRECTOR'S REPORT

Mrs. Nawrocki reviewed the information mailed to members as follows:

- Superintendent's goals for 2012-2013 – A motion was made by Mr. George and seconded by Mr. Luoto to accept the Superintendent's goals. The motion was passed unanimously by Mrs. Ross, Mr. Denman, Ms. Simms George, Mr. George, Mr. Valarioti, Mr. Luoto and Mrs. Ryan.
- Correspondence from the Massachusetts Department of Elementary and Secondary Education notifying Ms. Nawrocki of Assabet Valley's receipt of Level 1 classification for the Preliminary 2012 District and School Accountability and Assistance.
- Copy of a memo from Russ Mangsen to the Vocational/Technical staff outlining procedures for work done for outside customers

POLICY DEVELOPMENT

Members conducted a second reading of the CORI policy. Changes to the policy were suggested and discussed.

Members conducted a first reading of Policy BEDB, Order of Business. A motion was made by Mr. Valarioti and seconded by Mr. George to approve the policy for a first reading. The motion was passed unanimously by Mrs. Ross, Mr. Denman, Ms. Simms George, Mr. George, Mr. Valarioti, Mr. Luoto and Mrs. Ryan.

A first reading of the job description for Library Media Specialist was conducted by members. Members recommended a change to the qualifications for the position. A motion was made by Mr. Luoto and seconded by Mrs. Ross to approve the job description for a first reading. The motion was passed unanimously by Mrs. Ross, Mr. Denman, Ms. Simms George, Mr. George, Mr. Valarioti, Mr. Luoto and Mrs. Ryan.

An addendum to the LPN handbook was presented to members for approval. A motion was made by Mr. Luoto and seconded by Mr. George to approve first reading of the addendum. The

motion was passed unanimously by Mrs. Ross, Mr. Denman, Ms. Simms George, Mr. George, Mr. Valarioti, Mr. Luoto and Mrs. Ryan.

Mrs. Nawrocki distributed a list of updates and information for members' information.

ASSISTANT SUPERINTENDENT'S REPORT

Mr. Collins discussed his mailed report as follows:

- The FY12 audit has been scheduled to take place the first two weeks of October. The results will be presented to the committee at a December or January meeting.
- Discussion of the FY14 budget development & approval timeline through May
- Discussion of planned activities in observance of Assabet Valley's 40th anniversary
- An update of the MSBA project including a proposed check presentation and work being done with the design team

PRINCIPAL'S POST

Mr. Hollick gave a verbal report as follows:

- A cookout for freshmen and their parents was held.
- The Program Advisory kickoff dinner was held.
- The Athletic Hall of Fame dinner will be held on October 2.
- School pictures will take place on September 19 for all students and staff.
- Homecoming activities that will be taking place
- Upcoming recruitment activities that are planned in several of the area communities
- Some sculptures are being planned for placement along the rail trail.
- Representatives from Entwistle have indicated a desire to establish two \$2500 scholarships and are working with the Business Office to put them in place.

Members received in their packets a request from staff member Chuck DuPont to allow 12 students to travel to the New Hampshire Techfest on Saturday, October 13th. A motion was made by Mr. George and seconded by Mrs. Ross to approve the request. The motion was passed unanimously by Mrs. Ross, Mr. Denman, Ms. Simms George, Mr. George, Mr. Valarioti, Mr. Luoto and Mrs. Ryan.

A request was made by staff members that the District School Committee allow students and staff to attend the World Championship Punkin Chunkin competition in Delaware November 1-5, 2012. A motion was made by Mr. George and seconded by Mrs. Ross to authorize the trip, with partial funds to be provided by the school at the discretion of the Superintendent in an amount not to exceed \$4,000; and the balance to be raised by the students. The motion was passed unanimously by Mrs. Ross, Mr. Denman, Ms. Simms George, Mr. George, Mr. Valarioti, Mr. Luoto and Mrs. Ryan.

COMMUNICATIONS

Members received the following in their packets:

- A copy of the Assabet Valley 2012 Fall Sports schedule
- Copy of the World of Welding magazine for Fall 2012, which included an article about work done by Assabet Valley students

OLD BUSINESS

Members received information regarding attendance at the NCPN conference to be held October 17-19, 2012.

Members conducted a second reading of the Remote Participation Policy for School Committee meetings. A motion was made by Ms. Simms George and seconded by Mrs. Ross to approve the policy. The motion was passed unanimously by Mrs. Ross, Mr. Denman, Ms. Simms George, Mr. George, Mr. Valarioti, Mr. Luoto and Mrs. Ryan.

PROGRAM ADVISORY COMMITTEE

A motion was made by Mr. Valarioti and seconded by Mrs. Ross to appoint Scott Ferrecchia to the Precision Machining Program Advisory Committee for a period of four years. The motion was passed unanimously by Mrs. Ross, Mr. Denman, Ms. Simms George, Mr. George, Mr. Valarioti, Mr. Luoto and Mrs. Ryan.

At 9:24 PM, a motion was made by Mr. Valarioti and seconded by Mrs. Ross to go into Executive Session for purposes of discussing strategy with respect to collective bargaining, to approve executive session minutes of a previous meeting, and to discuss a potential lawsuit. The motion was passed by a vote of 7-0. Voting "yea" on the motion were Mrs. Ross, Mr. Denman, Ms. Simms George, Mr. George, Mr. Valarioti, Mr. Luoto and Mrs. Ryan. There were no "nay" votes.

At 10:07 PM, a motion was made by Ms. Simms George and seconded by Mrs. Ross to go out of Executive Session and adjourn the meeting. The motion was passed by a vote of 7-0. Voting "yea" on the motion were Mrs. Ross, Mr. Denman, Ms. Simms George, Mr. George, Mr. Valarioti, Mr. Luoto and Mrs. Ryan. There were no "nay" votes.

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

Joseph A. Valarioti, Secretary