

ASSABET VALLEY REGIONAL VOCATIONAL
DISTRICT SCHOOL COMMITTEE

November 19, 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 Ms. Simms George, Mr. Denman, Ms. Ross, Ms. Sharek and Ms. Ryan. Mr. George arrived at 7:05 PM. Mr. Valarioti was absent. Also present were Mr. Collins, Mr. Luoto and Mr. Hollick.

APPROVAL OF MINUTES

A motion was made by Ms. Simms George and seconded by Ms. Ross to approve the regular session meeting minutes of October 15, 2013, as presented. The motion was passed unanimously.

BILLS AND PAYROLL

A motion was made by Ms. Simms George and seconded by Ms. Ross to approve warrants numbers 8, 9, 10, 1034-1055, 5338-5345 and 1056-1064. The motion was passed unanimously.

Mr. George arrived at 7:05 PM.

STUDENT REPRESENTATIVE REPORT

Student representative Hannah Pollan was present to review her mailed report on recent student activities. Ms. Pollan walked the committee through the list of events, and members asked questions regarding some of the concerns of the students. Ms. Pollan reported that all of the student concerns have been addressed and resolved by the administration.

SUPERINTENDENT-DIRECTOR'S REPORT

Mr. Collins discussed his mailed report to members as follows:

- Superintendent activities – review of some of the activities that he has been working on.
- Renovation Project – Discussion on the progress of the project including completion of Phase 3 and preparation of Phase 4 of the project. Members also received a copy of the OPM report for the month of October 2013.
- Worcester Business Journal 40th Anniversary Publication – the publication has been completed and members should receive a copy soon.

BUDGET

Members received a memo from Mr. Collins in their mailed packets re: Staffing Increase Recommendation in FY15 Budget Plan. Mr. Hollick discussed the need for staffing increases in each of the areas outlined in his recommendation memo, also received by members in their packets.

Mr. Mangsen was also present to discuss the status of Technical Programs as outlined in his memo to School Committee members dated November 19, 2013, re: Status of Technical Programs.

DIRECTOR OF BUSINESS OPERATIONS REPORT/BUDGET

Mr. Luoto discussed his mailed report as follows:

- 2014 Retiree Health Insurance Plans – Members received a hard copy of a PowerPoint presentation entitled, Senior Healthcare Plans. Mr. Luoto walked committee members through

the options available. A motion was made by Mr. George and seconded by Ms. Ross to approve the rates as outlined and endorsed by the Insurance Advisory Committee at their meeting on October 22, 2013. The motion was passed unanimously.

- OPEB Trust – Mr. Luoto discussed the need to appoint a Board of Trustees of nine members as stated in the OPEB Declaration of Trust. A member recommendation was included in Mr. Luoto's memo for a term of three years, effective immediately. A motion was made by Mr. George and seconded by Ms. Ross to approve the member recommendation as presented. The motion was passed unanimously.
- Security Follow-up – Mr. Luoto gave a follow-up report on his building/facility security analysis. Ms. Ryan also noted that she would like student identification cards to be part of the building security plan in the future.

PRINCIPAL'S POST

Mr. Hollick discussed his mailed report as follows:

- Career Pathway Inventory – Members received a copy of the Career Pathway for each technical program. Mr. Hollick noted that posters depicting the pathways are on display in each program's area during Admissions Night.
- Overnight Travel Request – A request for overnight travel was made by Cindy Zomar, on behalf of the FIRST Robotics Team to attend a competition in Worcester, MA in March, and to potentially attend a second competition at Northeastern University if the team advances. A motion was made by Mr. George and seconded by Ms. Ross to authorize the Principal to approve up to two overnight trips for the FIRST Robotics Team. The motion was passed unanimously.

COMMUNICATIONS

Members received the following in their packets:

- Tomorrow's Tech 2013 School of the Year Finalist Flyer
- Quarterly Report of the Assabet Valley Collaborative dated October 2013
- Mr. Denman gave a brief overview of the delegate voting session at the MASC/MASS Joint Conference.

OLD BUSINESS

Members discussed NSBA Conference registration.

PROGRAM ADVISORY COMMITTEE

A recommendation was made by Mr. Collins that the District School Committee appoint Jim Lenhart to the Plumbing Program Advisory Committee for a period of four years; and Marcelo Donascimento to the Health Technologies Program Advisory Committee for a period of four years. A motion was made by Ms. Simms George and seconded by Ms. Sharek to approve the recommendation. The motion was passed unanimously.

POLICY DEVELOPMENT

Members received a copy of the Post-Secondary and Post-Graduate admissions and tuition policies. Mr. Collins discussed the policies and how the LPN budget works. Discussion followed regarding whether the program should become self-sustaining. Member consensus was that the program should stay as is

through the FY15 budget process, and that the administration should develop a spend-down plan to bring back to the committee.

At 9:35 PM, a motion was made by Ms. Ryan and seconded by Ms. Sharek to go into Executive Session to discuss strategy with respect to collective bargaining or litigation. The motion was passed unanimously by a roll call vote. It was noted that the committee would not be returning to regular session.

At 9:50 PM, a motion was made by Mr. George and seconded by Ms. Sharek to go out of Executive Session and 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.

Joseph A. Valarioti, Secretary

Accompanying Paperwork – School Committee Meeting of November 19, 2013

Meeting agenda dated November 19, 2013

Proposed meeting minutes of October 15, 2013

Memos, re: Warrant dated November 19, 2013 for warrant numbers 8, 9, 10, 1034-1055, 5338-5345 and 1056-1064

Student representative report by Jocelyn Orangio and Hannah Pollan

Memo to the School Committee from Patrick Collins dated November 12, 2013

OPM Progress Report dated October 31, 2013

Memo to the School Committee from Mr. Collins dated November 13, 2013, re: Staffing Increase Recommendation in FY15 Budget Plan

Memo to the School Committee from Mr. Hollick dated October 28, 2013, re: Recommendation for New Staff for FY15 Budget

Memo to School Committee members from Mr. Mangsen dated November 19, 2013, re: Status of Technical Programs

Memo to the School Committee from Mr. Luoto dated November 19, 2013, re: Fiscal & Operations Update

Handout: PowerPoint hard copy entitled, Senior Healthcare Plans November 19, 2013

Copy of the Assabet Valley Regional Vocational School District Retirees' Health Insurance Trust Fund Declaration of Trust

A memo to the School Committee from Mr. Hollick dated November 19, 2013, re: Principal's Report

Copies of each Technical Program's Career Pathway Inventory

Copy of a memo from Cindy Zomar to Mr. Hollick

Tomorrow's Tech 2013 School of the Year flyer

Assabet Valley Collaborative FY14 Quarterly Report to Member School Committees

NSBA registration form

Flight information for members attending the NSBA conference

MASC/MASS Joint Conference 2013 attendance information

Memo from Mr. Collins to School Committee Members dated November 19, 2013, re: Program Advisory Committee

Applications and recommendations for Jim Lenhart and Marcelo Donascimento

Memo from Mr. Collins to the School Committee dated November 18, 2013 re: Recommendation on School Committee Policy

Post-Secondary and Post-Graduate Policy

Proposed Executive Session meeting minutes of October 1, 2013