

ASSABET VALLEY REGIONAL VOCATIONAL
DISTRICT SCHOOL COMMITTEE

December 3, 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, Ms. Ross, Ms. Sharek, Mr. George, Mr. Valarioti and Ms. Ryan. Mr. Denman arrived at 7:10 PM. Also present were Mr. Collins, Mr. Luoto and Mr. Hollick.

APPROVAL OF MINUTES

A motion was made by Mr. Valarioti and seconded by Ms. Simms George to approve the regular session meeting minutes of November 19, 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 warrant numbers 11, 1069, 5346, 5347, 1065-1068 and 1070-1073. The motion was passed unanimously.

STUDENT REPRESENTATIVE REPORT

Student Representative Hannah Pollan submitted her report as prepared by herself and Jocelyn Orangio. Hannah walked members through her prepared report.

SUPERINTENDENT-DIRECTOR'S REPORT

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

- Statewide Applicant Fingerprint Identification System (SAFIS) – A new state law has been passed requiring all prospective and current school employees to undergo fingerprinting. Members discussed the process and the costs involved.
- Renovation Project – Members received an update on the current state of the renovation project.
- Athletic Field Improvement Study – The study is ongoing and members can expect an update in January or February.

BUDGET

Mr. Rob McCann, Academic Director, was present to discuss the budget and Academic Programs. Mr. McCann gave a PowerPoint presentation review of the status of Academic Programs. Members received a hard copy of the presentation in their packets. Mr. McCann was thanked and he left the meeting.

Mr. Luoto gave an overview report of the FY15 Employee Insurances budget. Members received a copy of the presentation in their packets.

DIRECTOR OF BUSINESS OPERATIONS REPORT

Mr. Luoto discussed his mailed report as follows:

- LPN Spending Plan – Discussion of the proposed plan to spend down the FY14 Ending Fund balance.

- A motion was made by Mr. George and seconded by Ms. Simms George to set the Preliminary Day Operating and Maintenance Budget in the amount of \$18,400,000, reflecting the changes presented to members during the meeting. Voting 'yea' on the motion were Mr. George, Mr. Valarioti, Ms. Sharek, Ms. Simms George, Mr. Denman, Ms. Ross and Ms. Ryan. There were no 'nay' votes.

PRINCIPAL'S POST

Mr. Hollick discussed his mailed report as follows:

- Project Lead the Way – Assabet Valley's program recently received a five-year re-certification after an on-site visit was conducted on November 21, 2013.
- Physical Education Program – The administrative team, teachers, and physical education staff are working to develop and implement a program to increase required physical education participation in grades 11 and 12 for the 2014-2015 school year. A formal policy change will be presented to the committee at a future meeting.
- Two World of Welding magazines with articles written by Metal Fabrication instructors and photos of projects by students in the program were included in members' packets

COMMUNICATIONS

- Copy of the Worcester Business Journal insert, Celebrating 40 Years
- Letter to Mr. Ron Ernenwein from Mr. Collins thanking him for sponsoring the 40th Anniversary Celebration booklet, along with a list of all sponsors who received the letter
- Pamphlet, 40 Reasons to Love Assabet Valley

NEW BUSINESS

A recommendation was made by Mr. Collins that the District School Committee recognize a vacancy and authorize the administration to post, advertise and fill the position of Athletic Trainer. A motion was made by Ms. Simms George and seconded by Ms. Ross to approve the recommendation. The motion was passed unanimously. Members requested that the job description be brought to the next meeting for review.

Members received a copy of an invoice as requested by Ms. Ryan so she can reimburse the district for funds paid for MASS/MASC Joint Conference activities that she was unable to attend. Members discussed creating a policy to address this topic in the future.

A motion was made by Mr. Valarioti and seconded by Ms. Sharek to cancel the School Committee meeting scheduled for December 17, 2013. 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 December 3, 2013

Meeting agenda dated December 3, 2013

Proposed meeting minutes of November 19, 2013

Memo from Mr. Collins to the School Committee dated December 3, 2013 recommending approval of warrants 11, 1069, 5346, 5347

Memo from Mr. Collins to the School Committee dated December 3, 2013 recommending approval of warrants 1065-1068 and 1070-1073

Student report dated December 2

Memo from Mr. Collins to School Committee members dated November 26, 2013 re: Superintendent's Report for December 3, 2013 meeting

Copy of PowerPoint presentation re: Academic Program Update

Copy of PowerPoint presentation re: FY15 Employee Insurances Budget

Memo to School Committee from Mr. Luoto dated December 3, 2013 re: Fiscal & Operations Update

Budget page entitled, FY14 LPN Projected Revenues and Expenses

Budget page entitled, FY15 LPN Projected Revenues and Expenses

Budget page entitled, FY16 LPN Projected Revenues and Expenses

Spreadsheet reflecting LPN FY15 expenses

Memo to the School Committee from Mr. Hollick dated November 25, 2013 re: Principal's Report – December 3, 2013

Copy of Engineering and Biomedical Sciences: Certification Document 9: Visit Reporting Document

Excerpt from the Program of Studies outlining the Engineering programs offered

Copies of The World of Welding, Winter 2013/14 and Fall 2013

Copy of Celebrating 40 Years insert

Exhibit Night 2013 Program

Copy of Letter to Ron Ernenwein from Mr. Collins dated November 27, 2013, along with a list of all sponsors who received the letter

Copy of 40 Reasons to Love Assabet Valley pamphlet

Memo from Mr. Collins to School Committee members dated December 3, 2013 re: Posting of Vacancy

Assabet Valley Regional Vocational School District Invoice to Lynn Ryan dated November 21, 2013