

**ASSABET VALLEY REGIONAL VOCATIONAL
DISTRICT SCHOOL COMMITTEE**

March 18, 2014

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. George, Mrs. Sharek and Ms. Ryan. Mr. Denman and Mr. Valarioti were absent. Ms. Ross arrived at 7:05 PM. 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. Sharek to approve the regular session meeting minutes of March 4, 2014, as presented. The motion was passed unanimously.

BILLS AND PAYROLL

A motion was made by Ms. Simms George and seconded by Mr. George to approve warrant numbers 1117-1120 and 5365-5367 and 19. The motion was passed unanimously.

AUDIENCE

Mr. Dick Swanson from the auditing firm hired by the district was present to give an overview of the FY13 audit report. Treasurer Peter Zona and Assistant Treasurer Betsy Manning were also present to answer any questions.

Ms. Ross arrived at 7:05 PM.

Mr. Swanson walked members through highlights of the audit. Members asked that a management letter be created to accompany the report.

A motion was made by Ms. Sharek and seconded by Mr. George to accept the auditor's report with the addition of a management letter and correction to page 23. The motion was passed unanimously.

STUDENT REPRESENTATIVE REPORT

Student representatives were not present at the meeting, but they submitted a report that Mr. Hollick reviewed with members.

POLICY DEVELOPMENT

Members conducted a second reading of Policy JFABA, Tuition and Fees. A motion was made by Ms. Simms George and seconded by Mr. George to approve the policy. The motion was passed unanimously. Ms. Ryan asked that a final copy be provided to members for their policy books.

DIRECTOR OF BUSINESS OPERATIONS REPORT

Mr. Luoto discussed his mailed report as follows:

- FY13 Audit copies will be mailed to all member towns.

- Members reviewed the rate proposal from Blue Cross/Blue Shield for health/dental insurance rates for FY15 as recommended by the Insurance Advisory Committee. A motion was made by Ms. Simms George and seconded by Ms. Sharek to accept Blue Cross/Blue Shield as the sole FY15 health care provider for active employees with rates as outlined in the enclosure. The motion was passed unanimously.

PRINCIPAL'S POST

Mr. Hollick discussed his mailed report as follows:

- Physical Education Program – review of a plan to incorporate required physical education for students in grades 11 and 12.
- In-State Travel/Overnight Stay Request – Discussion followed regarding a request for in-state overnight travel for the Skills USA students for April 30 through May 3, 2014. A motion was made by Ms. Sharek and seconded by Ms. Ross to approve the request. The motion was passed unanimously.

COMMUNICATIONS

- Letter to Mr. Collins, Mr. Hollick and Mr. Mangsen from Fay Butler Fab/Metal Shaping thanking the administration for their support of the school and the Metal Fab program
- Copy of an article from the Marlborough Patch regarding the Assabet bowling teams
- Article written by Neil Mansfield from the Spring 2014 World of Welding magazine
- Spring 2014 World of Welding magazine
- Copy of letter to cable access managers sent by Mr. Collins to accompany the DVD entitled “Superintendent’s Forum: An Update on Assabet Valley Regional Technical High School” to be shown on sending community cable stations
- Ms. Ryan notified members of upcoming MASC Division IV meetings.
- Ms. Ryan gave an update on the MARS legislative breakfast.

PROGRAM ADVISORY COMMITTEE

A motion was made by Mr. George and seconded by Ms. Simms George to appoint Joanna Sickles to the Design & Visual Communications Program Advisory Committee for a period of four years. The motion was passed unanimously.

At 7:50 PM, a motion was made by Ms. Sharek and seconded by Ms. Simms George to go into Executive Session for purposes of discussing matters pertaining to Collective Bargaining. It was noted the Committee would not be returning to regular session. The motion was passed unanimously by a roll call vote.

At 8:32 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 by a roll call vote.

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

Accompanying Paperwork – School Committee Meeting of March 18, 2014

- Meeting agenda dated March 18, 2014
- Proposed meeting minutes dated March 4, 2014
- Memos from Mr. Collins to the School Committee dated March 18 recommending approval of warrants 1117-1120, 5365-5367 and 19
- Student report
- Memo from Mr. Collins to the School Committee dated March 12, 2014
- Copy of draft policy JFABA, Tuition and Fees
- Memo from Mr. Luoto to the School Committee dated March 18, 2014, re: Fiscal & Operations Update – March 18, 2014
- FY15 Insurance Coverages and Rates Effective July 1, 2014 table
- Memo to the School Committee from Mr. Hollick dated March 10, 2014, re: Principal's Report – March 18, 2014
- Report entitled, Physical Education – 4 Year Requirement
- Spreadsheet entitled, 2014-2015 Physical Educations schedule for Tech Programs
- Letter to School Committee members from Mr. Hollick dated March 10, 2014 requesting approval for overnight stays for the State Skills USA competition
- Letter to the School Committee from Mr. Bruce Long and Ms. Kerri Baltramaitis, Skills USA Advisors, dated March 7, 2014
- Letter to Mr. Collins, Mr. Hollick and Mr. Mangsen from Fay Butler Fab/Metal Shaping, dated March 4, 2014
- Copy of an article from the Marlborough Patch
- Article written by Mr. Neil Mansfield from the Spring 2014 World of Welding magazine
- Spring 2014 World of Welding magazine
- Letter to Mr. Bill Anderson from Mr. Collins dated March 11, 2014
- Memo to the School Committee from Mr. Collins dated March 18, 2014, re: Program Advisory Committee
- Copy of a recommendation from Mr. Mangsen for Ms. Joanna Sickles
- Letter of Intent from Ms. Joanna Sickles
- Recommendation to the Lead Teacher from the Vocational Office for Ms. Joanna Sickles
- Copy of proposed Executive Session meeting minutes of March 4, 2014