

**ASSABET VALLEY REGIONAL VOCATIONAL
DISTRICT SCHOOL COMMITTEE**

April 1, 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, Mr. Valarioti, Ms. Ross and Ms. Ryan. Mr. Denman was absent. Also present were Mr. Collins, Mr. Luoto and Mr. Hollick.

BILLS AND PAYROLL

A motion was made by Ms. Sharek and seconded by Ms. Simms George to approve warrants #1124-1127, #1121-1123, 5368, 5369 and 20. The motion was passed unanimously.

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 18, 2014, as presented. The motion was passed unanimously.

AUDIENCE

Mr. Rob McCann was present to give a report on the recent senior class trip to Costa Rica. Student Wyatt Doyle, who went on the trip, was also present to discuss the experience. Mr. McCann shared the website chronicling the trip. Members received in their packets a PowerPoint page which shared the link to the website.

Mr. McCann next reviewed his PowerPoint presentation regarding the Engineering Academy pilot program for 2014-2015. Members received a copy of the presentation in their packets.

STUDENT REPRESENTATIVE REPORT

Student member Jocelyn Orangio was present to review the student representative report. Members received a hard copy of the report.

SUPERINTENDENT-DIRECTOR'S REPORT

Mr. Collins discussed his mailed report as follows:

- A request was made on behalf of the JROTC Club for an overnight field trip for a Saturday evening during the month of June 2014 to sleep over on the USS Constitution for approximately 15 Assabet JROTC students. A motion was made by Mr. George and seconded by Ms. Ross to approve the request. The motion was passed unanimously.
- Superintendent's Evaluation Process – members discussed the process and the timeline for completion.
- Entry Report Findings – members reviewed Mr. Collins' PowerPoint presentation, "Superintendent's Entry Plan Findings Report." Members also received the full report to review.

POLICY DEVELOPMENT

Members received the final, approved copy of Policy JFABA, Tuition and Fees, to add to their policy manuals.

DIRECTOR OF BUSINESS OPERATIONS REPORT

Mr. Luoto discussed his mailed report as follows:

- A recommendation was made by the administration that the District School Committee vote not to increase FY15 school lunch rates. A motion was made by Mr. George and seconded by Ms. Sharek to approve the recommendation. The motion was passed unanimously.
- The administration made a recommendation that the Childcare Program rates for FY15 not increase from the FY14 rates. A motion was made by Ms. Sharek and seconded by Ms. Simms George to approve the recommendation. The motion was passed unanimously.

PRINCIPAL'S POST

Mr. Hollick discussed his mailed report as follows:

- Technology equipment update – Members received a report of all the equipment that is being utilized in the building by students and staff, as requested at a previous meeting.
- Assabet Valley has been selected as the recipient of the Joshua Boger Innovative School of the Year Award from MassBioEd.
- Out-Of-State Overnight Travel Requests – The Business Professionals of America students and advisors have requested permission to travel to the National Leadership conference in Indianapolis, Indiana from April 29-May 4, 2014. A motion was made by Ms. Simms George and seconded by Ms. Ross to approve the request. The motion was passed unanimously.
- The Class of 2014 advisor has requested permission for the senior class to travel to High Meadows in Granby, CT on May 23, 2014 for the senior class trip. A motion was made by Ms. Simms George and seconded by Mr. George to approve the requested. The motion was passed unanimously.
- A request was made to allow State Scholar students to travel out of state to Franklin Pierce University as part of the 2014 State Scholar College Road Trip for State Scholar juniors. A motion was made by Ms. Sharek and seconded by Mr. George to approve the request. The motion was passed unanimously.
- The musical, Little Mermaid, will be presented on April 3rd, 4th, and 5th, and members were encouraged to attend.

COMMUNICATIONS

- Letter to Mr. Collins from Sarah Varghese, Nursing Education Coordinator, for The Commonwealth of Massachusetts informing him of the Full Approval status of the LPN program
- OPM report dated February 28, 2014
- Charting the Course flyer from MASC
- Scholarship application for the MASC Past Presidents' Scholarship
- MASC member forms for 2014
- Mr. Collins gave a town meeting update.

NEW BUSINESS

Members received registration information for Day on the Hill scheduled for April 29, 2014. Members should contact Joan if they plan to attend.

Mr. Collins made a recommendation that the District School Committee cancel the April 15, 2014 School Committee meeting. A motion was made by Ms. Simms George and seconded by Mr. George to approve the recommendation. The motion was passed unanimously.

Mr. Collins informed the Committee of a request made by a staff member for an unpaid leave of absence for the 2014-2015 school year. Mr. Collins noted that he would approve the request based on positive input and support from the administrative team. A motion was made by Mr. Valarioti and seconded by Ms. Ross to concur with Mr. Collins' approval of the request. The motion was approved unanimously.

Ms. Ryan suggested Mr. Collins check on contract language regarding an employee's status upon returning from an unpaid leave of absence.

PROGRAM ADVISORY COMMITTEE

A recommendation was made by Mr. Collins that the District School Committee appoint Maria Pappas to the Design & Visual Communications Program Advisory Committee for a period of four years. A motion was made by Mr. George and seconded by Ms. Ross to approve the recommendation. The motion was passed unanimously.

At 9:20 PM, a motion was made by Ms. Simms George and seconded by Ms. Sharek to go into Executive Session for purposes of discussing matters pertaining to Collective Bargaining. The motion was passed unanimously by a roll call vote.

At 9:30 PM, a motion was made by Mr. Valarioti and seconded by Mr. George 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.

Joseph A. Valarioti, Secretary

Accompanying Paperwork – School Committee Meeting of March 4, 2014

- Meeting agenda dated April 1, 2014
- Proposed meeting minutes dated March 18, 2014
- Memos from Mr. Collins to the School Committee dated recommending approval of warrants 1124-1127, #1121-1123, 5368, 5369 and 20
- PowerPoint hard copy: April 1st, 2014 Presentations for School Committee: 1) Costa Rica Senior Class Trip Review, 2) The Engineering Academy at Assabet Valley – Pilot 2014-2015
- Student report
- Memo from Mr. Collins dated April 1, 2014
- Evaluation timetable
- USS Constitution Pamphlet copy
- Packet: The Massachusetts Model System for Educator Evaluation
- Copy of a PowerPoint presentation: Superintendent's Entry Plan Findings Report
- Superintendent's Entry Plan Findings Report
- School Committee Policy JFABA Tuition and Fees
- Memo from Kris Luoto to the School Committee dated March 27, 2014 re: Fiscal & Operations Update – April 1, 2014
- FY15 Food Service Budget
- FY15 Food Service Rates
- Early Childhood Center Tuition Agreement 2013-2014
- Childcare Program: Fiscal Overview
- FY15 Childcare Rates
- Memo from Mr. Hollick to the School Committee dated March 24, 2014 re: Principal's Report – April 1, 2014
- Letter from Mr. Hollick to School Committee members dated March 21, 2014
- Memo to the School Committee from Mary Miller, BPA Advisor dated 3/21/2014, re BPA – National Leadership Conference
- Letter to the School Committee from Mr. Hollick dated March 25, 2014
- Letter to the School Committee from Lou Trudeau, Class of 2014 Advisor, dated March 25, 2014, re: Out-of-state travel to Connecticut
- Letter from Maki Faria dated April 1, 2014
- Letter from the Commonwealth of Massachusetts, Division of Health Professions Licensure to Mr. Collins dated March 14, 2014
- OPM Progress Report as of 2/28/2014
- Charting the Course flyer
- Massachusetts Association of School Committees Past Presidents' Scholarship – Application for 2014 Award
- MASC member forms for 2014
- MASC Day on the Hill 2014 Registration information
- Memo from Mr. Collins to the School Committee dated March 24, 2014 re: Unpaid Leave of Absence Request for 2014-2015
- Copy of an email to Mr. Collins from Mary Foley dated March 5, 2014
- Memo from Mr. Collins to the School Committee dated April 1, 2014 re: Program Advisory Committee
- Memo to Mr. Collins from Mr. Mangsen dated March 25, 2014 re: Recommendation of a candidate to the Design and Visual Program Advisory Committee
- Letter of intent from Maria Pappas
- Recommendation of candidate to the Program Advisory Committee
- Proposed Executive Session Meeting minutes of March 18, 2014