

**ASSABET VALLEY REGIONAL VOCATIONAL  
DISTRICT SCHOOL COMMITTEE**

May 7, 2014

The School Committee met in regular session on the above date in the Conference Room. The meeting was called to order at 7:50 PM by the Chair. Members present were Ms. Simms George, Mr. George, Mrs. Sharek, Mr. Valarioti, Mr. Denman, Ms. Ross and Ms. Ryan. 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 April 1, 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 1132-1146, 1148-1158, 5370-5374, 21 and 22. The motion was passed unanimously.

**AUDIENCE**

Russ Mangsen, Director of Technical Programs, and members of the General Advisory Committee were at the meeting to present the End-of-Year Report that was distributed at meeting. Mr. Mangsen gave an overview of the report for committee members.

Carolyn Madzar, Director of Continuing Education, was present to give an update on the Continuing Education Program. A report was included in members' packets. Ms. Madzar discussed the program's history and the direction of the future.

**SUPERINTENDENT-DIRECTOR'S REPORT**

Mr. Collins discussed his mailed report as follows:

Athletic Fields Master Plan – Financial Feasibility – Mr. Collins made a recommendation that the District School Committee vote to allocate up to \$75,000 from the Out-of-District Revolving Fund for the Engineering Contract for Phase I (Improvements to Baseball Field, Softball Field and Replacement of Tennis Courts) of the Athletic Fields Master Plan. A motion was made by Mr. George and seconded by Ms. Sharek to approve the recommendation. The motion was passed unanimously.

**POLICY DEVELOPMENT**

Members reviewed proposed changes to the proposed 2014-2015 LPN Handbook. A motion was made by Ms. Simms George and seconded by Mr. Valarioti to approve the handbook. The motion was passed unanimously.

**DIRECTOR OF BUSINESS OPERATIONS REPORT**

Mr. Luoto discussed his mailed report as follows:

Audit Services FY14 – Mr. Luoto notified the Committee that after careful review, the District has chosen Scanlon & Associates for services for FY14. Members requested that representatives from the firm come to a future meeting to give a presentation. Mr. Luoto will follow up.

## PRINCIPAL'S POST

Mr. Hollick discussed his mailed report as follows:

- TELL MASS Survey – Mr. Hollick discussed the 2014 survey results along with comparisons with 2012 results and comparisons with other Massachusetts schools.
- Members also received MCAS testing results as requested at a previous meeting.

## PUBLIC HEARING

Members discussed participation in School Choice. A recommendation was made by Mr. Collins that the District School Committee vote not to participate in the School Choice Program for the 2014-2015 school year, as outlined in the School Reform Law. A motion was made by Mr. Valarioti and seconded by Ms. Simms George to approve the recommendation. The motion was passed unanimously.

## COMMUNICATIONS

Members received the following communications in their mailed packets:

- 2014 Spring Sports Schedule
- Letter from Mr. Collins to Mr. Tim Novak, Westborough Community Access Television to accompany the DVD containing the third episode of the television show, "Superintendent's Forum: An Update on Assabet Valley Regional Technical High School"
- Senior Class Dates list
- Letter from Massachusetts Farm Bureau Federation, Inc. to Margo Wilson thanking the Culinary Arts Department for participation in the Agricultural Day at the State House event on March 26, 2014
- Letter from the Massachusetts Department of Elementary and Secondary Education to Mr. Collins notifying the district that it did not meet its spending requirement in FY13 – Members discussed school spending going forward.
- Mass Bio Annual Meeting Agenda, AV's winning of the Joshua Boger School of the Year Award
- OPM Progress Report dated March 31, 2014

At 9:40 PM, Mr. Valarioti left the meeting.

## NEW BUSINESS

A recommendation was made by Mr. Collins that the District School Committee approve the Assabet Valley Collaborative Capital Project Reserve Fund submitted in the amount of \$722,500 and preliminary funding for it in the amount of \$25,000 as part of the FY15 budget. A motion was made by Ms. Simms George and seconded by Ms. Ross to approve the recommendation. The motion was passed unanimously.

## OLD BUSINESS

Mr. Collins asked that members give a mailing address preference for future MASC mailings. Mr. Collins noted each member's preference and will inform Joan Brown so that the MASC can make the corrections.

Ms. Ross distributed a written report of her experience at the recent conference she attended.

At 9:50 PM, a motion was made by Ms. Ross and seconded by Ms. Sharek to 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.

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Joseph A. Valarioti, Secretary

**Accompanying Paperwork – School Committee Meeting of May 7, 2014**

- Meeting agenda dated May 7, 2014
- Proposed meeting minutes of April 1, 2014
- Memos from Mr. Collins to the School Committee dated March 18 recommending approval of warrant numbers 1132-1146, 1148-1158, 5370-5374, 21 and 22
- General Advisory Committee End of Year Report dated May 7, 2014
- FY14 Continuing Education Annual Report to School Committee
- Memo from Mr. Collins to School Committee dated April 22, 2014
- Milestone Schedule for Athletic Facilities Renovations – Ball Fields and Tennis Facility
- Proposed 2014-2015 LPN Student Handbook
- Memo to the School Committee re: Fiscal & Operations Update – May 7, 2014
- Memo to the School Committee re: Principal’s Report – May 7, 2014
- TELL Mass Survey, Assabet 2014 vs. Assabet 2012
- TELL Mass Survey, Assabet 2014 vs. Massachusetts
- MCAS results for 2011, 2012 and 2013
- Memo from Mr. Collins to the School Committee dated May 7, 2014 re: School Choice
- 2014 Spring Sports Schedule
- Letter from Mr. Collins to Mr. Tim Novak, Westborough Community Access Television to accompany the DVD containing the third episode of the television show, “Superintendent’s Forum: An Update on Assabet Valley Regional Technical High School”
- Senior Class Dates list
- Letter from Massachusetts Farm Bureau Federation, Inc. to Margo Wilson thanking the Culinary Arts Department for participation in the Agricultural Day at the State House event on March 26, 2014
- Letter from the Massachusetts Department of Elementary and Secondary Education to Mr. Collins notifying the district that it did not meet its spending requirement in FY13 – members discussed school spending going forward
- Mass Bio Annual Meeting Agenda, AV’s winning of the Joshua Boger School of the Year Award
- OPM Progress Report dated March 31, 2014
- Memo to the School Committee from Mr. Collins dated May 7, 2014 re: Assabet Valley Collaborative Capital Project Reserve Fund
- Memo to the School Committee from Joan Brown dated May 7, 2014 re: MASC Mailings