

ASSABET VALLEY REGIONAL VOCATIONAL
DISTRICT SCHOOL COMMITTEE

September 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, Mr. Valarioti, Mrs. Ross, Mr. Denman and Mrs. Ryan. Mr. George arrived at 8:10 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 July 30, 2013, as presented. The motion was passed by a vote of 4-0. Mrs. Ross abstained due to her absence from the July 30 meeting.

A motion was made by Mr. Valarioti and seconded by Ms. Simms George to approve and retain in the restricted file the Executive Session meeting minutes of July 30 2013, as presented. The motion was passed by a vote of 4-0. Mrs. Ross abstained due to her absence from the July 30 meeting.

BILLS AND PAYROLL

A motion was made by Ms. Simms George and seconded by Mr. Valarioti to approve warrants on the table as listed on the agenda. The motion was passed unanimously.

SUPERINTENDENT-DIRECTOR'S REPORT

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

- Plans for Assabet Valley's 40th Anniversary starting with a celebratory cake at the September 17, 2013 Program Advisory Dinner. School Committee members were encouraged to attend the dinner and celebration.
- Superintendent Entry Plan developed as the result of Mr. Collins' participation in the New Superintendent Induction Program – The plan was included for member review.
- Members received a copy of the Model Evaluation Process for Superintendents in their mailed packets – Mr. Collins will have his goals ready for the next meeting.
- An update of the Renovation Project was discussed including the phases completed, the current phase and expectations as the project continues.
- ACTE Conference Registration – members discussed whether conference attendance would be beneficial. A motion was made by Mrs. Ross and seconded by Ms. Simms George to forgo attendance at the 2013 ACTE Conference. The motion was passed by a vote of 4-1. Mrs. Ryan was opposed.

POLICY DEVELOPMENT

Members conducted a second reading of the job description for Assistant Principal/Dean of Students. A motion was made by Mrs. Ross and seconded by Ms. Simms George to approve the job description. The motion was passed unanimously.

DIRECTOR OF BUSINESS OPERATIONS REPORT

Mr. Luoto discussed his mailed report as follows:

- The schedule for the district's FY13 annual audit was reviewed. The audit will take place in the same timeframe as previous years.
- The bus routes have been updated and posted.
- Status of FY13 closeout
- Status of his transition to his new position
- Renovation update – The subcommittee team has been meeting daily to prepare for school opening.
- Professional Development update – He has enrolled in a certificate program with MASBO and Worcester State in which he will earn a certificate and 15 advanced degree credits towards Worcester State's Masters in Education degree.

PRINCIPAL'S POST

Mr. Hollick discussed his mailed report as follows:

- School goals for 2013-2014 – Goals aligned with the New Teacher Evaluation System were mailed in members' packets for review.
- Teacher Evaluation System – The second year of implementation of the New Teacher Evaluation System has begun.
- A list of new teaching and support staff hired was included in member packets; he noted that the process is ongoing for the remaining openings.
- A new, professional video that will be used for the purpose of public relations and recruitment of future students was shown to the School Committee.

Mr. George arrived at 8:10 pm.

NEW BUSINESS

A motion was made by Mrs. Ross and seconded by Mr. George to appoint Mr. Denman as the voting delegate and Mrs. Ryan as the alternate at the MASS/MASC Joint Conference. The motion was passed unanimously.

PERSONNEL MATTERS

Mr. Hollick informed members of two resignations received over the summer.

A motion was made by Ms. Simms George and seconded by Mrs. Ross to authorize the administration to post, advertise and fill the position of Special Needs Secretary. The motion was passed unanimously.

At 8:55 PM, a motion was made by Mr. Valarioti and seconded by Mr. George to go into Executive Session for purposes of discussing strategy with respect to collective bargaining or litigation; to consider the purchase, exchange, lease or value of real property; and to discuss the deployment of security personnel or devices or strategies with respect thereto. The motion was passed unanimously. It was noted that the committee would not be returning to regular session.

At 9:05 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.

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 September 3, 2013

Meeting agenda

Proposed regular session meeting minutes of July 30, 2013

Proposed Executive Session meeting minutes of July 30, 2013

Memo to the School Committee from Mr. Collins dated August 23, 2013

Memo to the School Committee from Mr. Collins dated August 20, 2013, re: Superintendent Entry Plan

Copy of Model Evaluation Process for Superintendents

Proposed travel information for the ACTE Conference Information

Copy of job description for the Assistant Principal/Dean of Students

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

Memo to the School Committee from Mr. Hollick dated August 27, 2013, re: Principal's Report