

**ASSABET VALLEY REGIONAL VOCATIONAL  
DISTRICT SCHOOL COMMITTEE**

January 5, 2016

The School Committee met in regular session on the above date in the Conference Room. The meeting was called to order at 6:30 PM. Members present were Ms. Ross, Mr. Charbonneau, Ms. Simms George, Ms. Ayers and Ms. Ryan. Mr. George arrived at 7:00 PM. Mr. Denman was absent. Also present were Mr. Houle, Mr. Hollick and Mr. Luoto.

**APPROVAL OF MINUTES**

A motion was made by Ms. Simms George and seconded by Ms. Ayers to approve the minutes of December 22, 2015 as presented. The motion was passed unanimously.

**BILLS AND PAYROLL**

A motion was made by Ms. Simms George and seconded by Ms. Ayers to approve Warrant Nos. 17, 1061-1065, 1067-1068, 5480-5482. The motion was passed unanimously.

**AUDIENCE**

Gunner Mann was present to give a PowerPoint presentation overview of the JROTC program including projected enrollment and manpower needs going forward. Items that the program would like to see for the future, events that have been completed over the past year, pictures of many activities and upcoming events were also discussed and reviewed.

Mr. George arrived at 7:00 PM.

**SUPERINTENDENT-DIRECTOR'S REPORT**

Mr. Houle discussed his mailed report as follows:

MASC Day on the Hill - Tuesday, April 26, 2016 - The Culinary Arts Department will coordinate the breakfast and lunch for the event. Members discussed who will attend the event.

Municipal Finance Reform Legislation Update - Discussion of the legislation filed by Governor Baker and the possibility of members sending letters to representatives expressing opposition to the provisions of Section 173 of HD 4388.

Not on mailed report

A selectman for the Town of Sudbury made contact with Mr. Houle regarding the town's interest in sending students to Assabet Valley. The call was made as a follow-up for more information and Mr. Houle let the Committee members know how the conversation went. This was just a quick update for informational purposes.

Update on budget meetings within the sending towns.

Members received copies of the new Unit A and Unit B contracts.

## **PRINCIPAL'S REPORT**

Mr. Hollick discussed his mailed report as follows:

Metrowest Adolescent Health Survey - Members received a copy of the 2014 survey results addendum and information for review.

NEASC Site Visit - a letter was provided regarding approval of a postponement request for the visit from Spring 2017 to Fall 2017 in light of the scheduled state Coordinated Program Review in Spring 2017.

Mr. Houle distributed the program from the Worcester County Superintendents Association Annual Scholars luncheon held Tuesday, January 5, 2016 at WPI honoring area students. Biotechnology student Jen Moore was honored from Assabet Valley.

## **COMMUNICATIONS**

- Article from the MetroWest Daily News re: Joe Valarioti's retirement from the Assabet Valley School Committee
- Article from the Community Advocate re: Assabet JROTC help Hudson police collect Toys for Tots
- Article from the Marlborough Patch re: Assabet Teacher Gets National "Wade Factor" Award
- Article from the Marlborough Patch re: Assabet Valley Students at "Empowering Girls" 2015 Conference
- Article from the Northborough Patch re: Assabet Robotics So Popular It Had to Grow
- Article from the Community Advocate re: Hudson AMVETS deliver over 900 holiday dinners
- Letter received from Union requesting a date for a hearing regarding a grievance filed regarding Lead
- Request from Unit A to meet - dates were discussed. February 9 at 6:00 PM was decided upon as a date to meet

## **PROGRAM ADVISORY COMMITTEE**

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

Members received notice of the appointment of a student to the Design and Visual Communications Program Advisory for informational purposes.

## **NEW BUSINESS**

Conflict of Interest Law Online Training Program information and acknowledgement forms were received by members. Mr. Houle will send the link to members for online participation. To be reviewed at the next meeting.

Nominations were opened for the position of Secretary of the District School Committee. Ms. Simms George nominated Mr. Charbonneau for Secretary of the District School Committee. Mr. George seconded the nomination. Nominations were closed. The Chair cast one vote for Mr. Charbonneau for

Secretary of the District School Committee. Voting in favor of the appointment were Mr. George, Ms. Ayers, Ms. Simms George, Mr. Charbonneau, Ms. Ross and Ms. Ryan.

## **DIRECTOR OF BUSINESS OPERATIONS**

Mr. Luoto reviewed his mailed report as follows:

- FY17 Budget: Vote Final Operating and Maintenance Budget

- A recommendation was made by Mr. Luoto that the District School Committee approve the Final Operating and Maintenance budget at an increase of 2.7% in the amount of \$19,610,000. A motion was made by Ms. Simms George and seconded by Ms. Ross to approve the recommendation. The motion was passed unanimously.

## **PERSONNEL**

Mr. Houle distributed final printed copies of the proposed contracts for the Superintendent-Director and for the Director of Business Operations for members to review.

A motion was made by Ms. Ross and seconded by Mr. George to authorize the Chair to sign the contract for the Director of Business Operations on behalf of the District School Committee. Voting 'yea' on the motion were Mr. George, Ms. Ayers, Ms. Simms George, Mr. Charbonneau, Ms. Ross and Ms. Ryan. There were no 'nay' votes.

A motion was made by Ms. Simms George and seconded by Ms. Ayers to authorize the Chair to sign the contract for the Superintendent-Director on behalf of the District School Committee. Voting 'yea' on the motion were Mr. George, Ms. Ayers, Ms. Simms George, Mr. Charbonneau, Ms. Ross and Ms. Ryan. There were no 'nay' votes.

Mr. Houle thanked the Committee.

Mr. Houle will compile a spreadsheet for members to have regarding his evaluation for the School Committee meeting in March.

At 8:10 PM, a motion was made by Ms. Simms George and seconded by Ms. Ross 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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William J. Charbonneau, Jr., Secretary

## **Accompanying Paperwork – School Committee Meeting of January 5, 2016**

Meeting agenda for Tuesday, January 5, 2016

Proposed meeting minutes of December 22, 2015

Memo from Mr. Houle to School Committee members re: Warrant

Superintendent-Director's Report to the School Committee dated December 29, 2015

Letter to Mr. Houle from Carol Grazio, Operations Director, MASC re: Day on the Hill - Tuesday, April 26, 2016

Legislative Bulletin dated December 17, 2015, re: An Act to Modernize Municipal Finance and Government

Memo to School Committee from Mr. Hollick dated December 29, 2015 re: Principal's Report for January 5, 2016

Article from the MetroWest Daily News re: Joe Valarioti's retirement from the Assabet Valley School Committee

Article from the Community Advocate re: Assabet JROTC help Hudson police collect Toys for Tots

Article from the Marlborough Patch re: Assabet Teacher Gets National "Wade Factor" Award

Article from the Marlborough Patch re: Assabet Valley Students at "Empowering Girls" 2015 Conference

Article from the Northborough Patch re: Assabet Robotics So Popular It Had to Grow

Article from the Community Advocate re: Hudson AMVETS deliver over 900 holiday dinners

Letter received from Union requesting a date for a hearing regarding a grievance filed regarding Lead Teacher positions - dates discussed 6:00 February 9 was decided upon as a date to meet

Memo from Mr. Mangsen to Mr. Houle dated December 22, 2015 re: Recommendation of Erik Gullard to the Design and Visual Program Advisory Committee

Letter of Intent from Erik Gullard

Memo from Mr. Mangsen to Mr. Houle dated December 22, 2015 re: Recommendation of an Assabet Valley Student Candidate to the Design and Visual Program Advisory Committee

Letter of Intent from Ambria Roy

Conflict of Interest Law Online Training Programs

Summary of the Conflict of Interest Law for State Employees

Summary of the Conflict of Interest Law for State Employees Acknowledgement

Memo from Mr. Luoto to School Committee members dated December 31, 2015 re: Fiscal & Operations Update