

**Blackstone Valley Vocational Regional District School Committee  
Minutes of Regular Meeting  
August 18, 2022**

The regular meeting of the Blackstone Valley Vocational Regional District School Committee was held in the school cafeteria. The following members, staff and others were present:

Joseph M. Hall of Bellingham, Chair  
Joseph A. Broderick of Blackstone  
Mark J. Potter of Douglas  
Anthony M. Yitts of Grafton  
Mitchell A. Intinarelli of Hopedale  
Edward D. Cray, III of Mendon  
Paul J. Braza of Milford  
Chester P. Hanratty, Jr. of Millbury  
Julie H. Mitchell of Sutton  
James H. Ebbeling of Uxbridge  
David R. Bartlett of Upton, 6:20 p.m.  
arrival

Dr. Michael F. Fitzpatrick, Superintendent-Director  
Christopher C. Pilla, Treasurer  
Anthony E. Steele, Asst. Superintendent/Principal  
Lorna M. Mangano, Business Manager  
Robert Dolegiewicz, Facilities Manager  
Don Erickson, MVA Representative  
Senator Michael Moore  
Bradley Lyon, Student Representative  
Ellie Poitras, Student Representative  
Elise Bogdan, Recording Secretary

Members Absent:

Gerald M. Finn of Millville, Vice Chair  
Jeff T. Koopman of Northbridge

Item 1. Call to Order

The meeting was called to order at 6:03 p.m. by Chairman Hall. Dr. Fitzpatrick was notified in advance that Mr. Finn and Mr. Koopman would be unable to attend and that Mr. Bartlett might be delayed. Mr. Bartlett arrived at 6:20 p.m.

Item 2. Secretary's Report – A. Yitts

2.1. On a motion by Mr. Yitts seconded by Mrs. Mitchell, it was unanimously voted to waive reading of the minutes of the regular School Committee meeting of June 16, 2022 and to accept the minutes as written.

Item 3. Treasurer's Report – C. Pilla

3.1. The Treasurer's Report was presented dated June 30, 2022. The report reflected an ending balance of \$2,567,557.32 for Total Funds, including \$1,209,530.24 in Project Funds, and \$1,358,027.08 in Local Funds. On a motion by Mr. Hanratty, seconded by Mr. Intinarelli, it was unanimously voted to approve the June 30, 2022 Treasurer's Report as presented.

3.2. The Treasurer's Report was presented dated July 31, 2022. The report reflected an ending balance of \$9,115,498.53 for Total Funds, including \$1,218,566.18 in Project Funds, and \$7,896,932.35 in Local Funds. On a motion by Mrs. Mitchell, seconded by Mr. Intinarelli, it was unanimously voted to approve the July 31, 2022, Treasurer's Report as presented. (The Treasurer noticed a discrepancy in the beginning balances of the Treasurer's Report dated July 31, 2022, as he presented and said that he would submit a revised report at the September 15, 2022, School Committee meeting.)

Item 4. Comments by Student Representatives - Bradley Lyon & Ellie Poitras

Ellie Poitras and Bradley Lyon gave an update on Council activities. Over the summer, the executive board members bonded at Breezy Picnic grounds in Douglas. Student Council members volunteered to welcome the incoming freshmen (Class of 2026). The Student Council had invited incoming freshmen and their parents to ask any questions about the upcoming year via a Microsoft form over the summer. The Executive Board responded to the questions in a video shared that was shared at the welcome barbeque, where members distributed freshmen class t-shirts. In addition to the welcome barbeque, members organized Sporty's Closet. They also volunteered to tour freshmen through the school on their vocational and academic orientation days.

Item 5. Mass Vocational Association Award Presentation to Senator Michael Moore

Dr. Fitzpatrick introduced the Massachusetts Vocational Association (MVA) representative Don Erickson who presented the Vocational Technical Friend of Vocational Education Award plaque and a certificate of recognition to Senator Michael Moore for his exceptional devotion and support of vocational education. The Friend of Vocational Education Award is given to a member(s) of a business, industry, or political affiliate for their exceptional devotion and support of career and technical education. Senator Moore thanked Mr. Erickson, Dr. Fitzpatrick, and the members of the School Committee for their dedication to vocational-technical education and its impact on our communities and economy.

Item 6. Business Manager - L. Mangano

6.1. On behalf of Ms. Mangano, Dr. Fitzpatrick shared an FY22 district financial audit update. The audit began on August 8, 2022, by Hague, Sahady & Co. audit firm (BVT auditors since FY16). Their targeted completion is the end of October. Audit testing and information requests were provided at the end of July and throughout August. The auditors were on site on August 8th and 9th, doing fieldwork and reviewing selected information. The balance of the audit is being conducted remotely, with a follow-up onsite meeting scheduled for August 31, 2022. At this point in the audit, we are not aware of any audit findings. Next, Dr. Fitzpatrick shared an FY22 student activity audit (required by an external firm every three years). The audit began on August 8, 2022, by Hague, Sahady & Co. audit firm. Their targeted completion is either the end of October or early November. Audit testing and information requests were made in August and are in the process of being provided. An onsite visit for review of sample testing is scheduled for August 31, 2022. Lastly, Dr. Fitzpatrick shared that the other external financial reports to be completed include Department of Revenue Reports (for certifying Excess & Deficiency) targeted for September and the DESE End of Year Report due by October 1, 2022.

Item 7. Assistant Superintendent-Director's Report - A. Steele

7.1. 2022-23 School Year Opening – Mr. Steele informed the Committee that the current school year opening began on Monday, August 15th, with a new staff orientation. On Tuesday, August 16th, all staff returned to campus with excitement - topics covered included mental health, cell phone usage, and NEASC visit. On Wednesday, August 17th, the Class of 2026 was welcomed at the freshmen cookout (the first since 2019) was well attended by an estimated 300 parents and students. Today was Day 1 of Freshmen Orientation. It was a full school day; students rotated through their seven exploratory shops and met vocational teachers. They were

served a complimentary lunch and practiced the bus routine. Tomorrow is Day 2 of Freshmen Orientation. Again, it will be a full day of school. Students will meet administrators, faculty, staff, and academic teachers by walking through their academic schedules. August 22nd is the first day of school for all of BVT. The new school year is off to a great start.

7.2. Mr. Steele introduced Robert Dolegiewicz, Facilities Manager, who had prepared the 2022 BVT Upgrades/Renovation/Preventative Maintenance document (Item 7.2.) and shared the information with the Committee. Mr. Dolegiewicz spoke to the members about the document, which outlined the numerous building enhancements, projects, and preventative maintenance underway at BVT over the summer and into the fall, beginning with the HVAC Shop Renovation and ending with cleaned drinking fountains with replaced filters. Mr. Steele indicated that the list is lengthy and an impressive undertaking for the seven-week summer break. Mr. Steele and Dr. Fitzpatrick complimented Mr. Dolegiewicz on his efforts and attention to detail with the numerous upgrades, renovations, and preventative maintenance projects.

7.3. The School Committee members received an updated new personnel listing of FY23 Appointments. Mr. Steele pointed out that while the listing is a typical listing of staff appointments at BVT, there are no empty seats at a time when comparatively media reports indicate other schools across the country are grappling with staff shortages. Additionally, Mr. Steele complimented the Human Resources department on their recruitment process.

7.4. The 2022-23 School Year Student Handbook was distributed to School Committee members. The student handbook was adopted and voted on at the April 14th School Committee Meeting, and this distribution represents the published version.

7.5. SkillsUSA Nationals Update – Mr. Steele reported that in the third and final stage of the SkillsUSA competition series held in Atlanta, GA, BVT had 27 students compete, earning seven gold and one bronze medal. Additionally, their four National Voting Delegates successfully campaigned for Hunter Claflin, who was elected to serve as a National Officer for the 2022-2023 school year. Also, all contestants who earned medals or met a threshold contest score for their event as an indicator of proficiency were awarded Skill Point Certificates.

7.6. Mr. Steele reported that BVT's Decennial Evaluation, the NEASC 10-year accreditation, is scheduled to take place at the request of the visiting team from March 21, 2023, to March 23, 2023. He reported that the school is on track for a successful visit in March. The school's mission statement, core values, and learning expectations are posted throughout the school, and the visiting team will see evidence of that in action when they visit.

7.7. The School Committee members received a 2022 School Resource Officer Memorandum of Understanding between Blackstone Valley Regional Vocational Technical High School and the Upton Police Department dated August 1, 2022. The purpose of the agreement is to formalize and clarify the implementation of the partnership between the school and the School Resource Officer/the District and a Police Department regarding the placements of a police officer at BVT in order to promote school safety; help maintain a positive school climate for all students, families, and staff; enhance cultural understanding between students and law enforcement. Mr. Steele reported that the partnership with the Upton Police Department works well.

Item 8. Policy Subcommittee Report - C. Hanratty8.1. **Revised Policy:**

a. On a motion by Mr. Braza, seconded by Mr. Bartlett, it was voted to accept and approve the JF Student Admissions & JF-R School Admissions (date edit only) as presented.

8.2. **New Policy:**

a. On a motion by Mr. Hanratty, seconded by Mr. Braza, it was voted to approve the ECAF – Security Cameras and Visually Recorded Data policy as presented. The BVT School Committee and/or the Superintendent-Director may, from time-to-time, issue further guidance that is consistent with current laws, newly adopted technology, and this Policy.

Item 9. Superintendent-Director's Report - Michael F. Fitzpatrick

9.1. Dr. Fitzpatrick shared the School Committee directory and asked for any changes to be forwarded to his office.

9.2. Dr. Fitzpatrick spoke about the Delineation of Subcommittees for Fiscal Year 2023 and indicated with the pending November 2022 election that there would be vacancies to fill. Therefore, it was requested that a document be provided at the next school committee meeting on September 15, 2022, to alert members to those vacancies.

## 9.3. Correspondence:

a. Dr. Fitzpatrick shared his annual Welcome Back letter with the Committee.

9.4. An FY23 Grants To Date (as of August 1, 2022) document was shared with the Committee. The FY23 in-progress total is \$661,569.

9.5. Dr. Fitzpatrick shared that he was alerted to anticipate a Wellness Center earmark for the School-Based Health Center, a collaborative program with Milford Hospital. The grant would commence in FY23 for a 10-year renewal of \$150,000 at \$1,500,000 over ten years to support the School-Based Health Center.

9.6. Dr. Fitzpatrick reminded the Committee to complete and submit their Superintendent's FY22 Evaluation Rankings, as the required forms must be filed with DESE.

9.7. A draft of the FY22 Annual Report was shared. On a motion by Mr. Hanratty, seconded by Mr. Intinarelli, it was voted to approve the draft as presented.

## 9.8. Summer Professional Development Update:

a. Dr. Fitzpatrick attended the M.A.S.S. Executive Institute event, which took place in Mashpee on July 11-14 2022. The theme for this year's Institute was *Looking Ahead: Promoting Equity, Wellness, Academic Achievement, and a Culture of Care for All*, which focused on the visionary and servant leadership necessary to create a safe and supportive culture throughout school districts and communities.

b. The Leadership Retreat on July 18-20, 2022, was well attended. The retreat centered on systemwide improvements, including technological upgrades, recruitment of new

personnel, and structural enhancements.

9.9. The Committee is in receipt of an invitation to attend the 2022 MASC/MASS Joint School Leadership Conference in Hyannis on November 2-5, 2022. This year's theme is Promoting Equity, Diversity, and Inclusion: Constructing the Narrative to Define the Message. The program will include sessions to help you do your work more effectively, address equity issues, expand the diversity of your faculty, promote skill building, and learn about what may lie ahead economically and politically.

9.10. Notification of Resignations:

a. Notification of Resignation letter dated June 21, 2022 from Shannon Viera, Practical Nursing Instructor was received and accepted.

b. Notification of Resignation letter dated July 10, 2022 from Marcia Hague, Vocational Instructor – Health Assisting was received and accepted.

c. Notification of Resignation letter dated July 13, 2022 from Michelle Tellier, General Cafeteria Worker was received and accepted.

9.11. The Fall 2022 Freshmen Newsletter - The Bridge was available at the meeting.

9.12. The Fall 2022 Parent Newsletter - The Link was available at the meeting.

9.13. Copies of 2022 Selected Massachusetts General Laws were available for those members desiring to have a copy of the book for reference.

#### Item 10. New Business

Dr. Fitzpatrick informed the Committee that the Blackstone Town Manager notified him that their Board of Select persons approved our ARPA request of \$19,000+. Thus, all of our FY23 “please share” requests were authorized. Also, the Massachusetts Board of Elementary and Secondary Education voted to raise the MCAS scores required for high school graduation. The changes would start with the class of 2026, this year's incoming ninth graders, who will rise to the challenge.

#### Item 11. Items for the Good of the Committee:

The monthly compilation of news clippings and correspondence packet was provided at the meeting for members to review individually.

#### Item 12. Next Regularly Scheduled School Committee Meeting - J. Hall

The next regularly scheduled School Committee meeting will be held on September 15, 2022 at 6:00 p.m.

#### Item 13. \*Executive Session Per MGL Chpt. 30A, §21(a) #1

On a motion by Mr. Hall, seconded by Mr. Intinarelli, a roll call vote was taken to go into

executive session at 7:20 p.m. because discussion of this subject in open session would be detrimental to the School District. The roll call was as follows:

Mr. Hall - Yes	Mrs. Mitchell - Yes
Mr. Cray - Yes	Mr. Potter - Yes
Mr. Ebbeling - Yes	Mr. Hanratty - Yes
Mr. Broderick - Yes	Mr. Koopman - Yes
Mr. Yitts - Yes	Mr. Braza – Yes
Mr. Intinarelli – Yes	Mr. Bartlett – Yes

On a motion by Mr. Braza, seconded by Mr. Broderick, a roll call vote was taken to come out of executive session at 7:28 p.m. The roll call was as follows:

Mr. Hall - Yes	Mrs. Mitchell - Yes
Mr. Cray - Yes	Mr. Potter - Yes
Mr. Ebbeling - Yes	Mr. Hanratty - Yes
Mr. Broderick - Yes	Mr. Koopman - Yes
Mr. Yitts - Yes	Mr. Braza – Yes
Mr. Intinarelli – Yes	Mr. Bartlett – Yes

Item 14. Decide: Release Status of Exec. Session Minutes of June 16, 2022

On a motion by Mr. Yitts, seconded by Mr. Hanratty, it was voted to approve the release of the previously amended Executive Session Minutes of June 16, 2022.

Item 15. Meeting Closure:

15.1. The meeting was declared closed by the chair at 7:29 p.m.

15.2. On a motion by Mr. Intinarelli seconded by Mrs. Mitchell, it was voted to adjourn at 7:29 p.m.

Listing of materials used in the meeting:

- Item 2.1. Minutes of Meeting of June 16, 2022
- Item 3.1. Treasurer's Report dated June 30, 2022
- Item 3.2. Treasurer's Report dated July 31, 2022
- Item 7.2. 2022 BVT Upgrades/Renovation/Preventative Maintenance
- Item 7.3. FY23 Appointments
- Item 7.5 SkillsUSA Nationals Update
- Item 7.7. A 2022 School Resource Officer Memorandum of Understanding
- Item 8.1. JF & JF-R (date edit to Admission Policy)
- Item 8.2. ECAF – Security Cameras and Visually Recorded Data
- Item 9.1. School Committee Member Directory
- Item 9.3. Welcome Back Letter

Item 9.4. Grant Listing FY23

Item 9.7. FY22 Draft Annual Report

Item 9.9. MASC/MASS Joint School Leadership Conference in Hyannis 11/2/22 – 11/5/22

Item 9.10.a. Notification of Resignation, Shannon Viera, Practical Nursing Instructor

Item 9.10.b. Notification of Resignation, Marcia Hague, Vocational Instructor – Health Assisting

Item 9.10.c. Notification of Resignation, Michelle Tellier, General Cafeteria Worker

Item 11. Items for the Good of the Committee

Item 13.1 Suggested Motion: CONFIDENTIAL Non-Released Executive Session Minutes dated June 16, 2022

Item 14. Suggested Motion BVVR District School Committee

Respectfully submitted by,

Anthony Yitts, Secretary