

**Blackstone Valley Vocational Regional District School Committee**  
**Minutes of Regular Meeting**  
**December 19, 2024**

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  
Edward D. Cray, III of Mendon  
Jan P. Hanratty of Millbury  
Gerald M. Finn of Millville, Vice Chair  
James M. Mitchell of Sutton  
Tyler D. Bartlett of Upton  
James H. Ebbeling of Uxbridge

Dr. Michael F. Fitzpatrick, Superintendent-Director  
Anthony E. Steele, Asst. Superintendent/Principal  
Christopher C. Pilla, Treasurer  
Nicole M. Ferguson, Business Manager  
Michele Denise, Vocational Director  
Dr. Matthew Connors, Vocational Director  
Elise Bogdan, Recording Secretary

**Members Absent:**

Mitchell A. Intinarelli of Hopedale  
Paul J. Braza of Milford  
Jeff T. Koopman of Northbridge

**Item 1. Call to Order**

The meeting was called to order at 6:00 p.m. by the Chair, Mr. Hall. Dr. Fitzpatrick informed the Committee that he was notified in advance that Mr. Intinarelli, Mr. Braza, and Mr. Koopman would not be able to attend. Dr. Fitzpatrick shared that earlier this week he received notification from the Millbury Town Clerk that Mr. Jan P. Hanratty of Millbury was appointed to fill the vacant Millbury seat on the BVT School Committee. Due to the passing of former School Committee member Mr. Chester P. Hanratty Jr., a vacancy for Millbury representation on the BVT District School Committee surfaced. Dr. Fitzpatrick forwarded various communications to Millbury officials alerting them of the process for filling the seat. When a vacancy of this nature occurs, as specified within the regional agreement, the Millbury Board of Selectpersons and the Millbury School Committee shall jointly appoint a resident to serve in an interim capacity. Dr. Fitzpatrick asked that the Committee join him in welcoming Mr. Jan P. Hanratty of Millbury (an interim appointee for Millbury representation on the BVT District School Committee), who accepted the interim appointment (and subsequently sworn into the position by the Town Clerk) at the joint meeting of the Millbury Board of Selectpersons and the Millbury School Committee on December 17, 2024.

**Item 2. Secretary's Report – A. Yitts**

2.1. On a motion by Mr. Yitts seconded by Mr. Finn, it was unanimously voted to waive reading of the minutes of the regular School Committee meeting of November 21, 2024 and to accept the minutes as written.

**Item 3. Treasurer's Report – C. Pilla**

3.1. The Treasurer's Report was presented dated October 31, 2024. The report reflected an ending balance of \$4,051,952.32 for Total Funds, including \$1,118,182.37 in Project Funds,

and \$2,933,769.95 in Local Funds. On a motion by Mr. Broderick, seconded by Mr. Finn, it was unanimously voted to approve the October 31, 2024 Treasurer's Report as presented.

Item 4. Student Council Representatives - Sosie DerKosroffian & Maddison Dos Santos

Dr. Fitzpatrick informed the Committee that he was notified in advance that the student council representatives would not be able to attend the meeting. They will provide an update on student council activities at the next regularly scheduled school committee meeting.

Item 5. Business Manager – N. Ferguson

5.1. FY25 Budget Status: The School Committee members were provided with a Fiscal Year 2024-2025 Monthly Budget Report from July 1, 2024 to December 19, 2024. The grand total budget balance was \$ \$2,775,613.14 on December 19, 2024.

a. Line Item Transfer: On a motion by Mr. Broderick, seconded by Mr. Finn, it was unanimously voted to transfer available funds from the following account: (1000.86.5268.000.8 Ins-Unemployment in the amount of \$33,900) into the following identified accounts: (1000.12.1210.200.8 Supt Support Salaries in the amount of \$20,000) and (1000.14.9110.000.4 School Choice Assessments in the amount of \$13,900). Identified savings from available within and total budget approved appropriations will be used to provide additional funding for increased support staff in the Central Office, in addition to final School Choice assessments for the remainder of the fiscal year. The FY25 budget was prepared based on preliminary School Choice counts generated from the 10/1/23 enrollment, which were subsequently increased with final counts in June 2024.

5.2. Donation approvals:

a. On a motion by Mr. Broderick, seconded by Mr. Finn, it was unanimously voted to approve the donation of HVAC equipment (a Daiken Condenser, a five-ton Amana Indoor Coil, and an Amana Furnace) from Julian Picard, which will be for use in the Heating, Ventilation, Air Conditioning & Refrigeration program.

b. The Committee was informed of the donation of \$2,000 in gift cards to Target and Dick's Sporting Goods from David Fields, which will significantly impact the lives of BVT students.

Item 6. Assistant Superintendent-Director's Report – A. Steele

6.1. Mr. Steele informed the Committee that the Sophomore Ring Ceremony & Dance was held at the school on December 6, 2024. It was a well-attended class event keeping in the Valley Tech tradition.

6.2. Principal Steel shared with the Committee that the annual Wellness Fair for staff was held on December 11, 2024. It is designed and planned all year long by the Wellness Committee and it is certainly well received by staff.

6.3. Out-of-State/Overnight Field Trip Requests:

a. On a motion by Mr. Broderick, seconded by Mr. Cray, it was voted to approve the proposed overnight field trip request as presented to allow students to attend the Prostart Culinary Competition in Foxboro, MA, from February 10, 2025, to February 11, 2025.

Item 7. Budget Subcommittee Report – Chair Mr. Finn

7.1. Mr. Finn informed the School Committee that the Budget Subcommittee met on December 12, 2024, at 4:30 p.m. in the Superintendent's Conference Room. The agenda, included the first review of Salary & Wage & Fringe Benefits - Instructional staffing patterns (Anthony Steele) and non-instructional staffing (respective department heads) identified by FTE's. A first review Administration (1000) and Fixed Charges (5000) functions. The Budget Subcommittee also met on December 19, 2024, at 5:00 p.m. in the Superintendent's Conference Room. The agenda, included follow up review on all areas presented and develop any questions for further review.

Item 8. Superintendent-Director's Report - Michael F. Fitzpatrick

8.1. Dr. Fitzpatrick provided a preliminary report on the annual Superintendent's Fundraiser Dinner. On a motion by Mr. Bartlett, seconded by Mr. Finn, it was voted and unanimously approved to authorize school officials to request permission to serve liquor on campus from the Upton Board of Selectpersons. This authorization would be valid for alcoholic beverages/wine to be served at the single evening annual superintendent's gourmet dinner on Thursday, March 20, 2025. The liquor (wine) is to be dispensed by volunteering adult staff members to an age-eligible, non-student participating public.

8.2. Dr. Fitzpatrick informed the Committee that he joined other Leadership Team members in attending the Senior Banquet held on December 4, 2024, at Pleasant Valley Country Club in Sutton. The class officers presented him with a plaque on behalf of the Class of 2025, which he was proud to receive.

8.3. The Department of Elementary and Secondary Education (DESE) Office of Public School Monitoring conducted an integrated monitoring review of Blackstone Valley Regional Vocational Technical High School during the week of December 9th. Dr. Fitzpatrick informed the Committee that the review went well and it was very favorable.

8.4. Donations:

a. A \$2,000 donation from bankHometown will help support a student transportation van during the 2024-2025 school year.

b. A listing of FY25 Grants to Date as of December 11, 2024 was shared with the Committee.

8.5. Notification of Retirement/Resignation:

a. A notification of retirement letter dated November 15, 2024, from Judy A. Perrone, Cook, with and effective date of January 31, 2025, was accepted.

b. A notification of resignation letter dated December 13, 2024, from Alicia M. de Oliveira, MHS, MSN, RN, Practical Nursing Instructor, with an effective date of January 31, 2025, was accepted.

8.6. Dr. Fitzpatrick informed the Committee that there is a vacancy on the School Committee Negotiation Subcommittee. If anyone is interested in serving they should notify the Chair of their interest.

Item 9. Superintendent Search Subcommittee – J. Hall

9.1. Dr. Fitzpatrick informed that Committee that Mr. Koopman, who was unable to attend the meeting due to a work conflict, had asked that the following message be shared on his behalf: "I would like to take a moment to express my positive recommendation of Mr. Anthony Steele for consideration of the open superintendent position of BVT. Having served on the Superintendent Search Committee, I had voted positive for recommendation of moving this candidate forward for consideration by the entire school committee. I strongly agree Mr. Steele's past performance in various positions has served the school district well. I equally feel he has a positive understanding of current and future educational considerations to keep BVT's forward and upward momentum going in the years ahead. I also feel his knowledge and reputation will continue the positive relations with our sending towns and constituents. Thank you for allowing me to share my thoughts prior to your vote."

Mr. Yitts on behalf of the Superintendent Search Subcommittee shared that the search committee had prepared interview questions for the superintendent candidate(s), had a score card in place, and had a formal structured process agreed upon for all interviewing candidates. Mr. Finn shared that the search committee also had a chance to review a revised superintendent job description. Mr. Yitts also shared that the focus of the interview with Mr. Steele was BVT today is the starting point and where the school is going was the framework of the interview questions. Mr. Hall shared that the Superintendent Search Subcommittee did its due diligence.

On a motion by Mr. Finn, seconded by Mr. Cray, as recommended by the School Committee's Superintendent Search Subcommittee it was voted and unanimously approved to appoint Mr. Anthony Steele II, as Superintendent-Director for the Blackstone Valley Vocational Regional School District. This appointment (effective July 1, 2025) shall be pending successful non-collective bargaining negotiations. Further, the Superintendent Search Subcommittee recommends the full School Committee empower the Negotiation Subcommittee to negotiate a formal memorandum of agreement, inclusive of contract duration and compensation, between the Blackstone Valley Vocational Regional School District and Mr. Steele.

9.2. The Superintendent Search Subcommittee having recommended the full School Committee empower the Negotiation Subcommittee to negotiate a formal memorandum of agreement, inclusive of contract duration and compensation, between the Blackstone Valley Vocational Regional School District and Mr. Steele; the Negotiation Subcommittee is working to schedule future meeting date(s) to complete a formal memorandum of agreement, inclusive of contract duration and compensation.

Item 10. New Business

Dr. Fitzpatrick shared that he met Harry A. Romasco, president of the North Uxbridge Fire Museum, at an appreciation breakfast in the Three Seasons Restaurant at BVT on December 17, 2024, where he accepted a certificate of appreciation for the extensive electrical work done by BVT's Electrical students at the museum. The recognition event was coordinated by Dr. Matthew Connors, Vocational Director, in coordination with the Culinary Arts program. A copy of the certificate was shared with the Committee.

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 January 16, 2025 at 6:00 p.m.

Item 13. Meeting Closure:

13.1. The meeting was declared closed by the Chair at 6:39 p.m.

13.2. On a motion by Mr. Broderick, seconded by Mr. Ebbeling, it was voted to adjourn at 6:39 p.m.

Listing of materials used in the meeting:

Item 2.1. Minutes of Meeting of November 21, 2024

Item 3.1. Treasurer's Report dated October 31, 2024

Item 5.1. FY25 Budget Report

Item 5.1.a. Suggested Motion: Line Item Transfer

Item 5.2.a. Donation HVAC Equipment

Item 5.2.b. Donation Target and Dick's Sporting Goods Gift Cards

Item 6.3.a. Culinary Arts Overnight Field Trip Request

Item 8.1. Suggested Motion: Liquor License

Item 8.4.a. Donation bankHometown

Item 8.4.b. FY25 Grants Update

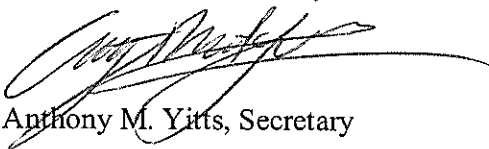
Item 8.5.a. Notification of Retirement Letter from Judy A. Perrone, Cook

Item 8.5.b. Notification of Resignation Letter from Alicia M. de Oliveira, PN Instructor

Item 9.1.a. Suggested Motion: Superintendent Search Subcommittee Appointment

Item 11. Items for the Good of the Committee

Respectfully submitted by,



Anthony M. Yitts, Secretary