

**TRI-COUNTY REGIONAL VOCATIONAL TECHNICAL SCHOOL DISTRICT
SCHOOL COMMITTEE MEETING**

Minutes -- June 21, 2017

Mr. Trask, Chairman, called the meeting to order at 7:06 PM.

Members Present:

Steven Trask, Chairman, Franklin
Donna Cabibbo, Vice Chair, Millis
Richard Bassett, Wrentham
David Bento, Medfield
Paul Carbone, Franklin
Jonathan Dowse, Sherborn
Louis Hoegler, Walpole
Linda Reynolds, Medway
Robert Wilkinson, Plainville
Janice Young, Walpole

Members Not Present:

Adeline Bee, North Attleboro
Douglas Brown, Seekonk
Robert Guthrie, Secretary, North Attleboro

Others Present:

Steve Dockray, Superintendent
Michael Procaccini, Principal

SECRETARY'S REPORT

A motion was made by Ms. Cabibbo and seconded by Ms. Young that the minutes of the May 17, 2017 School Committee meeting be approved as submitted.

Motion passed with 1 abstention.

INTRODUCTIONS

Mr. Dockray introduced Marc Koczwara, Director of Adult Education, Mark LeBlanc, Technology Director, and Chris Ward, Chair of the General Advisory Committee.

CHAIRPERSON'S REPORT

Mr. Trask advised that new School Committee representatives from North Attleboro, Norfolk and Millis have been appointed.

On behalf of the Tri-County RVTSD, Mr. Trask thanked Mr. Guthrie and Ms. Hamilton for their service on the Committee.

Mr. Trask also thanked Ms. Cabibbo for her service not only on the Committee but also on several Subcommittees, and presented her with a certificate of appreciation. Ms. Cabibbo indicated she is very proud of Tri-County and wished everyone well on future endeavors.

Superintendent Evaluation

Mr. Trask reported that 10 evaluations were received and that 33% of members gave an overall rating of Exemplary and the remaining members gave an overall rating of Proficient.

Mr. Trask reported that strengths which were noted on nearly all evaluations were: Mr. Dockray's outstanding financial skills which creates an environment in where students can prosper and learn; and maintenance of the physical plant.

Mr. Trask noted some areas of growth: increased communication with the Committee members and staff; family and community engagement; continue training for superintendent and administrators on human resources and the labor law; annual review of relevant shop choices that prepare students for the changing work environment.

Mr. Trask noted that the evaluations will be on file if any member would like to review them.

In response to a question, Mr. Trask indicated that there were various reasons that four members did not submit an evaluation also that evaluations were completed by the outgoing members. It was noted that the Evaluation Tool is still difficult to complete.

STUDENT REPRESENTATIVE REPORT

Mr. Procaccini reported on behalf of Kaylee Dunn who was traveling with SkillsUSA to the National Competition in Louisville.

- Honors Night took place on May 31; Cougar Culture Awards were given out; the Valedictorian and Salutatorian were recognized for their accomplishments; Senior Athlete Awards were given out; a senior was appointed by Congressman Joseph Kennedy to the US Merchant Marine Academy.
- 5th Annual Tee Off for Tri-County Fundraiser was held June 9, raising over \$12,000 for student activities.
- A student in our STEAM Cooking Camp was invited by the Food Network Kids BBQ show to compete.
- Two TC students were recognized for their commitment, high academic standards, and community service to represent the Mayflower Athletic Conference at the inaugural outdoor track & field breakfast on May 31.
- Awards night for Baseball, Softball and Lacrosse was held on June 15. Athletic Trainer, Mr. Genoa was also recognized.
- Fall sports sign-ups were held, including Cross Country, Cheerleading, Football, Golf, Soccer and Volleyball.

GENERAL ADVISORY COMMITTEE REPORT

Mr. Chris Ward reported that the Advisory Committee is very pleased with the budget allocations for new updated equipment for the shops. He noted that the Carpentry Program received a CNC Router which is being used to train students in various trades.

Mr. Ward is impressed with the number of Advisory Committee members who continue to serve year after year. These members are truly concerned and express what is needed throughout their industries.

In response to a question, Mr. Ward indicated there have been some program changes and emphasized that the construction trades are important in addition to the need for more diverse training such as that found in house building. He also reported that there are plans being developed to improve the square footage usage.

Mr. Ward noted that he is also the president of the Tri-County Education Foundation which is in need of donations and that individual members may donate online.

SUPERINTENDENT'S REPORT

Honors Night

In addition to Mr. Procaccini's comments, Mr. Dockray added that Honors Night was a very impressive night that also included attendance awards and a countdown of the top twenty students.

Graduation

Mr. Dockray reported that all went well for the June 4 Graduation with great weather, 230 students graduating, \$750K of scholarships. School Committee members Ms. Young, Mr. Trask and Mr. Carbone were in attendance.

FY18 Budget

Mr. Dockray reported that Tri-County's FY2018 budget has passed in all eleven towns. The final budget from the State has not been approved.

Coordinated Program Review

Mr. Dockray reported that a Coordinated Program Review at Tri-County is scheduled for October 2017. Special Education, Civil Rights and CVTE Programs will be reviewed.

SUPERINTENDENT'S REPORT (continued)

NEASC

Mr. Dockray reported that the NEASC Decennial Accreditation will take place October 2018. Self-study will begin in the fall.

Letter from Massachusetts School Building Authority

Referred to the letter from MSBA, Mr. Dockray reported that the Accelerated Repair application for replacement of the roof, windows and doors was denied.

Mr. Dockray noted that during a recent MAVA Officers' meeting with State Treasurer Deborah Goldberg it was learned that no vocational schools were invited into the MSBA pool for funding last year.

It was also noted that due to the large number of requests that were denied, MSBA increased the age of the roof requirement from 20 to 30 years old. Also, the windows and doors were not considered due to our core renovation application filed the previous year.

Mr. Dockray will continue his discussions with MSBA and will contact any state representatives who may be of assistance.

School Committee Reappointments

Mr. Dockray reported that Brian Mushnick has been appointed to represent Norfolk and Heidi Perkins has been appointed to represent Millis. Mr. Dockray indicated that the North Attleboro representative has not been appointed yet.

MASS/MASC Joint Conference

Mr. Dockray advised members of the reduced rate for early registration for the MASS/MASC Joint Conference taking place November 1-4, 2017. Members must be registered before July 15 to receive a \$100 discount.

July School Committee Meeting

Mr. Dockray requested that the July School Committee meeting be held on Wednesday, July 26, 2017 due to the fact he will be attending a Superintendent's Conference during the third week of July.

A motion was made by Mr. Wilkinson and seconded by Ms. Cabibbo that the July School Committee meeting be held on July 26, 2017.

Motion carried unanimously.

NEGOTIATIONS SUBCOMMITTEE REPORT

Administrators and Non-Represented Employees Contracts for FY18

Mr. Dowse reported that the Negotiations Subcommittee met to review requests and recommendations for any contract adjustments for administrators and non-represented personnel. Recommendations were:

- Move \$1,000 travel stipend to salary for John Roy (zero budget impact)
A motion was made by Mr. Dowse and seconded by Mr. Wilkinson to approve the travel stipend of \$1,000 move to salary for FY18 for John Roy.
Motion carried unanimously.

- Allow carry-over of five vacation days for Robin Cote to FY18 (zero budget impact)
A motion was made by Mr. Dowse and seconded by Ms. Cabibbo to approve the carry-over of five vacation days to FY18 for Robin Cote.
Motion carried unanimously.

NEGOTIATIONS SUBCOMMITTEE REPORT (continued)

- Two percent (2%) COLA increase for administrators and non-represented personnel.
A motion was made by Mr. Wilkinson and seconded by Mr. Carbone that the School Committee approve a two percent (2%) COLA increase for administrators and non-represented employees.
Motion carried unanimously.

In response to a question, Mr. Dockray indicated that the list does not contain a Dean of Students category as the Dean was not renewed for FY18.

DEMONSTRATE CLEARGOV WEB BASED PLATFORM

Mr. Dockray and Mr. Roy presented online information for a web based platform, ClearGov, which will provide school financial information, performance, enrollment, state aid, SAT scores, graduation rates, comparisons, etc. The system will allow for benchmarking against other vocational schools, other school districts and state figures.

In response to questions/statements the following was noted:

- Tri-County's budget could be incorporated into this platform
- There should not be any training required
- The company, based in Hopkinton, will input most of the information.
- The cost is \$5500 per year, including all options.
- Assume payback will be in the form of time and money saved in order to comply with public records and other requirements.
- It will be particularly useful for providing member towns with a comprehensive snapshot of Tri-County.
- The in-house administrators would be John Roy and Guidance personnel.
- Steve will check to see if customization could include sports, co-op, SkillsUSA, etc.
- The platform will be helpful for grant writing.

UPDATE ON ROLLING FIVE-YEAR STRATEGIC PLAN

Mr. Dockray reviewed the details contained in the Five-Year Strategic Plan.

In response to questions regarding use of Chromebooks, Mr. LeBlanc indicated we have 500 Chromebooks now and we plan to add 100 more this summer. With regard to the feasibility of issuing Chromebooks to every student for the four years they are here, Mr. LeBlanc responded that the main issue would be sustainability as it would require the purchase of 270 Chromebooks every year (budget issue) and those devices would most likely be obsolete after four years.

In response to questions regarding the Technology Plan and how it was developed and how it is measured, Mr. LeBlanc responded that our plan was developed after an evaluation was completed by consultant, Mr. Tom Daccord, who laid out the most beneficial path for Tri-County. The Technology Integration Specialist has been providing complete teacher training for Chromebooks and integrating all systems.

Mr. Dockray confirmed that most strategies and implementation of the plan is derived from input provided by administration, who in turn work with their own staff to receive their input and recommendations.

In response to a question regarding trying to reach the under-40 population, Mr. Koczwara indicated that the Post-Secondary programs have been successful for that group and he has just added online classes to hopefully boost the Continuing Education enrollment.

In response to a question that we should just focus on trades training, Mr. Koczwara indicated that the classes such as cooking are beneficial as a way to introduce community members to Tri-County for the first time.

UPDATE ON ROLLING FIVE-YEAR STRATEGIC PLAN (continued)

In response to a question regarding students coming from areas of trauma, Mr. Procaccini indicated that the issue is being discussed and steps are being taken to assist students in need. Mr. Procaccini also indicated he is aware of the requirement for trauma sensitivity training and there is a plan in place. His concern is getting the information to the teacher in the classroom.

DISCUSSION CONCERNING RENOVATION/REPAIRS

Mr. Dockray reported that he will be requesting updated cost estimates from the architect firm to complete building repairs and replacements ourselves. It was previously estimated at \$6-8M.

Mr. Dockray reported that he will continue to lobby the legislators and continue to file applications to the MSBA for the major repairs, however, the urgency may require that Tri-County complete the repairs soon. Mr. Dockray requested school committee members to speak with any legislative contacts they may have. A master plan should also be developed.

It was recommended that we communicate with the Chamber of Commerce and their affiliates.

It was also recommended to include all the necessary repairs on one bond, and to act as soon as possible so the repairs/replacement will not become emergency issues.

ASSISTANT PRINCIPAL/DEAN OF STUDENTS POSITION

Mr. Procaccini reported that due to the non-renewal of Mr. Beaton, the Dean of Students position was posted. Mr. Procaccini's Leadership Team reviewed 70 applications. After review, 15 were presented to a Faculty Committee and 10 were eventually interviewed. Emphasis was placed on the applicant being a strong administrator and the need for a building leader. Four candidates fit this profile. It was noted that out of the 70 applicants, none had vocational experience.

A candidate was chosen, Matthew Silva. In response to a question, Mr. Dockray indicated the starting salary for this school-year position is \$103,954 and it is a ten-month position.

In response to questions, Mr. Procaccini explained that previously Mr. Beaton's responsibilities also included overseeing of student activities, school council, class elections, etc. This responsibility will now fall under the Assistant Dean/Athletic Director. Student management such as attendance will remain with the new Dean of Students. The Assistant Dean will continue to cover when the Dean is out of the building.

In response to a question, Mr. Dockray noted that Mr. Kubiak's salary reflects his long tenure at Tri-County. It was also noted that in an effort to transition this particular position, the new Dean of Students will have more responsibilities under the Assistant Principal umbrella such as teacher observations and recommendations on classroom management. It was also noted that all final candidates had, themselves, evaluated 12-15 teachers a year. There were no in-house candidates. This is a 4-step position.

PROPOSED SCHOOL LUNCH INCREASE

Mr. Roy reported he is requesting an increase in lunch prices:

Students – from \$2.75 to \$3.00

Adults – from \$4.50 to \$5.00

Mr. Roy reported that the rationale is based on regulations for schools that participate in the National School Lunch Program: for the next school year if the weighted average lunch price is less than \$2.86 an increase is required or Tri-County would have to provide additional financial support from non-federal resources. We do not have those supports budgeted so an increase is requested. Mr. Roy noted that a survey was completed of 20 high schools: two schools are at \$2.75, eleven schools are at \$3.00, and seven schools were greater

PROPOSED SCHOOL LUNCH INCREASE (continued)

than \$3.00. Of the seven schools that were included in the survey that service our member towns, all but one of the seven is already at \$3.00 or more. The last increase took place in FY14.

A motion was made by Mr. Dowse and seconded by Ms. Reynolds that the School Committee approve the lunch price increases as presented.
Motion carried unanimously.

In response to a question, Mr. Roy indicated a notification will be sent to students/families via an August mailing.

DISCUSSION OF WARRANTS

In Mr. Roy reported that the Warrant Subcommittee had been contacted since the last School Committee meeting for the purpose of signing warrants covering routine payroll obligations, and other miscellaneous items in the amount of \$1,592,272.66.

Description	Amount	Description	Amount
Operating Warrant # 123	\$3,400.00	Operating Warrant # 133	\$28,303.55
Operating Warrant # 124	\$294,398.08	Operating Warrant # 134	\$34,465.54
Operating Warrant # 125	\$12,925.11	Operating Warrant # 135	\$7,095.68
Operating Warrant # 126	\$13,219.50	Operating Warrant # 136	\$809.60
Operating Warrant # 126A	\$95,353.33	Operating Warrant # 137	\$14,185.14
Operating Warrant # 127	\$15,617.00	Payroll Warrant # 24	\$513,947.19
Operating Warrant # 128	\$13,587.38	Payroll Warrant # 25	\$492,518.92
Operating Warrant # 128A	\$89,233.22	Activity Warrant # 24	\$10,898.00
Operating Warrant # 129	Skipped	Activity Warrant # 25	\$1,345.43
Operating Warrant # 130	\$11,850.00	Activity Warrant # 26	\$18,623.50
Operating Warrant # 131	\$2,280.00	Activity Warrant # 27	\$5,356.00
Operating Warrant # 132	\$325,187.90	Activity Warrant # 28	\$8,659.40
		Activity Warrant # 29	\$600.00

TOPICS NOT REASONABLY ANTICIPATED BY THE CHAIRPERSON 48 HOURS IN ADVANCE OF THE MEETING

In response to a question regarding the status of the Cell Phone Tower proposal, Mr. Roy indicated that bids were opened this past week. Two proposals were received and are being evaluated.

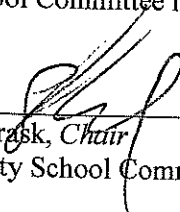
In response to a question, Mr. Dockray reported that the Golf Tournament netted approximately \$12K.

Mr. Bassett distributed an interesting news article regarding raising the student drop-out age.

ADJOURNMENT

A motion was made by Ms. Cabibbo and seconded by Ms. Young that the School Committee meeting be adjourned.
Motion carried unanimously.

The School Committee meeting adjourned at 8:40 PM.

Signed: 
Steven Trask, Chair
Tri-County School Committee