

OLD COLONY REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL DISTRICT

**476 North Avenue
Rochester, MA 02770**

**Wednesday
August 19, 2015**

MINUTES

Present: Mrs. Shirley Bourque, Mr. Stephen Cassidy, Mr. Michael Gagliardi,
Mr. Richard Gamache, Mr. Paul Guilbeault, Mr. David Hughes,
Mr. Gary Mansfield, Mr. Maurice St. Amand, Mr. Donald Williams,
Mr. Sylvester Zienkiewicz

Also: Mr. Frank Cote', Superintendent-Director; Mrs. Karen Guenette,
Principal; Mrs. Jacqueline Machamer, Assistant Principal/Vocational
Coordinator; Mrs. Sarah Griffith, Business Manager; Mrs. Rosemarie
Canessa, District Committee Secretary

Guests: Mrs. Donna Abaray, Office Personnel
Mrs. Dori Maher, Office Personnel
Mrs. Eileen Reece, Office Personnel
Mrs. Loretta Sherman, Office Personnel
Mrs. Maria Szymanski, Office Personnel
Mr. Kevin Gonsalves, Mathematics Instructor
Mr. Douglas Sims, Carpentry Instructor
Ms. Nancy Souza, Mattapoissett
Mr. Robert Avellar, Carpentry Instructor
Mrs. Patricia Avellar, Acushnet
Ms. Gina Despres, English Instructor
Mr. Dennis Frates, Automotive Instructor
Mr. Ryan Robidoux, CIS Instructor

Mr. Cassidy called the meeting to order at 6 pm.

Everyone in attendance stood for the Pledge of Allegiance and a moment of silence.

Items were distributed for District Committee review.

Mr. Cassidy opened the Public Participation.

Mrs. Szymanski stated that the office staff is still waiting for a response from legal counsel in regards to the summer hours.

Mr. Cote' responded that six days after the July 22, 2015 meeting, he received a letter from the Labor Board regarding the office staff's petition to join the union and that he did not need to respond to the office staff's requests regarding the summer hours.

On a motion duly made by Mr. David Hughes and seconded by Mrs. Shirley Bourque, it was unanimously

Voted: To accept the minutes of the following meetings:
July 15, 2015 District Committee minutes
July 22, 2015 District Committee minutes

Warrants were available for review.

Mr. Sims, a Union Steward, spoke regarding a letter received by the faculty regarding the scheduling of periods per day. He inquired why the originally proposed nine-period day was changed back to an eight-period day?

Mr. Cote' responded that, at a previous meeting, a Union Steward had made a comment regarding monetary compensation for more time. Mr. Cote' stated that he had made an executive decision to go back to the original eight-period day. He explained that there is no money in the budget to negotiate monetary compensation for more time.

Mr. Avellar, Carpentry Instructor, stated that he would be making a grievance about the eight-period day. He was adamant that the related teachers need more teaching time with the students. He stated that he had spoken with other instructors who feel the same way he does.

Mr. Cote' stated that the administration will re-address the period schedule again next year and if necessary they will look at it again this year.

Mr. Cote' stated that next year the nine-period day may be instituted as a pilot program.

Mr. Sims inquired if the administration will ask to meet with the Union regarding this matter.

Mr. Gonsalves stated that the five extra minutes, per day, for the nine-period day should have been brought before the union.

Mr. Cassidy stated that he believes in the related periods being very important, but the District does not have the money right now to compensate the faculty.

Mr. Gagliardi inquired if the juniors and seniors only have one related period? Mrs. Machamer responded yes.

Mr. Avellar stated that he does not want monetary compensation for five extra minutes and he knows that many of the staff feels the same way.

Mrs. Guenette stated that at the end of the year the staff was surveyed. She stated that she and Mrs. Machamer attended a conference and they discovered that Old Colony is not alone and many other vocational schools are trying to meet the academic requirements, while not affecting the vocational piece.

Mrs. Guenette stated that she is attending the next vocational principal's meeting in September and she may have some scheduling models to discuss at the September 23rd meeting.

The administration and school committee members discussed the Physical Restraint of Students NEPN Code: GBEBBB.

Mrs. Bourque had some questions regarding page 3 as to how parents would be notified by the principal regarding physical restraint of their son/daughter. She inquired if the parent could be notified by email if they so choose. Mrs. Guenette responded yes.

Mrs. Guenette discussed other revisions to the policy.

Mrs. Bourque stated that she would like the student handbook to align with the policy.

Mrs. Guenette informed the District Committee that Mr. Harrison's title is now Dean of Students.

On a motion duly made by Mr. David Hughes and seconded by Mr. Maurice St. Amand, it was unanimously

Voted: To approve the Physical Restraint of Students Policy NEPN Code: GBEBBB as recommended by the administration with the revisions discussed.

On a motion duly made by Mr. David Hughes and seconded by Mr. Gary Mansfield, it was unanimously

Voted: To approve the sale or disposal of surplus property in accordance with District Policy NEPN Code: DN as previously approved by the District School Committee.

The administration and school committee members discussed the student handbook.

Mr. Zienkiewicz inquired how the District determines the methods of communication between faculty and students after school hours?

Mrs. Machamer explained what methods of communication are allowed. She stated that faculty should communicate to an electronic communication from students within forty-eight hours. Faculty should always try to maintain professional boundaries.

Mrs. Machamer stated that texting between faculty and students is allowed for sports, co-op and faculty and students should communicate with school issued emails.

Mrs. Bourque commended Mrs. Guenette for her efforts on the student handbook.

On a motion duly made by Mr. David Hughes and seconded by Mr. Maurice St. Amand, it was unanimously

Voted: To approve the 2015-2016 Student Handbook revisions as recommended by the administration with revisions made by Mrs. Bourque.

The administration and school committee discussed NEPN Code: KF, KFA & KFA-R – Community Use of School Facilities.

Mr. Hughes stated that he had asked for this policy to be included on the agenda.

Mr. Hughes stated that it has been brought to his attention that we are asking some of our tax-paying communities to pay to use the facilities. He stated that they have never been charged in the past and he is not happy with the new situation.

Mr. Hughes stated that he knows that some of the member community organizations are upset with the new procedure and have backed out of using the facilities.

Mr. Hughes stated again that he does not feel this is right and he feels that any community that is part of the District should not be charged.

Mrs. Bourque stated that she agrees with most of what Mr. Hughes is stating, but she feels the fee amounts are outdated.

She stated that the policy states that there should be fees charges to use the facilities, but the past Superintendents chose not to charge fees. Mrs. Bourque stated that she is concerned with liabilities for organizations using the facilities.

Mr. Hughes made a motion to amend the policy to state that no fees would be charged to District community organizations to use the facilities.

Mr. Hughes stated that the Rochester Police Department was quoted a fee of \$700.00 to use the building. He stated that the Rochester Police services the District in many capacities at no charge.

Mr. Cote' responded that he had waived the fee to the Rochester Police Department.

Mr. Gagliardi inquired how many requests per year to use the building or fields?

Mrs. Guenette responded that there were between 30 to 50 requests. She stated that there are no weekend security personnel to open and close the building and someone from the maintenance staff would have to come in and be paid time and a half to open, close, and monitor the use of the building and a custodian would have to clean up to be ready for Monday morning for classes.

Mrs. Bourque recommended that a Subcommittee should be charged with reviewing policies and ensuring that they are updated and revised.

Mr. Cote' responded that the Future Planning Subcommittee initially established the policies and he would begin to have policies reviewed.

A motion was duly made by Mr. Sylvester Zienkiewicz and seconded by Mr. Gary Mansfield to table discussion regarding the Community Use of School Facilities.

Mr. Hughes rescinded his original motion.

On a motion duly made by Mrs. Bourque and seconded by Mr. David Hughes, it was unanimously Voted: That the policy NEPN Code KF, KFA, KFA-R Community Use of School facilities should state that the use of the facilities is at the discretion of the Superintendent, and he has the authority to waive fees when custodians are on duty, and when they are not on duty, fees would have to be charged.

A handout was distributed to the school committee members regarding the Superintendent's evaluation. Mr. Cote's evaluation elements are bulleted, which Mr. Cote' explained to the Committee. Mr. Gaglairdi, Chairman of the Evaluation Subcommittee, explained the procedure. He stated that the school committee members will be mailed a form and letter of direction on how to evaluate the Superintendent.

Mr. Gagliardi will meet with Mr. Cote' to compile a summation, hopefully by the September 23rd meeting and Mr. Cote's evaluation will be presented.

Mrs. Guenette and Mrs. Machamer conducted a brief presentation on the Old Colony Start Page and the Faculty Intranet. They reviewed information that is available to the faculty on this site.

Mrs. Machamer stated that eventually the District Policies will be posted on our school website and the school committee members will be able to view them.

The next meeting is scheduled for Wednesday, September 23, 2015 at 6 pm in the cafetorium.

The meeting was adjourned at 8:00 pm.

Respectfully submitted,

**Rosemarie Canessa
District Committee Secretary**

Mr. Stephen Cassidy, Chairman

Date