

ESSEX NORTH SHORE AGRICULTURAL & TECHNICAL SCHOOL DISTRICT
562 MAPLE STREET, HATHORNE, MA 01937-0346

REGULAR MEETING

MINUTES

FEBRUARY 26, 2015

MEMBERS PRESENT: G.R. Harvey, Essex, Chairman
M. Sweeney, Marblehead, Vice Chairman
M. Amato, Boxford
W. Marquis, Danvers
M. Teixeira, Gloucester
D. Ketcham, Hamilton
P. Anderson, Lynnfield
J. Sabella, Manchester
L. Bonfanti, Peabody
B. Perkins, Rockport
T. St. Pierre, Salem
W. Jackson, Swampscott (Arrived 7:32 p.m.)
C. Robinson, Topsfield
W. Nichols, Wenham

MEMBERS ABSENT: L. Siewko-Story, Department of Agriculture
M. Patterson, Department of Agriculture
Department of Agriculture
D. Blake, Beverly
Middleton
Nahant

OTHERS PRESENT: D. O'Connell, Superintendent-Director
B. Morgan, Principal
M. Znamierowski, Business Manager
C. Worth, District Treasurer
C. Levesque, Recording Secretary
H. Marchant, Student Representative
A. Marquis, Student Representative

1. Call to Order

The meeting was called to order at 7:04 p.m. The recording secretary called the roll. It was noted that a quorum was present.

2. Tentative Annual Meeting Minutes of January 8, 2015 for Approval

A motion was made by Mrs. Sweeney and seconded by Ms. Teixeira and VOTED to approve the Tentative Annual Meeting Minutes of January 8, 2015 as presented. Abstentions: Mr. Bonfanti and Mr. Robinson.

3. Student Representatives Report – Ms. Marchant and Ms. Marquis

Ms. Marquis reported that FFA week started on February 23rd. Some of the events held were a spaghetti dinner celebration on February 25th. The FFA state officers had a Greenhand Design Presentation to 9th grade students which was very well attended.

Ms. Marchant reported that in November 12 students attended a Skills/USA leadership academy. Student Prabhjyot (PJ) Kaur, an IST junior from Danvers, will run for State Officer representing Essex Technical High School.

Ms. Marchant reported that many students participated in the winter athletic programs.

Ms. Marchant reported that girl's basketball qualified for state tournament but were defeated by Lowell Catholic. The Lady Hawks ended their season with a winning record of 10-9. The boys' basketball team finished 12-8 and qualified for state tournament. Their opponent is Manchester/Esses and is scheduled for tonight at Essex Technical High School.

Jackson Leete, a sophomore from Danvers, finished 5th in the Division 3 State Wrestling Championships and will be wrestling at the all states championship at Salem High School on February 27th.

4. Business Manager's Report

Mrs. Znamierowski reported that the July 31, 2014 and August 31, 2014 Balance Sheets were included in the packet. She stated that cash flow for the district is going smoothly.

Mr. Nichols asked Mrs. Znamierowski when the cities and towns could expect to receive their assessments. Mrs. Znamierowski answered that assessments will be available after the Governor Baker releases the State's budget.

A motion was made by Dr. Anderson and seconded by Mrs. Sweeney and VOTED unanimously to accept the July 31, 2014 and August 31, 2014 Balance Sheets and place on field for audit.

5. Owners Project Manager Report – Mr. Kevin Nigro

Mr. Nigro stated that he has been working on MSBA reimbursements with Mrs. Znamierowski and Mrs. Worth and today \$450,000.00 was wired to the district from MSBA.

Mr. Nigro reported that he and Mr. Burke continue to work with Gilbane Co. and audit and review all invoices with MSBA to insure that the district receives the maximum reimbursement.

Mr. Nigro reported that the Punch List stated with 10,540 items and as of today there are 175 open items. Gilbane Co. is disputing 68 of those items and Mr. Nigro will assign a value to the 68 items. Mr. Nigro stated that a list of the items will be available at the next School Building Committee.

Mr. Nigro is scheduled to meet with Gilbane Principals next week. He is also scheduled to meet with Mannafort to address issues with the sod and irrigation.

Mr. Robinson asked for examples of the punch list items Gilbane was disputing. Mr. Nigro answered some very large flooring gaps, paint finish, etc.

Mr. Nigro reported that all of the costs to replace the Fish Barn have been submitted to the insurance company. In the interim the Small Animal Barn will be used for the curriculum.

DesignPartnership Invoice No. 10949

A motion was made by Mr. St. Pierre and seconded by Ms. Teixeira and VOTED unanimously to approve payment for Professional Services from November 10, 2014 to December 12, 2014 in the amount of \$79,133.00.

Gilbane Co. Requisition

A motion was made by Mr. St. Pierre and seconded by Mr. Marquis and VOTED unanimously to approve Gilbane Application 31 not to exceed \$1,189,187.66.

Change Order 12, 13, 14

A motion was made by Mr. St. Pierre and seconded by Ms. Teixeira and VOTED unanimously to approve Change Order #12 in the amount of \$205,911.00.

A motion was made by Mr. St. Pierre and seconded by Mr. Marquis and VOTED unimously to approve Change Order #13 in the amount of \$61,512.00.

A motion was made by Mr. St. Pierre and seconded by Ms. Teixeira and VOTED unanimously to approve Change Order #14 in the amount of \$195,537.00.

6. Communications

Communications included in the packet were read and accepted.

Notice of Resignation

A motion was made by Mrs. Sweeny and seconded by Dr. Anderson and VOTED unanimously to accept with regret Ms. Susan Richardson's resignation as special educator and reading specialist effective January 30, 2015.

Agenda Item 8a was taken out of order.

Mr. Morgan reviewed Essex Technical High School's Security Desk Protocol for outside guests for the bakery, restaurant, cosmetology, a tour, etc. Mr. Morgan added that only the front door is open between the hours of 8:00 a.m. to 2:30 p.m. and all other doors are locked.

7. Superintendent-Director's Report – Mr. O'Connell

October 1 Enrollment – Weighted Vote

Mr. O'Connell explained that as required by the District Agreement, the weighted votes are adjusted to reflect the student enrollment as of October 1. A breakdown of the weighted vote by community and student enrollment was provided.

Negotiations

Mr. O'Connell reported that the AFT representative and legal counsel for the district meet to address areas and exchange proposals. However, this continues to be a very slow process.

Negotiations with AFSCME - bus drivers is very close to reaching an Agreement.

Mr. O'Connell stated that negotiations with AFSME support staff are disappointing. The charges that were filed with the Department of Labor remain active. Mr. O'Connell agreed to follow the AFSCME contract and the executive board of AFSCME voted not to withdraw the charges even though they offered to withdraw them at two regular sessions. Mr. O'Connell feels he has been very collaborative with this group of employees.

Facility and Construction Updates

The main building is making progress and maintenance tickets seem to be decreasing. The buildings across the street have had some heat issues, leaks, lack of hot water and construction issues with the replacement windows in Smith Hall. A pipe burst in the Science Building and everything was destroyed on all 3 floors of the building.

Merging snow equipment from both schools positively benefited the removal of snow. Mr. O'Connell complimented Cliff Taylor, Farmstead Manager, Daniel O'Connell, Jr., Silvio Bandeira, Wes Leavitt, Matt Bixby, Doug Fowler, Alan Guyotte, Brian Bell, Barbara Smith, Raul Pinheiro and Alwynne Blake for their work ethic allowing the school to open in a timely manner after all the major snowstorms.

During the off hours it was discovered that 3 boilers were not working at the high school. The sub-contractor was called in and was successful in restarting the boilers.

School Calendar

Mr. O'Connell reported that school was cancelled seven days due to inclement weather and there is no disruption to the school calendar during vacations, weekends or holidays. At this time the last day of school is June 25, 2015.

8. Principal's Report

Out of State Field Trip Requests

A motion was made by Dr. Anderson and seconded by Mr. Marquis and VOTED unanimously to approve two out of state field trip requests. The first request is to the Annual American Youth Horse Council in Redmond, Oregon from March 26-30, 2015. The second for the Senior Companion Animal class to attend the Westminster Dog Show in New York City, NY from February 14, 2015 to February 16, 2015.

Out of the Country Field Trip Request

A motion was made by Dr. Anderson and seconded to by Mr. St. Pierre and VOTED unanimously to approve a European Trip to Switzerland, Germany and Italy from April 14-23, 2017. Mr. Morgan explained that purpose of the early submission for this trip is to secure a substantial discount for the cost of the trip. Approximately 45 students will be chosen based on selection criteria i.e. grades, attendance, discipline and teacher recommendation. Four members of the faculty will chaperone this trip.

Mr. Morgan reported that earlier this evening he was handed 3 Out of State Field Trip Requests that were not included in the packet. Mr. Bonfanti and other members of the Committee expressed concern as they are not receiving these requests in a timely manner and is a significant change to protocol and could open the district up to liability.

After discussion, a motion was made by Mr. St. Pierre and seconded by Mr. Marquis and VOTED to approve the Out of State Field Trips – March 13-14, 2015 Dairy Judging Team to Cordell University, Ithaca, NY; March 21, 2015 FFA Horse Judging, Exeter, NH; and April 2, 2015 Equine to New England Equine Surgical Hospital, Dover, NH. Mr. Sabella voted NO.

Graduation Rate

Mr. Morgan reported the 4 Year (2011-2014) Graduation Rate for Essex Agricultural 99.1% and North Shore Technical High School was 99.0%. Mr. Morgan stated that these were over the state average which was 89%.

March and May MCAS Administration

Mr. Morgan reported that due to the number of snow days DESE has given districts the choice to either keep MCAS dates as scheduled or to delay a week. Essex Technical High School has decided to delay administering MCAS.

ELA – 3/31 (Sessions 1 & 2) – 4/1 (Session 3) and 4/2 Long Composition

Mathematics – 5/9 (Session 1) and 5/20 (Session 2)

Biology – June 8 (Session 1) and 6/9 (Session 2)

Seniors will have a late start for both the ELA and Mathematics MCAS in order to ensure that there are enough proctors to administer the tests.

9. Old Business

There was no Old Business to report.

10. Sub-Committee Reports

Finance & Property Sub-Committee

Mr. O’Connell gave an overview of the FY16 Preliminary Budget at \$25,833,392.00 which is under level funded by \$950,000.

Mr. O’Connell stated that in FY15 there were 29 “Unknowns” and in FY16 there are 5 “Unknowns.” The FY16 “Unknowns” are Chapter 74 tuition and Chapter 70 Aid, 9c Transportation, Health Insurance increase, Utilities, Federal Entitlement Grants.

Mr. O’Connell reported on some highlights of the budget:

- Agricultural Technical revolving funds are in great shape if equipment needed to be replaced
- E & D Account
- Privatized third shift cleaning the gymnasium, athletics building, locker room, etc. at a significant cost savings
- Hiring multi-licensed teachers, guidance staff dual certification as Guidance/Adjustment Counselor

Mr. Marquis asked if the FY16 FTE’s were the same. Mr. O’Connell stated that while developing the schedule it was discovered that juniors and seniors from all three schools followed different scope and sequence of classes, so we redid the school three times to accommodate the students.

Mr. Robinson commended Mr. O’Connell and Mrs. Znamierowski for submitting a level surface budget while continuing to deliver the same curriculum and services to the students.

Mr. O’Connell replied that he will never cut services that would have an adverse effect on students.

Ms. Teixeira stated that the Committee needs to be prepared to vote on the FY16 Budget at the March 12, 2015 school committee meeting.

Mr. Marquis asked if updates would be available to members of the Committee. Mr. O’Connell answered that he expects to have an update for utilities but feels confident it would not negatively affect the budget. Mr. O’Connell added that the transportation company is going well and will be buying two new buses which are included in the FY16 Budget.

Mr. Harvey stated that a Public Hearing is scheduled for March 12, 2015 at 6:30 p.m. and the Regular Meeting will follow and members should be prepared to vote on the budget at that meeting.

Mrs. Znamierowski asked the Committee for authority to release the FY16 Preliminary Budget with assessments. Discussion followed and members agreed to take action on this item after the March 12, 2015 vote of the School Committee.

FY15 Assessment Analysis

Mr. O’Connell referred to the FY2015 Assessment Analysis that was included in the packet. This includes \$374,740.00 of “pot hole” from the State. Mr. O’Connell stated that he feels that politically this is the correct thing to do and is requesting the Committee appropriate \$188,892.00 from the E&D account and use these funds to reduce FY15 assessments for those communities that under appropriated their FY15 assessment by more than the additional Ch. 70 and Perkins funds that communities received in error. This recommendation would also meet the April 1 enrollment numbers that were agreed to by the district.

Members discussed communities that appropriated the correct amount vs. communities that did not.

Mr. Robinson pointed out that the preliminary assessments communities received from DESE were under anticipated enrollment.

A Roll Call Vote was taken:

A motion was made by Mr. Perkins and seconded by Ms. Teixeira to appropriate \$188,892.00 from E&D to reduce FY15 assessments, as recommended by the Finance Sub-Committee.

YES – Boxford, Danvers, Gloucester, Hamilton, Lynnfield, Manchester by the Sea, Rockport, Salem, Swampscott, Topsfield, Wenham, Marblehead, Essex

NO - Peabody

YES – 13 WEIGHTED – 21

NO – 1 WEIGHTED – 4

Motion Carries.

There was no meeting or report by the **District Policy Sub-Committee.**

There was no meeting or report by the **Personnel Policy Sub-Committee.**

11. Old Business

There was no Old Business to report.

12. Warrant

A motion was made by Dr. Anderson and seconded by Mrs. Sweeney and VOTED unanimously to accept the warrant of February 26, 2015 and place it on file for audit.

13. Executive Session

A motion was made by Mr. St. Pierre and seconded by Dr. Anderson to enter into Executive Session to conduct strategy session in preparation for negotiations with union personnel and not to reconvene in Open Session.

A Roll Call Vote was taken to enter Executive Session.

YES – Boxford, Danvers, Gloucester, Hamilton, Lynnfield, Manchester by the Sea, Peabody, Rockport, Salem, Swampscott, Topsfield, Wenham, Marblehead, Essex

NO - None

YES – 14

WEIGHTED – 25

NO – 0

WEIGHTED – 0

Motion Carries Unanimously.

The Essex North Shore Agricultural and Technical School Committee entered Executive Session at 9:43 p.m.

The Essex North Shore Agricultural and Technical School Committee returned to Regular Session at 10:02 p.m.

13. Adjourn

A motion was made by Mrs. Sweeney and seconded by Dr. Anderson and VOTED unanimously to adjourn.

Mr. Harvey, Chairman, declared the meeting adjourned.

The Essex North Shore Agricultural and Technical School Committee adjourned at 10:05 p.m.

Respectfully submitted,

Secretary

All reference documents and reports are filed in the Superintendent-Director's office.