

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

REGULAR MEETING

MINUTES

JUNE 19, 2014

MEMBERS PRESENT: G.R. Harvey, Essex, Chairman  
M. Patterson, Department of Agriculture, Vice Chairman  
L. Bonfanti, Peabody, Secretary  
L. Siewko-Story, Department of Agriculture (Arrived at 7:08 p.m.)  
R. Fravel, Danvers  
M. Teixeira, Gloucester  
D. Ketcham, Hamilton  
P. Anderson, Lynnfield  
J. Sabella, Manchester  
M. Sweeney, Marblehead  
E. Weitzler, Middleton  
T. St. Pierre, Salem

MEMBERS ABSENT: D. Blake, Beverly  
Boxford  
Department of Agriculture  
Nahant  
B. Perkins, Rockport  
W. Jackson, Swampscott  
C. Robinson, Topsfield  
W. Nichols, Wenham

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

1. Call to Order

The meeting was called to order at 7:03 p.m. The recording secretary called the roll. It was noted that a quorum was present.

2. Tentative Regular Meeting Minutes of May 15, 2014 for Approval

A motion was made by Ms. Teixeira and seconded by Dr. Anderson and VOTED to approve the Tentative Regular Meeting Minutes of May 15, 2014 as amended:

Record Mr. Ketcham as Present...and under Communications, page2 - delete Tiesi and replace with Tisei

Abstention: Mrs. Sweeney

A motion was made by Dr. Patterson and seconded by Ms. Teixeira and VOTED unanimously to move Item 7c Europe Senior Student Field Trip out to order.

Mr. Morgan introduced Ms. Karen McKay and Ms. Nicole Grace, Essex Agricultural teachers. Ms. McKay stated that she has chaperoned the European Field Trip for seniors and welcomes the opportunity to present information to the Committee. Ms. McKay also stated that she appreciates the support of Mr. O'Connell and Mr. Morgan regarding the European Field Trip.

Ms. McKay stated that this is a very valuable, educational, cultural and traditional field trip. Mr. Morgan stated that Essex Agricultural senior students have participated in the trip since 2007. This trip is during April vacation and they leave the Thursday before vacation. Students are aware that it is their responsibility to make up any class work missed while away.

Ms. McKay stated that in the past they visit between 2-4 countries, but this coming year the itinerary includes visits to England and France. Approximately 60 students attend and are chaperoned at a 9:1 ratio. The cost per student is approximately \$3,200.00 and each student participates in fundraising efforts to help to defray the cost. Over the past six years there have been no issues with the students that attended the trip. They are accompanied by a Boston tour guide and the itinerary is tailor made for the students.

Mr. O'Connell asked what some of the fundraisers are. Ms. McKay replied that Yankee Candle is the most popular and the group profits 40% of the original sales. Also, they have sold gift cards i.e. LL Bean and receive a percentage for each card sold.

Mrs. Sweeney asked if this trip is available to students in all grades. Ms. McKay answered that it is only available to students in their senior year. Student's recommendations include their cumulative, attendance, grades and teacher recommendation in their junior year. This allows for students to fundraise for two years.

Dr. Patterson stated that as a member of the Essex Aggie Board of Trustees he is in support of the trip. The students represent the school well and there have been no discipline issues. In the past, when the students return they have reported to the Board of Trustees on their experience abroad. Dr. Patterson stated that the educational value is enormous and some students may not ever get a chance to travel abroad.

Mr. O'Connell recommends that the Committee accept a motion for support of the student's trip to Europe.

A motion was made by Mrs. Sweeney and seconded by Mrs. Weitzler to support a trip to Europe for students in their senior year. Mrs. Sweeney asked that Ms. McKay supply the committee with information regarding the company that the trip is booked with. Ms. McKay agreed to get this information to the committee. Mrs. Weitzler asked if students enrolled in the agricultural programs would be considered for the trip. Ms. McKay answered that this opportunity will be available to all senior students that meet the criteria. After discussion, it was VOTED unanimously to support the Europe Field trip for senior students.

### 3. Business Manager's Report

Mrs. Worth, Treasurer, reviewed the May 31, 2014 Balance Sheet and the Profit and Loss statements.

A motion was made by Dr. Anderson and seconded by Mrs. Sweeney and VOTED unanimously to approve the Balance Sheet of May 31, 2014 and place it on file for audit.

A motion was made by Dr. Anderson and seconded by Mrs. Sweeney and VOTED unanimously to approve the May 2014 Profit and Loss Statement and place it on file for audit.

Mrs. Znamierowski reported that the Section 125 Summary Plan Description was included in the packet. She offered that she has a more detailed plan and she will forward to members if they would like to review it. Mrs. Znamierowski stated that this plan allows the district to prepay the premiums for health and dental, which she worked on to have in place before July 1<sup>st</sup>.

A motion was made by Mrs. Weitzler and seconded by Dr. Anderson and VOTED unanimously to accept the Section 125 Plan as presented.

Mrs. Znamierowski reported that she'll have a North Shore Regional Vocational School District warrant at the end of June. All grants will be closed out as of June 30<sup>th</sup> and the Essex Agricultural Business Manager is doing the same.

Mr. O'Connell stated that he is confident that each district will be able to contribute \$300,000 to E&D.

Mrs. Znamierowski reported that the assessments are still in flux and will meet with Mr. O'Connell to determine the enrollment numbers assessed to each community. The Department of Elementary & Secondary Education remains uncooperative and continues to refuse to adjust the enrollment figures.

4. Communications

Communications included in the packet were read and accepted.

5. Owner's Project Manager Report – Mr. Kevin Nigro

Mr. Nigro was not present at tonight's meeting.

A motion was made by Mrs. Weitzler and seconded by Mrs. Sweeney and VOTED unanimously to authorize ATP's by the School Building Committee as the process moves forward.

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

Merger Transition Plan Update

Mr. O'Connell reported that administrators continue to work on the items and as of today thirty (30) items were updated to either "complete" or "in progress" status. At this time approximately 60-65% items have been completed.

Mr. Harvey thanked the administrators for their efforts and due diligence in completing many of the items.

Negotiations Update

Mr. O'Connell reported that there have been two negotiation meetings with AFSCME representing the bus drivers. The meetings have been cordial, collaborative and presented in a professional environment.

Ms. Kimani reported that AFT has selected a negotiating team – members from Essex Aggie, Joyce Kimani, Michael Grace; from North Shore Tech, Steve Louizos, Mark Blanchette, Tom Forsyth and Scott Hatch from Peabody and the AFT representative. Ms. Kimani stated that at this time the first priority of the negotiating team is to negotiate a contract before electing officers.

Mr. O'Connell commended Ms. Kimani for her due diligence in keeping all teachers informed of the status of negotiations and healthcare.

Mr. O'Connell stated that there are some time sensitive issues that would need to be negotiated quickly and he has legal counsel reaching out to Mr. Walter Armstrong, Field Representative for AFT.

Mr. O'Connell reported that he will issue an email to all employees that salaries will remain at the FY14 salary schedule until successful negotiations are complete. This is not meant as a punitive action, but there is no salary schedule for FY15.

Healthcare Update

Mr. O'Connell reported that Ms. Joyce Kimani is here tonight and has agreed to sign the Health Trust Participation Agreement.

501(c)(3) Update – Fourth Annual Golf Tournament

Mr. O'Connell reported that the Fourth Annual Golf Tournament is scheduled for Monday, July 21<sup>st</sup>, registration begins at 6:30 a.m. and an 8:00 a.m. shotgun start. Participants will receive a golf shirt with an appliqué of a Hawk, the school's mascot.

### Sports Complex Update

Mr. O'Connell reported that the Inspector General supports the intent of the amendment language to the Legislation for a 25 year land lease. After the state's budget is approved the legislation should be on the Governor's desk for his signature.

### 2014-15 Proposed School Committee Meeting Schedule

A motion was made by Mrs. Sweeney and seconded by Dr. Anderson and VOTED unanimously to approve the 2014-15 Proposed School Committee Meeting Schedule.

### MASC/MASS Joint Conference

Please notify Mrs. Levesque if you plan to attend the Joint Conference in November and she will make the reservations for the hotel and register for the conference.

### Recommend to Administer the MCAS Exam in 2015

Mr. O'Connell will defer to Mr. Morgan.

Mr. Morgan stated that he and the Administrative Team unanimously recommends to this Committee that the district administer the MCAS exam in 2015. Mr. Morgan stated that the administration does not feel it is advantageous to administer the PARCC exam at this time.

A motion was made by Mrs. Weitzler and seconded by Mrs. Sweeney and VOTED unanimously that the district administer the MCAS exam in 2015.

Ms. Teixeira stated that the Gloucester School Committee will reconsider their recommendation to administer the PARCC exam.

## 7. Principal's Report – Mr. Brad Morgan

### 2014-15 School Year Calendar

Mr. Morgan reported that the calendar is based on 185 days which includes 1 day for Open House, 4 full Professional Development days. Early release days have been substantially cut. Senior week includes graduation all within 1 week's time frame. Mr. Morgan explained that due to the DESE scheduling Biology MCAS on the 2<sup>nd</sup> & 3<sup>rd</sup> of June the Senior Prom is scheduled for the day before graduation.

A motion was made by Ms. Teixeira and seconded by Mr. Ketcham and VOTED unanimously to adopt the 2014-15 School Year Calendar as presented.

### Out of State Field Trip

A motion was made by Mrs. Sweeney and seconded by Mrs. Weitzler and VOTED unanimously to approve an Out of State Field Trip to attend High 5 Adventure Learning Center in Brattleboro, VT August 5-7, 2014.

## 8. Old Business

There was no Old Business to report at this time.

## 9. Sub-Committee Reports

### **Finance & Property Sub-Committee**

#### Vote to Incur Debt

A Motion was made by Dr. Anderson and seconded by Mr. St. Pierre and VOTED unanimously to authorize that the District Treasurer is hereby authorized pursuant to Chapter 463 of the Acts of 2003 with the approval of the Chairman of the District Committee to borrow money from time to time in anticipation of revenue for the fiscal year beginning July 1, 2014 and to issue a note or notes therefore, payable within one year, and to renew any note or notes as may be given for a period of less than one year in accordance with General Laws, Chapter 44, Section 17.

Chapter 74 Vocational Technical Education Nonresident Tuition Rates 2014-15

A motion was made by Dr. Anderson and seconded by Mrs. Sweeney and VOTED unanimously to approve the 2014-15 Nonresident Tuition Rate of \$18,294.00 per student as established by the Department of Elementary & Secondary Education.

**District Policy Sub-Committee**

Dr. Patterson, Chair of District Policy, due to the timely nature of the manual, recommends the Committee waive three readings and adopt the Policy Manual as presented.

A motion was made by Mr. Ketcham and seconded by Dr. Anderson and VOTED unanimously to waive three readings of the Essex North Shore Agricultural & Technical School District's Policy Manual.

A motion was made by Dr. Patterson and seconded by Mr. Fravel and VOTED unanimously to adopt the Essex North Shore Agricultural & Technical School District's Policy Manual as of June 19, 2014.

There was no meeting of the **Personnel Policy Sub-Committee**.

10. New Business

Mr. Harvey thanked Dr. Patterson for offering him a seat on the stage at the Essex Aggie graduation ceremony. Mr. Harvey stated that he was honored to distribute diplomas to a number of the graduates.

11. Warrant

A motion was made by Dr. Anderson and seconded by Mrs. Sweeney and VOTED unanimously to accept the warrant of June 19, 2014 and place it on file for audit.

12. 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 8:40 p.m.

Respectfully submitted,

Secretary

There were no handouts at this meeting

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