

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

REGULAR MEETING

MINUTES

JULY 17, 2014

MEMBERS PRESENT: G.R. Harvey, Essex, Chairman  
M. Patterson, Department of Agriculture, Vice Chairman  
L. Siewko-Story, Department of Agriculture  
R. Fravel, Danvers  
M. Teixeira, Gloucester  
D. Ketcham, Hamilton  
P. Anderson, Lynnfield  
J. Sabella, Manchester  
M. Sweeney, Marblehead  
E. Weitzler, Middleton  
B. Perkins, Rockport  
T. St. Pierre, Salem  
W. Jackson, Swampscott  
W. Nichols, Wenham

MEMBERS ABSENT: L. Bonfanti, Peabody, Secretary  
D. Blake, Beverly  
Boxford  
Department of Agriculture  
Nahant  
C. Robinson, Topsfield

OTHERS PRESENT: D. O'Connell, Superintendent-Director  
M. Znamierowski, Business Manager  
K. Nigro, PMA  
D. Colli, DesignPartnership of Cambridge  
C. Worth, District Treasurer  
C. Levesque, Recording Secretary

1. Call to Order

The meeting was called to order at 7:06 p.m. The recording secretary called the roll. It was noted that a quorum was present.

2. Tentative Regular Meeting Minutes of June 19, 2014 for Approval

A motion was made by Mrs. Sweeney and seconded by Ms. Teixeira and VOTED to approve the Tentative Regular Meeting Minutes of June 19, 2014 as presented. Abstentions: Mr. Jackson, Mr. Perkins and Mr. Nichols

3. Business Manager's Report

Mrs. Znamierowski reviewed the June 30, 2014 Balance Sheet and the Profit and Loss statements. Mrs. Znamierowski stated that beginning July 1<sup>st</sup> the Balance Sheet will be a combination of North Shore Tech, Essex Aggie and the Essex Tech.

A motion was made by Dr. Anderson and seconded by Mrs. Sweeney and VOTED unanimously to approve the Balance Sheet of June 30, 2014 and place it on file for audit.

As a point of information Mr. O'Connell stated that the bonding cost of \$64,000.00 was rolled into the construction project and is part of the final bonding as opposed to being charged to the district's operating budget.

Essex North Shore Agricultural & Technical School Committee

July 17, 2014  
Approved: August 21, 2014

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

School Lunch Program – SY 2014-15

Mrs. Znamierowski reported that the recommended 2014-15 school lunch prices are an increase for Essex Aggie students, but not for former North Shore Tech students. Mrs. Clarke, Food Services Director, will notify former Essex Aggie students of the increase.

A motion was made by Dr. Anderson and seconded by Ms. Teixeira and VOTED unanimously to adopt the recommended school lunch prices for the 2014-15 school year.

Student (Regular)	Breakfast \$2.75	Lunch \$3.50
Student (Reduced)	Breakfast .30*	Lunch .40*
	*Subject to change by USDA	
Adult	Breakfast \$3.00	Lunch \$4.00

Diesel Fuel Bid #2015-01

A motion was made by Mrs. Sweeney and seconded by Mrs. Weitzler and VOTED unanimously to award Bid 2015-01, On Road Ultra Low Sulfur Diesel Fuel to Townsend Oil Company, Inc. the sole bidder at a floating price of \$.28 per gallon over tank car prices (\$3.2139/gallon on 07/09/2014).

4. Communications

Mr. O’Connell reported that North Shore Magazine will feature a story on Essex Technical High School in the September edition, which will highlight the BioTech program. The reporter met with Ms. LaPorte, BioTech Teacher; a Sophomore Student; Ms. Sullivan, CTE Director; Ms. White, Curriculum, Instruction and Assessment; Mr. O’Connell and Mr. Harvey.

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

Mr. Nigro reported that the demolition of Berry Hall is almost complete. Gilbane Co and the architect punchlist are complete in Building Section A, B, parts of C and D. Furniture, fixtures and equipment deliveries began for administration suites. Building E – completing lift and air unit installations. District contractors began rigging equipment from Peabody and NST into the new building. Building G – (Landscape/Mason) all major trades are completing final installations. Exterior sidewalks, parking and paving are underway. Building D – Greenhouse structure and equipment is 90% complete. Wiring of equipment underway along with wall panels and building envelope work. Gym bleacher installation is complete. Delivery for the fitness room has begun. Distributed dining, lobby of A, C & D Main final lighting, wood ceilings, benches and display cabinets are 95% complete. Final painting is taking place throughout Buildings A, B, D, & F.  
Basement and window demolition began at Smith Hall.

Mr. Nigro stated that he expects the building to have substantial completion by August 1<sup>st</sup>, which will allow teachers and administrators to organize their offices and classrooms.

Mr. O’Connell stated that the building is in pretty good shape, but its “been a rough landing.”

Mrs. Sweeney asked Mr. Nigro if the school will open August 25, 2014. Mr. Nigro answered that there is no plan B, it has to open. Mr. O’Connell added that he is very concerned about the athletic fields and moving into the building will be very close!

Mr. O’Connell stated that there’s a grey area between August 1<sup>st</sup> and August 25<sup>th</sup> – very, very concerned. There are 3 or 4 major issues and needs help from Danvers i.e. irrigation, backflow and the WAMP fee.

Mr. O'Connell reported that secretarial, business office and administrators are working at North Shore Tech. Mr. Taylor, Farm Manager, and Mr. Leveque, Facilities Manager, will be working at the new building. All maintenance and custodial staff will also be working at the new building.

Mr. O'Connell stated that he has faith in Mr. Nigro, OPM, and Mr. Colli, DesignPartnership and their teams, but teachers need time to prepare their rooms for the school year.

Ms. Teixeira asked Mr. Nigro what he thought about the school being completely ready on August 25th. Mr. Nigro answered that possibly Building G may not be complete.

Mr. Nigro explained that there is a difference between building completion and occupancy completion. There is a contractual obligation for Gilbane Co. and Mr. Nigro believes Gilbane can meet that obligation.

Ms. Teixeira asked what the penalty to Gilbane is after August 1<sup>st</sup>. Mr. Nigro answered \$2,000.00 per day.

#### Authorization to Proceed (ATP)

A motion was made by Mr. St. Pierre and seconded by Ms. Teixeira and VOTED unanimously to approve Out of Scope ATP's in the amount of \$40,738.00, as recommended by the School Building Committee.

A motion was made by Mr. St. Pierre and seconded by Ms. Teixeira and VOTED unanimously to approve ATP's 362, 367, 369, 380, 382, 393 and 401 in the amount of \$27,293.00, as recommended by the School Building Committee.

#### Invoices and Requisitions Review and Approval

A motion was made by Mr. St. Pierre and seconded by Ms. Teixeira and VOTED unanimously to approve Invoice #0000010 from CDW Consultants, Inc. in the amount of \$2,356.00, as recommended by the School Building Committee.

A motion was made by Mr. St. Pierre and seconded by Ms. Teixeira and VOTED unanimously to approve DesignPartnership Invoice No. 10886 in the amount of \$83,887.00, as recommended by the School Building Committee.

A motion was made by Mr. St. Pierre and seconded by Ms. Teixeira and VOTED unanimously to approve Envirosafe Invoice in the amount of \$2,070.50, as recommended by the School Building Committee.

A motion was made by Mr. St. Pierre and seconded by Ms. Teixeira and VOTED unanimously to approve Gilbane Co. Invoice #26 not to exceed the amount of \$3,041,283.63, as recommended by the School Building Committee.

A motion was made by Mr. St. Pierre and seconded by Ms. Teixeira and after discussion VOTED unanimously to roll \$64,601.32 for bonding costs into the construction project, which meets MSBA approval for the current year.

A motion was made by Mr. St. Pierre and seconded by Ms. Teixeira and VOTED unanimously to approve a Mannafort Bros Invoice in the amount of \$110,480.00 for delivery of SOD for the three athletic fields.

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

##### Merger Transition Plan Update

Mr. O'Connell reported that the administrators continue to work on the Merger Plan items and as of today ninety-seven (97) items were updated to either "complete" or "in process" status.

### Negotiations Update

Mr. O'Connell reported that there have been two negotiation meetings with AFSCME representing the bus drivers. The meetings have been collaborative and presented in a professional environment. Mr. O'Connell stated that the last scheduled meeting was postponed but expects to have the meeting rescheduled soon.

Mr. O'Connell stated that the American Federation of Teachers (AFT) supports Interest Based Bargaining for the upcoming negotiations. Mr. O'Connell will schedule a date to meet to set ground rules for negotiations and schedule future dates for bargaining sessions.

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

Mr. O'Connell reported that volunteers are needed at the Fourth Annual Golf Tournament on 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 after the state's budget is approved the legislation for the Sports Complex will be on the Governor's desk for his signature.

### Assessment & Budget Update

Mr. O'Connell reported that the issues with Ch. 70 Aid continue and DESE remains uncooperative with his request to verify the October 1 student enrollment. The funds received for the Perkins Grant were decreased and after investigating he found that DESE allocated the funds for the Essex Aggie students back to their sending communities.

### 2014-15 School Choice Status

A motion was made by Mrs. Weitzler and Dr. Anderson and VOTED unanimously to accept School Choice students for the 10<sup>th</sup> and 11<sup>th</sup> grade that meet the admissions criteria.

## 7. Old Business

There was no Old Business to report at this time.

## 8. Sub-Committee Reports

There was no meeting or report by the **Finance & Property Sub-Committee**.

### **District Policy Sub-Committee**

Dr. Patterson recommends the attached policies, ADA Background Checks and ADDA-R DCJIS Model CORI Policy for a first reading. The second reading will take place at our August 14, 2014 meeting for a second reading and vote of approval.

### **Personnel Policy Sub-Committee**

Mrs. Sweeney reported on major areas discussed at the sub-committee that met earlier in the evening. Mr. Nichols asked if the members of the committee would still discuss their ratings/comments on the Superintendent-Director's evaluation tool. Mr. O'Connell replied yes, that will continue to be part of the evaluation process.

## 9. New Business

Mr. Harvey stated that he expects the Commissioner of the Department of Agriculture to make an appointment and asked members to review their Bios and make adjustments accordingly.

## 10. Warrant

A motion was made by Dr. Anderson and seconded by Mrs. Sweeney and VOTED unanimously to accept the warrant of July 17, 2014 and place it on file for audit.

11. Executive Session

A motion was made by Mr. Jackson and seconded by Mr. Perkins to enter into Executive Session to discuss strategy with respect to collective bargaining and to reconvene in Open Session.

A roll call vote was taken to enter Executive Session.

YES – Dr. Story, Mr. Fravel, Ms. Teixeira, Mr. Ketcham, Dr. Anderson, Mr. Sabella, Mrs. Sweeney, Mrs. Weitzler, Mr. Perkins, Mr. St. Pierre, Mr. Jackson, Mr. Nichols, Dr. Patterson and Mr. Harvey  
NO – None

YES – 14                      WEIGHTED – 21  
NO – 0                        WEIGHTED – 0

Motion Carries Unanimously.

The Essex North Shore Agricultural and Technical School Committee entered Executive Session at 8:20 p.m.

The Essex North Shore Agricultural and Technical School Committee returned to Regular Session at 8:35 p.m.

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 8:37 p.m.

Respectfully submitted,

Secretary

The June 19, 2014 Tentative Regular Meeting Minutes were distributed at the meeting.

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