

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

REGULAR MEETING

MINUTES

JULY 30, 2015

MEMBERS PRESENT: G.R. Harvey, Essex, Chairman  
L. Siewko-Story, Department of Agriculture, Secretary  
D. Blake, Beverly  
M. Amato, Boxford  
W. Marquis, Danvers  
M. Teixeira, Gloucester  
D. Ketcham, Hamilton  
J. Sabella, Manchester  
A. Liteplo, Middleton  
E. Johnson, Nahant  
B. Perkins, Rockport  
T. St. Pierre, Salem  
W. Jackson, Swampscott  
C. Robinson, Topsfield  
W. Nichols, Wenham

MEMBERS ABSENT: P. Anderson, Lynnfield  
M. Sweeney, Marblehead, Vice Chairman  
J. Liacos, Peabody  
M. Patterson, Department of Agriculture  
Department of Agriculture

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 7:05 p.m. The recording secretary called the roll. It was noted that a quorum was present.
2. Tentative Regular Meeting Minutes of June 11, 2015 for Approval  
Motion made by Mr. Marquis, seconded by Ms. Teixeira to approve the Tentative Regular Meeting Minutes of June 11, 2015 as presented. Motion carried. Abstentions: Dr. Patterson abstained.
3. Executive Session  
Motion made by Mr. St. Pierre, seconded by Ms. Teixeira to enter into Executive Session for the purpose of discussing complaints or charges brought against a public employee and to reconvene to public session.

A Roll Call Vote was taken to enter Executive Session:

YES – Dr. Story, Beverly, Boxford, Danvers, Gloucester, Hamilton, Manchester by the Sea, Middleton, Nahant, Rockport, Salem, Swampscott, Topsfield, Wenham, Essex  
NO - None

YES – 15                      WEIGHTED – 25  
NO – 0                        WEIGHTED – 0

Motion Carried Unanimously.

Essex North Shore Agricultural & Technical School Committee

July 30, 2015  
*Approved: September 10, 2015*

The Essex North Shore Agricultural and Technical School Committee entered Executive Session at 7:07 p.m.

The Essex North Shore Agricultural and Technical School Committee returned to Public Session at 9:40 p.m.

Motion made by Mr. St. Pierre, seconded by Ms. Teixeira to move Item 12 out of order. Motion carried unanimously.

12. Executive Session

Motion made by Mr. St. Pierre, seconded by Ms. Teixeira to enter into Executive Session to conduct strategy session in preparation for negotiations with Hathorne Teacher Federation and to reconvene in public session for the sole purpose to adjourn.

A Roll Call Vote was taken to enter Executive Session:

YES – Dr. Story, Beverly, Boxford, Danvers, Gloucester, Hamilton, Manchester by the Sea, Middleton, Nahant, Rockport, Salem, Swampscott, Topsfield, Wenham, Essex

NO - None

YES – 15

WEIGHTED – 25

NO – 0

WEIGHTED – 0

Motion Carried Unanimously.

The Essex North Shore Agricultural and Technical School Committee entered Executive Session at 9:48 p.m.

The Essex North Shore Agricultural and Technical School Committee returned to Public Session at 10:15 p.m.

4. Business Manager's Report

Mrs. Znamierowski reported that the Balance Sheet for May 31, 2015 is included in the packet. Ms. Teixeira stated that she was impressed that the Food Service debt was less than \$100.00.

Motions made by Mr. Perkins, seconded by Mr. St. Pierre to accept the May 31, 2015 Balance Sheet as presented. Motion carried unanimously.

Motion made by Mr. Perkins, seconded by Ms. Teixeira to accept a \$200.00 donation from Environmental Systems Research Institute, Inc. (ESRI), as recommended by the Finance Sub-Committee. Motion carried unanimously.

Motion made by Mr. Perkins, seconded by Mr. St. Pierre to award Bid #2016-01, On Road Ultra Low Diesel Fuel to Dennis K. Burke, Inc. of Chelsea, the low bidder at a floating price of \$.1092 per gallon over the OPIS Boston Prem ULSD Rack average, as recommended by the Finance Sub-Committee. Motion carried unanimously.

Motion made by Mr. Perkins, seconded by Mr. St. Pierre to award a three year engagement to Giusti, Hingston & Company for the Annual Audit in the amount of \$67,500.00, as recommended by the Finance Sub-Committee. Motion carried unanimously.

Motion made by Mr. Perkins, seconded by Mr. St. Pierre to purchase three (3) 2016 school buses from Dattco Sales & Service through the National Joint Power Alliance National Contract #083110 for \$248,557,000.00, as recommended by the Finance Sub-Committee. Motion carried unanimously.

Motion made by Mr. Perkins, seconded by Mr. St. Pierre to enter into a five (5) year municipal lease purchase for three (3) 2016 buses from Dattco Sales & Service through Wells Fargo Equipment Finance. The total cost to lease the buses over five (5) years is \$12,728.00, as recommended by the Finance Sub-Committee. Motion carried unanimously.

Motion made by Mr. Perkins, seconded by Mr. St. Pierre to set the school lunch rates, as recommended by the Finance Sub-Committee, for the 2015-2016 school year as follows:

Student Regular Breakfast	\$2.75	Student Reduced Breakfast	.30
Student Regular Lunch	\$3.50	Student Reduced Lunch	.40
Adult Breakfast	\$3.00	Adult Lunch	\$4.00
Milk	.75		

These rates reflect no increase from the 2014-2015 school year. Motion carried unanimously.

Motion made by Mr. Perkins, seconded by Mr. St. Pierre to set the FY 2016 final municipal assessments at \$13,933,751.00 which reflects a reduction of \$4,139.00 from the final calculated assessments, as recommended by the Finance Sub-Committee. Motion carried unanimously.

Mr. Harvey reported that the By-Laws state that meetings of the Committee shall conclude no later than 10:30 p.m. and the Committee must vote by a two-thirds majority to continue beyond such time.

Motion made by Mr. Marquis, seconded by Mr. St. Pierre to continue the meeting no later than 11:30 p.m. Motion carried unanimously.

5. Communications

Communications included in the School Committee's packet were read and accepted.

Notice of Resignations

Motion made by Ms. Teixeira, seconded by Mr. Marquis to accept the resignation notification of Ms. Nicole Prince, Science Teacher, with regret and thanks. Motion carried unanimously.

Motion made by Ms. Teixeira, seconded by Mr. Marquis to accept the resignation notification of Ms. Linda Grosslein, Mathematics Teacher, with regret and thanks. Motion carried unanimously.

Motion made by Ms. Teixeira, seconded by Mr. Marquis to accept the resignation notification of Mr. Anthony DeGuglielmo, Electricity Teacher, with regret and thanks. Motion carried unanimously.

Mr. Morgan reported that teachers participated in exit interviews with Mrs. Kroesser, Human Resource Director.

Motion made by Ms. Teixeira, seconded by Mr. Marquis to accept the resignation notification of Mr. William Jeffrey, Custodian, with regret and thanks. Motion carried unanimously.

Motion made by Ms. Teixeira, seconded by Mr. Marquis to accept the resignation notification of Ms. Karen Tivnan, Media Center Aide, with regret and thanks. Motion carried unanimously.

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

FY16 Perkins Allocation

Mr. O'Connell reported that the FY15 Perkins allocation for the district is \$100,000.00 less than the previous year. Mr. O'Connell has contacted Mr. Jeff Wulfson, DESE, to address the miscalculation.

Achieve

Mr. O'Connell stated that the article regarding "How Massachusetts Vocational Schools Are Preparing Students for College and Careers" highlights the successes achieved at vocational schools.

### New Hires

Motion made by Ms. Teixeira, seconded by Mr. Nichols to authorize the district to hire the following positions: Plumbing and Electricity Instructors and two Aides. Motion carried unanimously.

### Sports Complex Update

Mr. O'Connell reported that Attorney Jack McGlynn and the DeVellis group is close to finalizing the land lease agreement with DCAM for the Sports Complex.

Ms. Teixeira stated that Attorney McGlynn's hourly rate and scope of the project are of concern. Ms. Teixeira questioned the time frame that this project would need Attorney McGlynn's services.

After discussion, Ms. Teixeira requested that Mr. O'Connell direct Attorney McGlynn to submit status reports of the progress of the Land Lease Agreement to the Committee.

## 7. Principal's Report

### Preliminary 2015 ELA MCAS Results

Mr. Morgan reported the preliminary ELA MCAS results are Proficient at 95%. He added that these are preliminary and the scores could possibly be higher.

### PARCC Update

Mr. Morgan reported that Massachusetts Legislators will vote in November as to whether Massachusetts schools will be required to administer the PARCC Computer-Based Assessment to students.

### School Improvement Plan Update

Mr. Morgan reported that he expects a draft of the School Improvement Plan (SIP) to be made available next week. Ms. Teixeira requested that Mr. Morgan email the SIP to School Committee members prior to the August meeting.

### Student Handbook 2015 – 2016

Mr. Morgan stated that the Handbook was included in the packet for School Committee members to review. Mr. Sabella reported that "The Pledge" is omitted from the Handbook. Mr. Morgan stated that he will add "The Pledge" to the Handbook. The updated Handbook will be included in the August packet for approval.

### Out of State Field Trip

Motion made by Mr. St. Pierre, seconded by Ms. Teixeira to approve an Out of State Field Trip request from Equine Science Instructor, Clarice Grima, to attend the National FFA Competition in Kentucky from October 27, 2015 to October 31, 2015. Motion carried unanimously.

## 8. Old Business

Mr. Sabella asked that the administration research amplification systems for the auditorium.

## 9. Sub-Committee Reports

### Finance & Property Sub-Committee

Motion made by Mr. Perkins, seconded by Mr. St. Pierre to obtain the services of Melanson, Heath & Company to conduct a Management Audit of the District. Motion carried unanimously.

The matter of a Farm Stand Bakery will be tabled to a future meeting.

### District Policy Sub-Committee

Mr. Ketcham reported that Policy DJE "Bidding Requirements" will be tabled to a future meeting.

### Memorandum of Agreement – Essex Technical High School & North Shore Community College

Motion made by Mr. Ketcham, seconded by Mr. St. Pierre that the District move forward with North Shore Community College & Essex Technical High School Memorandum of Agreement. Discussion followed

and members agreed to support the Memorandum of Agreement after edits have been reviewed and approved by legal counsel. Motion carried unanimously.

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

10. New Business

Ms. Teixeira stated that there are some policies that will be referred to District Policy Sub-Committee to address i.e. Leave Act for Fathers, Domestic Violence Leave Act and FMLA.

Ms. Teixeira suggested that Sub-Committees consider assigning alternate members so that if a member is absent and their absence could affect a quorum an alternate member could attend to guarantee a quorum.

Ms. Teixeira referred the matter of a line item budget to the Finance Sub-Committee.

Mr. Sabella requested that the "Role of the Chairman of the Committee" be placed on the August agenda.

Mr. O'Connell reported that he will retire this fall. Mr. O'Connell said that retirement has been on his mind for some time and personally feels this is the right time.

Ms. Teixeira expressed appreciation to Mr. O'Connell for the tremendous work he did bringing the new School District together.

Mr. Marquis congratulated Mr. O'Connell on his decision and assured Mr. O'Connell that retirement is not that bad.

The School Committee is scheduled to meet on August 20, 2015 at 7:00 p.m. in Smith Hall's Auditorium.

Motion made by Ms. Teixeira, seconded by Mr. St. Pierre to begin an Acting Superintendent search. Motion carried unanimously.

Motion made by Mr. Marquis, seconded by Mr. St. Pierre to create an Acting Superintendent Search Committee. Motion carried unanimously.

Ms. Teixeira offered to contact the Massachusetts Association of School Superintendents and Massachusetts Association of School Committees to advertise the position for an Acting Superintendent.

11. Warrant

A motion was made by Mr. Perkins, seconded by Mr. St. Pierre to accept the warrant of July 30, 2015 and place it on file for audit. Motion carried unanimously.

13. Adjourn

Motion made by Mr. Marquis, seconded by Mr. St. Pierre to adjourn. Motion carried unanimously.

Mr. Harvey, Chairman, declared the meeting adjourned.

The Essex North Shore Agricultural and Technical School Committee adjourned at 11:30 p.m.

Respectfully submitted,

Secretary

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