

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

REGULAR MEETING

MINUTES

APRIL 11, 2017

MEMBERS PRESENT: M. Teixeira, Gloucester, Chairwoman
T. St. Pierre, Salem, Vice Chairman
M. Amato, Boxford, Secretary
F. Di Luna, Department of Agriculture
J. O'Brien, Department of Agriculture
G. Demsey, Department of Agriculture
W. Marquis, Danvers
W. Lannon, Hamilton
G. Hathaway, Lynnfield
J. Delaney, Manchester
M. Strout, Marblehead
J. Liacos, Peabody
B. Perkins, Rockport
A. McDonald, Swampscott
B. Jones, Topsfield

MEMBERS ABSENT: Beverly
A. Craig, Essex
A. Liteplo, Middleton
E. Johnson, Nahant
W. Nichols, Wenham

OTHERS PRESENT: B. Lupini, Superintendent-Director
B. Morgan, Principal
M. Znamierowski, Business Manager
K. McMahon, District Treasurer
G. Montero, Student Representative
C. Levesque, Recording Secretary
T. Norris, Collins, Loughran & Peloquin (Arrived 7:27 p.m.)

1. *Call to Order*

Ms. Teixeira, Chairperson, called the meeting to order at 6:30 p.m. and reported there is a quorum.

2. *Salute to the Flag*

3. *Public Comment**

There was no public comment.

4. *Student Representatives Report*

Mr. Montero reported the FFA State Convention highlights. Dustin Koocher of Newburyport earned a State Star in Agribusiness and will represent Massachusetts at the Eastern States Regional Competition in Springfield, Massachusetts. Kristen Kish of Methuen will submit her "Proficiency" application in Small Animals at the National FFA this summer with the opportunity to place at the National level.

Members of the Drama Club participated in the semi-finals with a one act presentation of Perfect Strangers. Charlotte Langevin of Andover received an award for Best Backstage Manager.

On the morning of March 17th the senior class celebrated the Class of 2017 with bagels and coffee. Mr. O'Toole assisted the Class of 2017 to host the first senior class Teacher Appreciation Trivia Night. Each table/team included senior students and faculty. Those participating said it was a fun and entertaining night.

5. *Basic Training Academy Proposal* – Ms. Christine Arsenault (Assistant Superintendent III, Director of Training), Mr. Michael McAuliffe (Commandant and Assistant Director of Training) and Mr. Joseph St. Pierre, Facilities Manager. Mr. Joseph St. Pierre reviewed the Basic Training Academy Proposal with the Essex County Sheriff's Department. This program is designed to prepare future Correction Officers for the Department. The sheriff's department will pay the District \$1,750 per recruit. In addition, the Department will make the locker room usable (clean, paint, pay for and install hot water heaters, install drop ceilings in both locker rooms, etc.). The District will purchase the items needed for this project and will be reimbursed by the Sheriff's Department.

Mr. St. Pierre introduced Ms. Christine Arsenault (Assistant Superintendent III, Director of Training) and Mr. Michael McAuliffe (Commandant and Assistant Director of Training). Ms. Arsenault gave a brief history of the Essex County Sheriff's Department basic training. The academy is currently held at Northern Essex Community College in Haverhill but is exploring other options.

Mr. McAuliffe stated that some instructors will carry firearms, which will be locked in a gun safe during class time. At times the recruits will utilize a training gun ("red man gun") in the gym. There will never be live firearm training conducted on campus.

The recruits would have no interaction with students as students do not use the Alumni Gymnasium during the school day. Ms. Arsenault stated that the recruits are CORI'd and a thorough extensive background check is conducted.

Mr. Liacos asked about insurance and was told the Essex County Sheriff's Department is self-insured.

Mr. O'Brien stated that he has an excellent working relationship with the Essex County Sheriff's Department.

Ms. Teixeira stated that she will recuse herself from this vote. Ms. Teixeira is employed by the Commonwealth of Massachusetts and this creates a conflict of interest for her.

Motion made by Mr. Liacos, seconded by Mr. O'Brien for the Superintendent-Director or designee to enter into contract negotiations for a minimum of a two year contract with the Essex County Sheriff's Department to host the Basic Training Academy.

Motion carried.

Abstention: Ms. Teixeira

6. *Mr. Kevin Nigro, PMA Consultants*

Mr. Kevin Nigro, Senior Director introduced Mr. Sean Burke, Senior Associate with PMA Consultants. Mr. Nigro was the Owner Project Manager during construction of this school.

Mr. Burke and Mr. Nigro distributed a document that highlighted the MSBA Grant Program and reviewed the "Path to Close Out" the project. All required documents have been executed and submitted to the MSBA. The MSBA is currently reviewing the close out submission and auditing the project. The MSBA vote for this District is scheduled for June 28, 2017. MSBA will provide an audit report prior to the board meeting and PMA will review and provide comment to the District as required. The final payment to the District is pending for August 2017.

Mr. Nigro reported that this project received the K-12 Education Award of Merit by the Engineering News Record of New England and the New Construction Project of the Year Award by CMAA New England.

Mr. Nigro and Mr. Burke stated that this was a "once in a lifetime project" that they may never experience again. Mr. Marquis and Mr. St. Pierre stated it was a pleasure to work with Kevin and Shawn when they sat on the School Building Committee.

7. *School District Name*

Attorney Tim Norris provided an overview of his letter dated November 21, 2016 regarding the authority to name the district and school.

Attorney Norris stated that the District's enabling statute the legislative language is consistent with The Essex North Shore Agricultural and Technical High School. Attorney Norris also reviewed other statutes, including M.G.L. c. 71, §16 pertaining to the powers and duties of regional school district committees.

Pursuant to M.G.L c 71, §16 regional school districts have the right to adopt a corporate name and seal. It is Attorney Norris' legal opinion that the School Committee had the authority to select a name for the high school.

Mr. DiLuna strenuously disagrees with Attorney Norris' legal opinion regarding naming the school. Mr. DiLuna distributed the following documents:

- Effective: November 7, 2016 – M.G.L.A. 71 §16 Regional school districts; status; powers and duties
- The 189th General Court of the Commonwealth of Massachusetts “An Act Relative to the Essex North Shore Agricultural and Technical School District
- An Act Establishing the Essex North Shore Agricultural and Technical School District
- Acts, 1962 – Chap. 419 – An Act Changing the Name of the Essex County Agricultural School to the Essex Agricultural and Technical Institute

– Mr. DiLuna stated that this District is different from other regional school districts. He referred to the Acts, 1962 Chapter 419 the legislature exercised their authority to change the name of the Essex County Agricultural School to the Essex Agricultural and Technical Institute.

Dr. Lupini stated that with respect by definition Essex Aggie was not a regional school district. Mr. DiLuna disagrees with Dr. Lupini's statement.

Mr. Liacos stated he served on the Peabody School Committee for over twenty years and that committee had the authority to name or rename schools. Mr. Liacos agrees with Attorney Norris' legal interpretation.

Mr. Jones asked Mr. DiLuna's if his concern is a legal issue or that he wants the word agriculture in the high school's name?

Mr. DiLuna answered that the word agriculture should be included in the high school's name.

Mr. St. Pierre stated that he served on both school committees and it was clear in the legislative language that the Committee would name the high school. It was a public process, students from North Shore Tech and Essex Aggie met and they submitted suggestions to name the new high school, mascot and school colors. These were narrowed to two options for each category and forwarded to the Committee. The School Committee then selected from those options that the students submitted.

Ms. Amato stated she was disappointed that “agriculture” was not included in the high school's name. Agriculture is the branding of this school.

Mr. Perkins stated he believed Essex Aggie had a rich heritage and felt a loss when the word “agriculture” was omitted.

Mr. Liacos suggested the Chairwoman assign an Ad Hoc Committee to make recommendations regarding the naming of the school to the full Committee. However, Mr. Liacos does feel it is the school committee's responsibility to name a school.

Mr. Strout stated he attended the Marblehead Finance Meeting and he referred to the school as “the tech.” Branding is Tech's expertise and in 2017 the committee should not discount the public image of the school.

Mr. St. Pierre stated that he would not support a name change to the high school at this time.

Mr. O'Brien stated that if this Committee were to vote to change the name of the high school the changes to uniforms, lettering on buses, diplomas, etc. could be done over time.

Dr. Lupini stated that a cost analysis was prepared last fall and it was estimated at \$100,000+.

Ms. McDonald stated by excluding “agriculture” from the name of the high school something is missing. There should be a way to incorporate it into the high school’s name.

Mr. Lannon stated that the word “technical” encompasses all career and technical programs offered at vocational, technical and agricultural high schools.

Dr. Lupini stated that the Essex North Shore Agricultural and Technical School District legislation clearly defines that the School Committee had the right to name the high school and the Committee needs to proceed in some direction.

Motion made by Mr. Liacos, seconded by Mr. Marquis that the Chairwoman establish a Ad Hoc Subcommittee to address the issue of renaming of the high school or keeping the name as is.

Mr. St. Pierre stated that renaming the high school four years after opening is fiscally irresponsible and members should focus on education. Mr. Strout agrees with Mr. St. Pierre.

Ms. Teixeira stated there will be no action taken on the motion made by Mr. Liacos and Mr. Marquis.

Mr. Liacos and Mr. Marquis withdrew their motion.

Ms. Teixeira asked members to email her if they that are interested in serving on an Ad Hoc Subcommittee.

Ms. Teixeira stated that Agenda Item 12b Essex North Shore Agricultural and Technical School District Facilities Usage Fee Schedule will be taken out of order.

- 12b. Mr. Joseph St. Pierre, Facilities Manager, reviewed a proposed Facilities Usage Fee Schedule. Mr. Joseph St. Pierre reported that the Riding Academy and Ropes Course were excluded from this schedule as these areas create liability issues for the district. Mr. Joseph St. Pierre reported that this proposed schedule includes fees for a Technology Operator and an Event Manager. An Event Supervisor will be assigned when 300+ attendees are expected at the event.

Mr. Joseph St. Pierre reported that the \$100 deposit to secure the rental is nonrefundable. This deposit will be waived for nonprofit organizations.

Mr. Perkins stated that he feels the proposed Fee Schedule is reasonable.

Mr. Joseph St. Pierre stated that the \$100,000,000 liability would be adjusted depending on the event.

Motion made by Mr. Thomas St. Pierre, seconded by Mr. Marquis to approve the Proposed Essex North Shore Agricultural and Technical School District Facilities Usage Fee Schedule with the recommended modification of a liability increase contingent on the event. Motion carried unanimously.

8. *Approval of Meeting Minutes*

Motion made by Mr. St. Pierre, seconded by Mr. Marquis to approve the March 9, 2017 Public Haring and Regular Meeting Minutes as presented. Motion carried. Abstentions: Mr. DiLuna, Mr. Liacos, Mr. Perkins, Ms. McDonald.

9. *Communications*

- a. Massachusetts Association of School Committees Day On The Hill, April 25, 2017 at the Grant Lodge of Masons, Boston, Massachusetts. Ms. Teixeira stated that members should contact Mrs. Levesque if they are planning to attend.
- b. Commonwealth of Massachusetts, Division of Professional Licensure. Students receiving a certificate of completion in the HVAC/R program at Essex Technical High School have successfully met the training requirements for Refrigeration Technician per MA Regulations 528 CMR 11.02(2).

Mr. St. Pierre expressed appreciation to the administration and instructors for seeking this professional licensure.

10. Superintendent-Director Report

Outstanding Vocational-Technical High School

Ally Lufkin, a senior in the Health Assisting Program, is the 2017 Essex Technical High School's nominee for the Outstanding Vocational-Technical Student. Ally has earned a 4.0 grade point average and has challenged herself with a rigorous course load, including honors and advanced placement classes. She is a member of the National Honor Society and the National Technical Honor Society. Ally is a member of the varsity cheer team and the varsity softball team. Ally plans to attend Florida Gulf Coast University to major in Nursing.

Academic Director

The FY2018 budget calls for the elimination of the Humanities Director and STEM Director positions and the creation of a single Academic Director role. Tom O'Toole, who currently serves as our Humanities Director, will assume this new role on July 1, 2017.

Assistant Principals

The FY2018 budget calls for the elimination of four (4) Associate Principals positions and the creation of two (2) Assistant Principal positions and one (1) Freshman Assistant Principal/Admission Director position. Don Gibson and Jennifer Skane have been hired as our Assistant Principals and Shannon Donnelly will serve as our Freshman Assistant Principal/Admissions Director on July 1, 2017.

Carissa Karakaedos

Carissa Karakaedos, who serves as one of our Vocational Coordinators informed Superintendent Lupini that her family is relocating to Florida in mid-April. Carissa has had a profound positive impact on the school and programs. She will be missed very much.

Interviews for a new Vocational Director have been completed and Dr. Lupini hopes to make an announcement soon regarding this position.

Grants

The District will receive a \$4,800 grant for the biotechnology program through the BioTeach SPOT program. This grant will provide materials to allow for an expanded analysis of ticks that students collected on campus to determine the level of Lyme carrying bacteria.

Thanks to Deb O'Reilly, Arlyssa LaPorte and Maryellen Rancourt for their work on this valuable grant.

Dr. Lupini stated that acceptance letters for 360 seats for the Class of 2021 are to be mailed on April 14, 2017.

Motion made by Mr. St. Pierre, seconded by Mr. O'Brien to accept the April 11, 2017 Superintendent-Director's Report. Motion carried unanimously.

11. Principal's Report

Out of State Field Trip Requests

- Motion made by Mr. St. Pierre, seconded by Mr. DiLuna to approve an Out of State Field Trip Request for grades 9-12 Horse Judging students to Oak Hill Farm in Croydon, New Hampshire on April 30, 2017. Motion carried unanimously.
- Motion made by Mr. St. Pierre, seconded by Mr. Jones to approve an Out of State Field Trip Request for grade 12 Natural Resource Management students to Wells Reserve at Laudholm in Wells, Maine on May 5, 2017. Motion carried unanimously.
- Motion made by Mr. St. Pierre, seconded by Mr. Demsey to approve an Out of State Field Trip Request for grade 12 Environmental Technology students to Quarrybrook Outdoor Learning Center in Windham, New Hampshire on May 9, 2017. Motion carried unanimously.
- Motion made by Mr. St. Pierre, seconded by Mr. DiLuna to approve an Overnight Field Trip Request for grades 9-11 Cattle Club students to attend the Big East Cattle Show in West Springfield, Massachusetts from May 5, 2017 to May 7, 2017. Motion carried unanimously.
- Motion made by Mr. St. Pierre, seconded by Mr. Demsey to approve an Overnight Field Trip Request for grades 10-12 students to attend Skills USA State competition in Marlborough, Massachusetts from April 27, 2017 to April 29, 2017. Motion carried unanimously.

12. *Subcommittee Reports*

Finance Subcommittee

- a. Motion made by Mr. Perkins, seconded by Mr. Marquis to approve the January 31, 2017 financial statements and place on file for audit. Motion carried unanimously.
- c. Motion made by Mr. Perkins seconded by Mr. Marquis to accept the FY2016 End of the Year Audit Report as submitted. Mrs. Znamierowski stated that Mr. Giusti and Mr. Hingston attended the April 5, 2017 subcommittee meeting and reviewed their report. Motion carried unanimously

Item 12d will be taken out of order.

- e. Motion made by Mr. Perkins, seconded by Mr. St. Pierre to accept the Massachusetts Skills Capital Grant in the amount of \$244,292. Motion carried unanimously.
- f. Motion made by Mr. Perkins, seconded by Mr. St. Pierre to approve the recommendation that the District not participate in School Choice for the 2017-2018 school year. Motion carried unanimously.
- g. Motion made by Mr. Perkins, seconded by Mr. St. Pierre to accept the donation of equipment valued at \$3,753.40 from Atlantic Lab Equipment, Inc. of Salem, Massachusetts to the Biotechnology Program. Motion carried unanimously.
- h. Motion made by Mr. Perkins, seconded by Mr. St. Pierre to approve an Application for a Building Project at Danvers High School's Athletic Complex, 60 Cabot Road, Danvers, Massachusetts. Motion carried. Abstention: Mr. Strout.
- i. Motion made by Mr. Perkins seconded by Mr. St. Pierre to approve the purchase of Lambing Pen Panels in the amount of \$1,200 from the Farm Revolving Fund. Motion carried unanimously.
- j. Motion made by Mr. Perkins, seconded by Mr. St. Pierre to authorize the District to sign an engagement letter with Giusti, Hingston and Company for the FY2018 and FY2019 Annual Audits. Motion carried unanimously.

Item 12d – To approve the renewal of the Essex North Shore Agricultural and Technical School District's \$3,648,307 Bond Anticipation Note maturing on April 21, 2017 to pay on August 1, 2017 in anticipation of the Massachusetts School Building Authority's final payment in July 2017.

Motion made by Mr. DiLuna, seconded by Mr. St. Pierre to approve the sale of the \$3,648,307 2.35 percent General Obligation Bond Anticipation Notes of the District dated April 21, 2017, and payable August 1, 2017 (the "Notes"), to Eastern Bank at the price of par, plus a premium of \$11,208.41. Motion carried unanimously.

Motion made by Mr. DiLuna, seconded by Mr. St. Pierre that in connection with the marketing and sale of the Notes, the preparation and distribution of a Notice of Sale and Preliminary Official Statement dated March 31, 2017 and a final Official Statement dated April 6, 2017 (the "Official Statement"), each in such form as may be approved by the District Treasurer, be made hereby are ratified, confirmed, approved and adopted. Motion carried unanimously.

Motion made by Mr. DiLuna, seconded by Mr. St. Pierre that the District Treasurer and the Chair of the Committee be, and hereby are, authorized to execute and deliver a significant events disclosure undertaking in compliance with SEC Rule 15c2-12 in such for as may be approved by bond counsel to the District, which undertakings shall be incorporated by references in the Notes, as applicable, for the benefit of the holders of the Notes from time to time. Motion carried unanimously.

Motion made by Mr. DiLuna, seconded by Mr. St. Pierre that we authorize the and direct the District Treasurer or the District Business Manager to establish post issuance federal tax compliance procedures in such form as the District Treasurer or District Business Manager and bond counsel deem sufficient, or if such procedures are currently in place, to review and update said procedures, in order to monitor and maintain the tax-exempt status of the Notes. Motion carried unanimously.

Motion made by Mr. DiLuna that each member of the Committee, the District Secretary and the District Treasurer be and hereby are, authorized to take any and all such actions, and execute and deliver such certificates, receipts or other documents as may be determined by them, or any of them to be necessary or convenient to carry into effect the provisions of the foregoing events. Motion carried unanimously.

Policy Subcommittee

a. Motion made by Mr. Strout, seconded by Mr. St. Pierre to temporarily suspend, rules, as received in the "Suspension of Policies, in order to adopt the following policies. Motion carried unanimously.

- Motion made by Mr. Strout, seconded by Mr. Marquis to adopt the Student Activities Account (File: JJF) as presented. Mrs. Znamierowski stated the policy reflects MASBO guidelines. Motion carried unanimously.
- Motion made by Mr. Strout, seconded by Mr. St. Pierre to adopt the Discrimination and Harassment Policy (File: ACAB) as presented. Mr. Strout stated that this policy is very thorough. Motion carried unanimously.
- Motion made by Mr. Strout, seconded by Mr. St. Pierre to adopt the Bullying Prevention Policy (File: JICFB) as presented. Dr. Lupini stated the policy references adults as well as students. Motion carried unanimously.

b. Motion made by Mr. Strout, seconded by Mr. Marquis to accept the first reading of the Community Use of School Facilities (File: KF). Motion carried unanimously.

c. Motion made by Mr. Marquis, seconded by Mr. O'Brien to adopt the Alcohol, Tobacco, and Drug Use by Students Prohibited (File: JICH)

Next Meeting: To be determined

Personnel Subcommittee

Next Meeting – May 11, 2017 5:30 p.m.

13. Old Business

There was no Old Business to report.

14. New Business

Mr. Demsey distributed the New England ISA Newsletter that includes an Essex Tech Update regarding the Arboriculture Program.

Mr. Morgan reported that graduation is scheduled for Friday, June 2, 2017 at 6:00 p.m. on the turf field.

Mr. Morgan stated that the commencement speakers are Ms. Ameila O'Malley, former Superintendent-Director of North Shore Technical High School and Mr. Gene Demsey, former Principal of Essex Aggie.

15. Warrant

Mrs. Znamierowski reported the Notes for A/P for Warrant #2017-32 dated April 11, 2017:

- Refunds to city and towns for withdrawn students - \$64,619
- Wells Fargo – lease payment for Apple devices - \$105,341
- Essex Sports Center - \$13,500
- M.E.G.A. Workers compensation installment - \$33,834

Motion made by Mr. Perkins, seconded by Mr. Hathaway to approve the Warrant of March 9, 2017 and place on file for audit. Motion carried unanimously.

16. Discussion Items That Were Not Reasonably Anticipated by the Chairperson, in accordance with M.G.L., Chapter 30A, Section 180-25

Ms. Teixeira announced that Mrs. Liteplo, Middleton Representative, welcomed a healthy baby girl. Congratulations to the Liteplo family!

17. Adjourn

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

Ms. Teixeira, Chairperson, declared the meeting adjourned.

The Essex North Shore Agricultural and Technical School Committee adjourned at 9:17 p.m.

Respectfully submitted,

Secretary

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