

## PLEASE POST - NOTICE OF PUBLIC MEETING

### Essex North Shore Agricultural and Technical School District Regular School Committee Meeting

Essex Technical High School  
565 Maple Street  
Hathorne, Massachusetts 01937  
Media Center (Upper Level)

Thursday, June 15, 2017  
7:00 p.m.

### Agenda

1. *Call to Order*
2. *Salute to the Flag*
3. *Public Comment\**
4. *Student Representatives Report*
5. *Proposed Executive Session (7:00 p.m. – 7:30 p.m.)*  
To discuss strategy with respect to collective bargaining with the American Federation of State, County and Municipal Employees, Council 93, Local 245 and to return to Open Session.
6. *Massachusetts School Building Authority – Draft Audit Report*  
Mr. Kevin Nigro and Mr. Sean Burke of PMA Consultants will report on the results of the Massachusetts School Building Authority Draft Audit Report.
7. *Essex Sports Center LLC*  
Mr. Brian DeVellis will report on the initial year of operation at the Essex Sports Center.
8. *Five Year Strategic Action Plan*  
The School Committee will consider a vote to ratify the Five Year Strategic Action Plan.
9. *Approval of Meeting Minutes*  
The School Committee will consider approval of the May 11, 2017 Regular Meeting Minutes.
10. *Communications*
  - a. Wicked Local Hamilton – Vocational Schools Hammer Home Success Article
  - b. Thank You Note Received from Jack Crawley
  - c. MASC/MASS 2017 Joint Conference November 1-4, 2017
  - d. 2017 – 2018 School Committee and Subcommittee Meeting Calendar (Proposed)
11. *Superintendent-Director Report*
12. *Principal Report*  
Out of State Field Trip Requests
  - a. Administrative Recommendation: To approve an Overnight Field Trip Request for fourteen (14) Future Farmers of America students to attend the Big East Competition in West Springfield,

Massachusetts from September 15, 2017 to September 16, 2017.

- b. Administrative Recommendation: To approve an Overnight Field Trip Request for twenty-two (22) Future Farmers of America students to attend the National FFA Convention in Indianapolis, Indiana from October 24, 2017 to October 28, 2017.

13. *Superintendent-Director Self-Evaluation*

14. *Subcommittee Reports*

Finance Subcommittee

a. Financial Statements

Recommendation: To approve the March 31, 2017 financial statements and place on file for audit.

b. Establishing Scholarships

Recommendation: To establish an Auto Expo Tool Scholarship sponsored by Kelly Motor Group of up to \$500 for graduating seniors from the Automotive Technology and Collision Repair Programs.

c. Acceptance of Donations

Recommendation: To accept a donation of \$500 from Kellco Management Inc. of Danvers, Massachusetts to sponsor the Essex Tech Auto Expo held on Saturday, May 20, 2017 from 10:00 a.m. to 2:00 p.m. at Essex Technical High School.

d. 2017 Spring SkillsUSA Lowe's Community Service Grant

Recommendation: To accept the 2017 Spring SkillsUSA Lowe's Community Service Grant in the amount of \$25,000. The purpose of this grant is to supply a Mobile Community Service Trailer which will be filled with equipment that the Plumbing and HVAC/R programs need to complete outside projects in the community.

e. Proposed Alumni Gymnasium Refurbishing Request

Recommendation: To approve the Alumni Gymnasium Refurbishing Request for a total cost of \$15,139.98.

f. Bus Bid 2017-4

Recommendation: Bid 2017-4 4-32 passenger buses was publicly opened on Tuesday, May 30, 2017. The administration recommends awarding this bid to O'Connor Bus Sales of Portland, Maine the lowest responsive bidder for a total equipment cost of \$306,348 and enter into a five (5) year municipal lease purchase with annual payments of \$64,659.28 (total cost over 5 years of \$323,296.40).

g. Diesel Fuel Bid 2018-1

Recommendation: Bid 2018-1 Diesel Fuel was publicly opened on Tuesday, May 30, 2017. The administration recommends awarding this bid to Devaney Energy of Newton, Massachusetts the lowest bidder.

h. Outside Projects

Recommendation: To approve the Application for a Building Project with Habitat for Humanity North Shore for construction of a three-four (3-4) bedroom home located at 5 Laurine Road, Danvers, Massachusetts

i. Vote to Incur Debt

Recommendation: The District Treasurer is hereby authorized under the provisions of General Laws, Chapter 71, §16 (g), as amended by Chapter 463 of the Acts of 2004, Chapter 9 of the Acts of 2006, Chapter 304 of the Acts of 2008, and Chapter 130 of the Acts of 2010, and with the approval of the Chair of the District Committee, to borrow money from time to time in anticipation of revenue for the fiscal year beginning July 1, 2017, and to issue a note or notes thereof, payable within one year, and to review any note or notes as may be given for a period of less than one year in accordance with General Laws, Chapter 44, §17.

j. Receipts Audit Completed by Melanson Heath & Company  
Recommendation: To accept the Receipts Audit Report completed by Melanson Heath & Company.

k. FY2018 Budget Revisions

Recommendation: To approve the proposed revisions to the FY2018 Budget.

Next Meeting: Wednesday, September 6, 2017 (5:30 p.m.)

District Policy Subcommittee

Recommendation: Third Reading and Consider for Adoption

• Community Use of School Facilities (File: KF)

Next Meeting: October 12, 2017 (5:30 p.m.)

Personnel Subcommittee

a. Recommendation: To approve the Paraprofessional Salary Increase (FY 2017) 1.5% (Cost \$5,733)

b. Recommendation: To approve the Individually Contracted Employee Increases (FY 2017) (other than administrators) 1.5% (Cost \$4,317)

c. Recommendation: To approve implementation of the Proposed Salary Structure for Administrators (FY2018)

d. Recommendation: To approve the Administrator Employee Increases (FY2017) 1.5% (Cost \$24,547)

e. Recommendation: To approve the Collective Bargaining Agreement between Essex North Shore Agricultural & Technical School District and American Federation of State, County and Municipal Employees, Council 93, Local 245 (July 1, 2016 to June 30, 2019)

Next Meeting: September 14, 2017 (5:30 p.m.)

15. *Old Business*

16. *New Business*

17. *Warrant*

18. *Discussion Items That Were Not Reasonably Anticipated by the Chairperson (M.G.L., Chapter 30A – Section 18-25)*

19. *Adjourn*

*The listing of matters includes those reasonably anticipated by the Chair in accordance with M.G.L., Chapter 30A, Section 18-25, which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.*

\*Public Participation at School Committee Meetings (File: BEDH)

1. At the start of each regularly scheduled School Committee meeting, individuals or group representative will be invited to address the Committee.
2. Public Comment shall be for a period of 20 minutes and shall generally follow the opening of the meeting. The Committee reserves the right to rearrange its agenda to accommodate scheduled presenters.
3. Any citizen wishing to speak before the Committee shall identify themselves by name and address and shall speak for no longer than 3 minutes. No citizen may speak more than once without permission of the Chair. All citizens shall speak to the full Committee through the Chair and shall not address individual members or administrators.
4. Individuals may address topics on the agenda, items specified for public comment, or items within the scope of responsibility of the School Committee. The Chair shall rule out of order any individual who fails to honor the guidelines or who addresses a matter inappropriate for public comment.
5. Improper conduct and remarks will not be allowed. Defamatory or abusive remarks are always out of order. If a speaker persists in improper conduct or remarks, the Chair may terminate that individual's privilege of address.
6. All remarks will be addressed through the Chair of the meeting.
7. Speakers may offer such objective criticisms of the school operations and programs as concern them, but in public session the Committee will not hear personal complaints of school personnel nor against any member of the school community. Under most circumstances, administrative channels are the proper means for disposition of legitimate complaints involving staff members.
8. Written comments longer than 3 minutes may be presented to the Committee before or after the meeting for the Committee members' review and consideration at an appropriate time.
9. The Chair shall have discretion to allow public comment during discussion of items appearing on the meeting agenda.