

PLEASE POST - NOTICE OF PUBLIC MEETING

Essex North Shore Agricultural and Technical School District Special School Committee Meeting

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

Thursday, January 21, 2016
6:30 p.m.

Agenda

1. *Call to Order*
2. *Proposed Executive Session*
To discuss strategy with respect to litigation as an Open Meeting may have a detrimental effect on the litigating position of the School District, to approve minutes from prior Executive Sessions, and to reconvene in Open Session.
3. *Approval of Executive Session Minutes*
4. *Approval of Meeting Minutes*
Recommendation: To approve the meeting minutes for the Regular School Committee meeting of Thursday, December 10, 2015 and the Annual Meeting of Thursday, January 14, 2016.
5. *Communications*
 - a. Notice of School Committee Reappointments
 - Mr. Harvey, Essex Representative
 - b. Appointments Due (Not Yet Received)
 - Lynnfield Representative (Open)
 - Marblehead Representative (Open)
 - Department of Agriculture (Malcolm Patterson, Term Expired in 2014)
 - Department of Agriculture (Open, Term Expired in 2013)
 - Department of Agriculture (Leslie Story, Term Expired in 2014)
 - c. Engagement Letter for Additional Auditing Services (Melanson Heath)
 - d. Essex Sports Complex (letter from Senator Bruce Tarr; dated December 10, 2015)
 - e. Essex North Shore Agricultural and Technical School District Lease (w/Commonwealth of Massachusetts; dated January 13, 2016)
 - f. Essex Sports Center LLC Lease (w/Commonwealth of Massachusetts; dated January 13, 2016)
 - g. School Naming (letter from Senator Lovely, Representative Speliotis, and Representative Hill; dated January 6, 2016)
6. *Essex Sports Center Agreement*
Recommendation: The Essex Sports Center Subcommittee recommends approval of the attached "Contractual Agreement between Essex Sports Center and Essex North Shore Agricultural and Technical School District.
7. *Superintendent's Report*

8. *Principal's Report*

Out-of-State Field Trip Requests

- a. Administrative Recommendation: To approve an out-of-state field trip for grade 9-12 Kennel Club students to Maranatha Kennels, West Buxton, Maine on March 26, 2016.
- b. Administrative Recommendation: To approve an out-of-state field trip for a ski trip for interested students to Mt. Sunapee (Newbury, New Hampshire) on March 5, 2016.

9. *Subcommittee Reports*

Finance Subcommittee

- a. Alternative Method of Posting Public Meeting Notices
Recommendation: To allocate \$720 (Spectra Networks) to develop time stamp capability, which will allow the District to post public meeting notices on our website. The Business Manager will identify a funding source at a later date.
- b. School Lunch Consultant
Recommendation: To allocate up to \$6k for consultant services designed to examine programmatic and fiscal aspects of our food services program. The consultant will provide the administration with a current status report and recommendations for improvement. This funding will come from the Food Services Revolving Account.
- c. Storage Building Bid (Pole Barn)
Recommendation: To award the bid to Kurtz, Inc., the lowest, responsive and responsible bidder at a maximum price of \$112,500. This will require the allocation of up to (not to exceed) \$22,500 from the stabilization fund.
- d. Facility Usage
 - Recommendation: To ratify the Superintendent's decision to waive the facilities usage fee for the Massachusetts Association of School Committees (MASC) for use of the facility on Saturday, January 30, 2016 for their training "Charting the Course." The District will invoice MASC for custodial fees, continental breakfast and boxed lunch.
 - Recommendation: To ratify the Superintendent's decision to waive the facilities usage fee for the North Shore Baseball Umpires Association use of a classroom for eight (8) dates in January, February and March to train new umpires.
- e. Essex & Deficiency Certification (E & D)
The District has received E & D certification for July 1, 2015 of \$1,162,304. Ms. Znamierowski will provide the Committee with an explanation of this determination, including the potential impact of this certification on the District's FY2017 budget.
- f. Acceptance of Donations
 - Recommendation: To accept the donation of \$2,000 from the Massachusetts Association of Land Surveyors and Civil Engineers (MALSCE) Education Trust Board of Trustees. These funds are to be used towards the cost of the school's purchase of land surveying equipment for the National Resource Management CTE Program.
 - Recommendation: To accept the donation of miscellaneous instruction supplies to the HVAC program from Mr. Ed Doherty of API (New Hampshire). These supplies will be used with the 9th and 11th grade HVAC students. The estimated value of the supplies is \$2,700.
- g. FY2015 Invoices
Recommendation: To authorize payment of three (3) outstanding invoices from the FY2016 budget at a total cost of \$1,204.13. (Townsend - \$559.13; School Transportation Association - \$495.00; and Hearing Impaired Translation at Graduation - \$150)
- h. Financial Statements
Recommendation: To approve the July 31, 2015, August 31, 2015 and September 30, 2015 Financial Statements and place on field for audit.

- i. Applied Automotive Technology, Inc.
Recommendation: To authorize the purchase of an Autel Maxi System 908 Scan Tool Platform (set up and training included) for \$2,600 and a 4 Channel Lab Scope Kit for \$600 (total of \$3,200) for the Automotive Technology CTE Program.
- j. Next Meeting: Wednesday, February 3, 2016 (5:30 p.m.)

Policy Subcommittee

- a. Recommendation: To adopt the proposed “Bullying Prevention,” “Student Discipline,” “Steven Complaint and Grievances,” and “Student Conduct” policies.
- b. Next Meeting: To be determined

Personnel Subcommittee

- a. Collective Bargaining Agreement
Recommendation: To ratify the Collective Bargaining Agreement with AFSCME, Council 93, Local 245 (Bus Drivers) for the period of July 1, 2015 through June 30, 2018.
- b. Job Descriptions
 - Recommendation: To approve the attached “District Treasurer” job description.
 - Recommendation: To approve the attached “School Committee Recording Secretary” job description.
- c. Next Meeting: To be determined

10. *FY2017 Budget Proposal*

The administration will present details of the FY2017 (draft) budget proposal for discussion.

11. *Old Business*

12. *New Business*

13. *Warrant*

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

15. *Adjourn*

The listing of matters is 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.