

ESSEX NORTH SHORE AGRICULTURAL & TECHNICAL SCHOOL COMMITTEE

REGULAR MEETING

MINUTES

MAY 26, 2011

MEMBERS PRESENT: M. Patterson, Department of Agriculture, Chairman, Pro Tem
L. Bonfanti, Peabody, Secretary
L. Siewko-Story, Department of Agriculture
D. Porteous, Beverly
M. Crowe, Boxford
M. Teixeira, Gloucester
P. Anderson, Lynnfield
M. Sweeney, Marblehead
R. Fravel, Danvers
W. Nichols, Wenham
J. Sabella, Manchester
E. Weitzler, Middleton
C. Robinson, Topsfield
T. St. Pierre, Salem
W. Jackson, Swampscott
M. Cullinan, Nahant

MEMBERS ABSENT: G.R. Harvey, Essex, Chairman
D. Cahill, Department of Agriculture
G. Small, Rockport
D. Ketcham, Hamilton

OTHERS PRESENT: R. Bourgeois, Superintendent-Director, EATHS
D. O'Connell, Superintendent-Director, NSRVSD
C. Worth, Treasurer
K. Nigro, PMA
C. Levesque, Recording Secretary
Others

1. Call to Order

The meeting was called to order at 7:07 p.m.

2. Tentative Regular Meeting Minutes for Approval

A motion was made by Ms. Sweeney and seconded by Mr. Cullinan and VOTED to approve the Tentative Regular Meeting Minutes of April 28, 2011 as presented. Mr. Crowe, Boxford representative, abstained.

3. Treasurer's Report

Ms. Worth reviewed the July 2010 through April 20, 2011 Profit and Loss Report and the Balance Sheet as of April 30, 2011. There was no discussion or questions by members of the Committee.

Ms. Worth reported that she was advised by general counsel to apply for a separate Federal Tax I.D. Number for the new district, which she submitted and has received.

Mr. O'Connell stated that MSBA requires that prior to the initiation of a project both districts must provide a Budget & Maintenance & Capital Planning Questionnaire, which personnel from both schools have made it a priority to complete.

Ms. Worth reported that a Fidelity Bond was issued in her name as required by the District's By-Laws. Discussion followed as to whether she needed a separate policy. Ms. Worth agreed that she would check into it and report back to the Committee.

4. Owner's Project Manager Report

Mr. Nigro reported that the five firms were notified that they are invited to submit a response to the RFP for CM at Risk Services. (Dimeo, Skanska, Suffolk Construction, Gilbane and Consigli) A site visit has been scheduled at Essex Aggie for June 2, 2011 at 1:30p.m. Each firm will have the opportunity to tour the campus.

Mr. Nigro indicated that everything appears to be on schedule. The architects will begin the design development phase of the project. Drawing sections and details will be developed along with selection of building materials and specifications will begin. The second round of the Design Focus Groups are scheduled for May and June.

Mr. Nigro stated that the School Building Committee is scheduled to meet at North Shore Technical High School on June 8th at 6:00 p.m.

5. 501(c)3 Update – Mr. Dean Porteous

Mr. Porteous reported that they are completing the By-Laws, Director's List and Mission Statement, which he will provide to the full School Committee when completed.

A sub-group will be formed to explore naming rights i.e. what can be named and the appropriate cost.

Mr. Porteous stated that all funds raised at this year's golf tournament are earmarked for a very specific fund i.e. Student Activities and Student Scholarships.

6. Superintendents' Report – Mr. Daniel O'Connell and Mr. Roger Bourgeois

Mr. Bourgeois reported that approximately 140 faculty staff members from both schools recently participated in a professional development day in-service at Essex Aggie. Many of the activities were based around "getting to know each other." Mr. Bourgeois stated that he received positive feedback from those that participated. Future merged professional days will be scheduled to assist with a seamless transition.

Mr. O'Connell distributed information regarding the First Annual North Shore Technical Agricultural Foundation, Inc. John Flibotte Golf Tournament. The Tournament is scheduled for Monday, July 18, 2011 at Ferncroft Country Club, 10 Village Road, Middleton. The event will begin at 7:30 a.m. (registration at 6:30 a.m.). The fee is \$150.00 per person and includes 18 holes of golf, cart, range balls, breakfast, gift bag, lunch, prizes, etc. All funds raised will benefit the student activities and student scholarship funds at North Shore Technical High School and Essex Agricultural & Technical High School.

7. Sub-Committee Reports

There was not meeting or report by **District Policy**.

There was no meeting or report by **Finance & Property Policy**.

Personnel Policy

It was moved by Dr. Patterson and seconded by Ms. Sweeney to adopt the Proposed Administration Flow Chart, as recommended by the Personal Policy Sub-Committee.

Mrs. Kroesser reported that she researched vocational and comprehensive high schools with similar populations to promote the educational model for the new school district.

Mr. O'Connell stated that both North Shore Tech and Essex Aggie developed separate flow charts and when they met found the charts were extremely similar. Also, the Administrative Leadership Team of both schools reviewed and supports this proposed model.

Mr. Bourgeois stated that he finds Chart as a unique opportunity to best support positive student results, both academically and technical, extracurricular, etc.

Ms. Weitzler questioned the order of the flow chart and stated she felt it was interconnected.

After discussion, Dr. Patterson stated that the next step will show all the intricate patterns which will be developed later.

Dr. Patterson stated that this is an action item in concept.

Moved by Dr. Patterson and seconded by Ms. Sweeney to amend the motion to adopt the Proposed Administration Flow Chart in concept and was unanimously VOTED, as recommended by the Personnel Policy Sub-Committee.

8. Adjourn

It was moved by Ms. Sweeney and seconded by Mr. Bonfanti and VOTED unanimously to adjourn.

The Chairman declared the meeting adjourned at 8:35 p.m.

Respectfully submitted,

Secretary

List of Meeting Handouts:

- Status Report: May 12, 2011 (PMA Consultants)
- Tentative Minutes of April 28, 2011