

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

REGULAR MEETING

MINUTES

AUGUST 21, 2014

MEMBERS PRESENT: G.R. Harvey, Essex, Chairman
L. Siewko-Story, Department of Agriculture (Arrived 7:26 p.m.)
D. Blake, Beverly
R. Fravel, Danvers (Arrived 7:14 p.m.)
M. Teixeira, Gloucester
D. Ketcham, Hamilton
J. Sabella, Manchester
E. Weitzler, Middleton
B. Perkins, Rockport
T. St. Pierre, Salem
W. Jackson, Swampscott
W. Nichols, Wenham

MEMBERS ABSENT: Boxford
M. Patterson, Department of Agriculture, Vice Chairman
Department of Agriculture
P. Anderson, Lynnfield
M. Sweeney, Marblehead
L. Bonfanti, Peabody, Secretary
Nahant
C. Robinson, Topsfield

OTHERS PRESENT: D. O'Connell, Superintendent-Director
B. Morgan, Principal
M. Znamierowski, Business Manager
C. Worth, District Treasurer
C. Levesque, Recording Secretary
B. DeVellis, Essex Sports Center LLC

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 not present.

A motion was made by Ms. Teixeira and seconded by Mr. St. Pierre and VOTED unanimously to move Item 6 out of order.

Mr. O'Connell introduced Mr. DeVellis, Founder and Manager of the Essex Sports Center LLC.

Mr. DeVellis reported that Governor Patrick signed the bill for Essex Sports Center to lease land from the State and build a sports complex on the campus of the new high school. The bond bill allows for a lease of up to twenty-five years. The sports complex will lease the property from the school and based on an appraisal of the property. The complex is a multi-use sports facility, including 2 ice rinks, turf field, training area and mezzanine comprising of 111,000+ square feet and approximately 300 parking spaces. Essex Technical High School gets first preference for ice time and the fields free of charge.

Mr. Fravel and Dr. Story arrived and it is noted that a quorum is present.

2. Tentative Regular Meeting Minutes of July 17, 2014 for Approval
A motion was made by Ms. Teixeira and seconded by Mrs. Weitzler and VOTED to approve the Tentative Regular Meeting Minutes of July 17, 2014 as presented. Abstentions: Mr. Blake.
3. Business Manager's Report
Mrs. Znamierowski reported that the Balance Sheet and Profit & Loss statements will be available after the End of the Year audits are completed.

Mr. O'Connell praised Mrs. Znamierowski, Ms. McDonald, Mrs. Stillwell and Mrs. Hachey for their due diligence in combining the former districts business and payroll needs.
4. Communications
All communications included in the packet were read and accepted.

A motion was made by Ms. Teixeira and seconded by Mr. St. Pierre and VOTED unanimously to accept Ms. Worth's and Mr. Feeney's resignation as submitted with regret.

Mr. O'Connell reported that he received notice today from Mr. DiMilla that he was resigning from his custodial position immediately.

Mr. O'Connell referred to a letter received from the Department of Elementary & Secondary Education thanking Mr. Morgan for his service as a Massachusetts PARCC Educator Leader Fellow. Mr. O'Connell commended Mr. Morgan's role as a PARCC fellow that requires many hours on developing assessments and resources of the PARCC.
5. Owner's Project Manager Report
Mr. St. Pierre reported that the School Building Committee met earlier this evening. The district received the Temporary Occupancy Permit which allows limited access to staff, administrators and fall athletic students. Work continues on the football field, concession stand and paving the parking lot. The construction of Buildings E & G is near completion. When the keys are turned over to the district then the district assumes responsibility for the buildings and grounds.

Mr. O'Connell reported that equipment from North Shore Tech will be moved and put in place at the new school.

Mr. Nichols questioned the "Final Cleaning" postings in certain areas of the building as areas do not appear to be clean. Mr. O'Connell stated that he will address this with Mr. Nigro, OPM.

Invoices and Requisitions Review and Approval
A motion was made by Mr. St. Pierre and seconded by Ms. Teixeira and VOTED unanimously to approve DesignPartnership Invoice No. 10894 in the amount of \$95,492.00, as recommended by the School Building Committee.

A motion was made by Mr. St. Pierre and seconded by Ms. Teixeira and VOTED unanimously to approve US Green Building Council invoice in the amount of \$14,881.05, as recommended by the School Building Committee.
6. Superintendent-Director's Report – Mr. O'Connell
Merger Transition Plan Update
Mr. O'Connell turned this report over to Mr. Morgan. Mr. Morgan reported that three groups of administrators meet at least twice weekly to review the status of the remaining "In Progress" items on the Merger Transition Plan. All items that had a September completion date are done.

Mr. Morgan stated that the Employee Handbook and Student Handbook are finished and will be added to the school's website.

Mr. Morgan stated that administrators and nursing staff produced a Medical Plan which was submitted to and approved by the Police and Fire Departments.

Negotiations Update

Mr. O'Connell reported that there have been three negotiating meetings with AFSCME representing the bus drivers. Mr. O'Connell introduced, Ms. Carol Markland, AFSCME Staff Representative and Mr. William Clark, AFSCME President. Mr. O'Connell stated that he is looking forward to building a collaborative relationship with AFSCME.

Mr. O'Connell stated that negotiations with the American Federation of Teachers (AFT) will begin in September. Mr. O'Connell stated that he has scheduled an informal meeting with a representative from AFT.

501(c)(3) Update – Fourth Annual Golf Tournament

Mr. O'Connell reported that the tournament was a tremendous success. He thanked Ms. Teixeira for taking the time to volunteer at the registration table. Once again, Mr. Perkins had a foursome with backgrounds in vocational education. Mr. O'Connell stated that he appreciated Mr. Morgan's efforts in securing a number of foursomes for the tournament.

Assessment & Budget Update

Mr. O'Connell stated that he reached out to Matt Malone, Secretary of Education, to ask for his assistance in resolving the Chapter 70 issues. Forty-eight hours after reaching out to Secretary Malone, Mr. O'Connell received a request from DESE to schedule a meeting. Mr. O'Connell will address the following issues at this meeting:

- Local minimum contribution by community based on enrollment of 815 students
- Chapter 70 funding returned to communities \$440,452.00
- Perkins Funds returned to communities
- "Pot hole" funds
- HVAC Program

Mr. O'Connell stated that the districts communities should be assessed fairly.

A motion was made by Mrs. Weitzler and seconded by Ms. Teixeira and VOTED unanimously to authorize Mr. O'Connell to sign a Letter of Intent for the Sports Complex.

7. Principal's Report

2014-15 Student Handbook & 2014-15 Employee Handbook

Mr. Morgan reported that the Student Handbook was developed by merging the former districts information and includes updates to M.G.L. The Handbooks were vetted to counsel for review and all attorneys felt these were solid comprehensive handbooks that could be used as a model for other school districts.

A motion was made by Mr. St. Pierre and seconded by Ms. Teixeira and VOTED unanimously to approve the 2014-15 Student Handbook and 2014-15 Employee Handbook as presented.

Out of State Field Trip Requests

A motion was made by Mr. St. Pierre and seconded by Mrs. Weitzler and VOTED unanimously to approve an Out of State Field Trip Request for students to compete in the National FFA Convention in Louisville, KY from October 28 – November 1, 2014.

Mr. Nichols asked if the students fundraise for this trip or is it included in the district's budget. Mr. O'Connell stated that the students will fundraise, but if the students fundraising efforts fell a little short the administration would work with the students.

A motion was made by Mrs. Weitzler and seconded by Mr. St. Pierre and VOTED unanimously to approve and Out of State Field Trip Request to sixty (60) grade 12 students and six (6) chaperones for a cross-curricular international experience to London and France from April 17 – April 25, 2015.

Mr. Nichols asked if the school subsidizes this trip. Mr. Morgan stated that the students fundraise and students are responsible to make up the difference.

8. New Business

There was no New Business to report.

9. Sub-Committee Reports

There was no meeting or report by the **Finance & Property Sub-Committee**.

District Policy Sub-Committee

A motion was made by Mrs. Weitzler and seconded by Ms. Teixeira and VOTED unanimously to adopt *Background Checks – File ADDA* as presented.

Mr. Morgan reported that he Chaired a committee comprised of students and staff from both districts and followed the state's guidelines in developing the *Wellness Policy – File ADF* for the new district.

A motion was made by Mr. St. Pierre and seconded by Mrs. Weitzler and VOTED unanimously to waive three readings of *Wellness Policy – File ADF*.

A motion was made by Mr. St. Pierre and seconded by Ms. Teixeira and VOTED unanimously to adopt *Wellness Policy – File ADF*.

Personnel Policy Sub-Committee

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

10. Warrant

A motion was made by Mr. Perkins and seconded by Ms. Teixeira and VOTED unanimously to accept the warrant of July 17, 2014 and place it on file for audit.

11. Executive Session

A motion was made by Mr. St. Pierre and seconded by Ms. Teixeira to enter into Executive Session to discuss the deployment of security personnel or devices not to reconvene in Open Session.

A roll call vote was taken to enter Executive Session.

YES – Dr. Story, Mr. Blake, Mr. Fravel, Ms. Teixeira, Mr. Ketcham, Mr. Sabella, Mrs. Weitzler, Mr. Perkins, Mr. St. Pierre, Mr. Jackson, Mr. Nichols, Mr. Harvey
NO – None

YES – 12 WEIGHTED – 20
NO – 0 WEIGHTED – 0

Motion Carries Unanimously.

The Essex North Shore Agricultural and Technical School Committee entered Executive Session at 8:16 p.m.

The Essex North Shore Agricultural and Technical School Committee returned to Regular Session at 8:46 p.m.

12. Adjourn

A motion was made by Ms. Teixeira and seconded by Mr. St. Pierre and VOTED unanimously to adjourn.

Mr. Harvey, Chairman, declared the meeting adjourned.

The Essex North Shore Agricultural and Technical School Committee adjourned at 8:50 p.m.

Respectfully submitted,

Secretary

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