

## PLEASE POST - NOTICE OF PUBLIC MEETING

### Essex North Shore Agricultural & Technical School District Annual School Committee Meeting

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

Thursday, January 12, 2017

7:30 p.m.

Agenda

1. *Call to Order*
2. *Salute to the Flag*
3. *Election of Officers*
  - a. Chairperson
  - b. Vice Chairperson
  - c. Secretary
4. *Appoint District Treasurer*
5. *Public Comment\**
6. *Student Representatives Report*
7. *Approval of Meeting Minutes*

The School Committee will consider approval of the December 8, 2016 Regular Meeting Minutes.
8. *Communications*
  - a. Notice of School Committee Appointment
    - Ms. Alice McDonald, Swampscott Representative
  - b. Notice of School Committee Resignations
    - Mr. William Jackson, Swampscott
    - Mr. Daniel J. Blake, Beverly
9. *Superintendent-Director Report*
10. *FY2018 Budget Development*
11. *Old Business*
12. *Principal Report*

Out of State Field Trip Request  
To approve an out-of-state field trip for Genocide Studies grade 12 students to visit the United States Holocaust Memorial Museum in Washington, District of Columbia from April 17, 2017 to April 18, 2017.
13. *Subcommittee Reports*

Finance Subcommittee

  - a. Recommendation:  
To Approve the financial statements of October 31, 2016 and place on file for audit.

b. Recommendation:

- To authorize payment for Travel Reimbursement of \$954.72 to a parent of a student who attended a 45 days assessment program for 26 days in May and June 2016. This payment will be charged to the FY2017 budget.
- To authorize payment to the Commonwealth of Massachusetts for a total of \$500 for boiler inspections conducted between January 2013 and September 2014 to be charged to the FY2017 budget.

c. Acceptance of Donations

Recommendation:

- To accept the donation of a 2003 Audi A4 from Mr. Daniel Altshuler of Gloucester to the Automotive Technology Program.
- To accept the donation of a 2001 Honda Civic from Ms. Julia Spruance of Wakefield to the Automotive Technology Program.
- To accept the donation of a 2003 Volkswagen Passat from Ms. Lynn Ellington of Danvers to the Automotive Collision Repair and Refinishing Program.
- To accept the donation of a 2001 Ford Focus from Ms. Donna O'Brien of Lynn to the Automotive Technology Program.
- To accept the donation of a 2007 Chevrolet Monte Carlo LS Coupe from Mr. Adam Stackhouse of Newburyport to the Automotive Technology Program.

d. 48 Month Lease of Postage Machine

Recommendation:

To authorize the District to enter into a 48 month lease with Pitney Bowes with a quarterly payment of \$412.29 for a new postage machine.

14. *District Policy*

Recommendation:

To temporarily suspend rules, as described in the "SUSPENSION OF POLICIES" policy in order to adopt the following policies as part of the School Committee meeting of Thursday, January 12, 2017:

- a. Admission Policy – File: JF
- b. Teaching About Alcohol, Tobacco and Drugs – File: IHAMB
- c. Drug-Free Workplace Policy – File: GBEC
- d. Alcohol, Tobacco and Drug Use by Students Prohibited – File: JICH
- e. Administering Medicines To Children – File: JLCD
- f. Procurement Requirements – File: DJE

15. *New Business*

16. *Warrant*

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

18. *Adjourn*

The listing of matters is those reasonably anticipated by the Chair, in accordance with M.G.L., Chapter 30A, Section 18-25. 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.