

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

REGULAR MEETING

MINUTES

NOVEMBER 10, 2016

MEMBERS PRESENT: M. Teixeira, Gloucester, Chairwoman  
M. Amato, Boxford, Secretary  
F. Di Luna, Department of Agriculture  
J. O'Brien, Department of Agriculture  
D. Blake, Beverly  
W. Marquis, Danvers  
A. Craig, Essex  
D. Ketcham, Hamilton  
J. Sabella, Manchester  
M. Strout, Marblehead  
A. Liteplo, Middleton  
J. Liacos, Peabody  
B. Perkins, Rockport  
W. Jackson, Swampscott

MEMBERS ABSENT: T. St. Pierre, Salem, Vice Chair  
G. Hathaway, Lynnfield  
E. Johnson, Nahant  
W. Nichols, Wenham

OTHERS PRESENT: B. Lupini, Superintendent-Director  
B. Morgan, Principal  
M. Znamierowski, Business Manager  
J. Wersackas, Student Representative  
G. Montero, Student Representative  
C. Levesque, Recording Secretary

1. *Call to Order*

Ms. Teixeira, Chairwoman, called the meeting to order at 7:02 p.m. and reported there is a quorum.

On behalf of the Committee, Ms. Teixeira welcomed Mr. Bruce Jones, newly appointed to represent Topsfield. Mr. Jones will observe tonight's meeting as his appointment requires the consent of the Masconomet School Committee members that reside in Topsfield.

2. *Student Representatives Report*

Gio Montero reported on the recent athletic achievements:

- Virginia Vienneau, grade 10 of Medford, and Dominic LoGiudice, grade 12 of Peabody, received the "Athlete of the Month" award for great sportsmanship, leadership, and work ethic throughout the season.
- The cheering team won the Vocational State Tournament held at Blackstone Valley and will be moving onto Regional Competition.
- Congratulations to Coach Leete who was named CAC Coach of the Year and to Geena Stasiuk, grade 11 of Ipswich who was named MVP in the CAC Division II Volleyball Conference.
- Drew Gagnon, grade 12 of Peabody, came in 4<sup>th</sup> in the CAC Golf League competition shooting a 78 overall in a recent match.
- Congratulations to the Golf, Girls and Boys Soccer, Girls Volleyball, Girls Cross Country and Football teams for making the State tournament.
- The Girls Volleyball, Girls Soccer, Girls Cross Country and Cheering teams placed first in the CAC league.

Julia Wersackas reported on recent Student Activities:

- Essex Tech Forestry Team placed sixth in the country. Ryan Duggan, grade 12 of Saugus placed 4<sup>th</sup> in the country with Ben Hacker, grade 12 of Beverly placing 6<sup>th</sup> overall.
- Nathan Wilson, grade 12 of Methuen placed silver in the National Job Interview Competition.
- The Horse Judging Team received silver at the National Level.
- Twelve (12) students will attend the SkillsUSA Leadership Conference from November 20-22, 2016.
- The Key Club is celebrating National Key Club week with “Send a Note to a Veteran” campaign and “Post a Positive Note Day.”
- Students are participating in a new club this year “Essex Tech Chorus.” Ms. Harding is volunteering her time with the students. The Chorus will perform at the Hawk Holiday Hope and are also planning an Essex Tech Fine Arts Evening.
- On November 23, 2016 Essex Tech will have its first pep rally to honor fall sports programs, FFA and SkillsUSA.

3. *Approval of Meeting Minutes*

Motion made by Mr. Marquis, seconded by Mr. O’Brien to approve the October 13, 2016 Regular Meeting Minutes as presented. Abstentions: Mr. Craig, Mrs. Liteplo and Mr. Jackson

4. *Communications*

The communications that were included in the packet were accepted.

Ms. Teixeira reported that the Hathorne Teachers Federation Collective Bargaining Agreement and Memorandum of Agreement are circulating for member’s signatures.

A late communication was received from the Division of Capital Asset Management and Maintenance (DCAMM) regarding the issuance of equity interest in Essex Sports Center LLC.

Ms. Teixeira reported that all documents and contracts are subject to DCAMM approval before coming before School Committee for approval.

Mr. Liacos expressed concern that Ms. Teixeira represents the District regarding the Sports Center. Mr. Liacos suggested that DCAMM should communicate directly with the Superintendent-Director and Dr. Lupini will discuss the matter with the Chair of the School Committee.

Ms. Teixeira stated that the School Committee is party to the contract with DCAMM not the Administration. She added that Dr. Lupini has established an excellent relationship with DCAMM and all correspondence goes through the Chair and the Superintendent-Director.

Dr. Lupini referred to the recent communication received from Attorney Kemp, DCAMM that was included with the packet. This document spells out DCAMM’s expectations regarding issuance of equity interest in the Essex Sports Center LLC.

Mr. Strout stated that hockey season is 19 days away, is the ice ready? Dr. Lupini responded there is no ice.

Ms. Teixeira stated that the Essex Sports Center could have a temporary occupancy permit next week.

5. *Superintendent-Director Report*

*Open House*

Dr. Lupini reported that Open House is scheduled for Saturday, November 19, 2016 from 9:00 a.m. to 12:00 p.m. Dr. Lupini expressed appreciation to the teachers and administrators for their work to ensure that Open House is a success.

### *Adult Education*

Carissa Karakaedos provided the Finance Subcommittee with an update on the Adult Education program.

A summary of that discussion follows:

- Current courses running are Journeymen Electrical, Masters Electrical and Phlebotomy.
- A number of other courses were planned (including Plumbing, Auto Body and EKG), but did not run due to low enrollment and teacher availability. These courses will be offered again soon.
- Settling outstanding reimbursement and refund claims for courses from the prior year, as well as for prior year adult education teachers who were paid outside of their service agreements.
- Collaborating with community based agencies to offer other course (e.g. EMT, Certified Nursing, Advanced Manufacturing, etc.).

### *AFSCME Negotiations*

Tentatively scheduled to meet with AFSCME (General) Negotiating Team on Thursday, November 17, 2016 to resume collective bargaining.

### *Every Student Succeeds Act (ESSA)*

The Department of Elementary and Secondary Education (DESE) is continuing to seek input on possible changes to the Massachusetts' accountability system and other aspects of education in light of the federal Every Student Succeeds Act (ESSA). DESE will hold public forum sessions.

### *Commissioner Visit*

Commissioner Chester will visit Essex Technical High School on Friday, December 9, 2016. The Commissioner will be able to spend time at our school talking with students and teachers, as well as seeing the programs and hearing about the opportunities available to students at the school.

### *Rockport Rotary*

Dr. Lupini has been invited to speak to the Rockport Rotary Club about the District and School on Thursday, November 10, 2016. School Committee member Bruce Perkins will also attend the meeting.

### *Student and Staff Recognition*

Congratulations to the following students, who were recognized as "Students of the Month" for September:

Academy A: Caroline DeGrappo (Veterinary Science)

Academy B: Shane Joubert (Collision Repair)

Academy C: Nathaniel Jorgenson (Biotechnology)

Academy E: Bridget Gaskell (Electrical)

In addition, congratulations to Kristina Dragani (STEM), who was named "Staff Member of the Month."

### *MASC/MASS Conference Presentation*

Joel Spruance (Teacher Induction Supervisor) presented the District's "Teacher Induction Program" with Dr. Lupini at the recent MASC/MASS Conference in Hyannis

Mrs. Liteplo asked if Adult Education considered offering recreational courses. Dr. Lupini responded that the focus is to partner with communities rather than compete with what they're offering.

Ms. Amato asked if agricultural courses would be offered through Adult Education and was told yes.

Mr. Marquis asked why the Adult Education Instructors were not compensated appropriately. Mrs. Znamierowski stated the instructors had verbal understandings regarding salaries with the previous Adult Education Director. The verbal agreements were honored so as not to sever relations with the instructors.

Dr. Lupini added that employment agreements have been put in place for Adult Education Instructors.

Motion made by Mr. Ketcham, seconded by Mr. Strout to accept the Superintendent's Report of November 10 2016. Motion carried unanimously.

6. *Principal Report*

Out of State Field Trip Requests

Motion made by Mr. Strout, seconded by Mr. Marquis to approve an Out of State Field Trip Request for grade 11 Environmental Technology students to Huntsman Marine Science Center, St. Andrews, New Brunswick, Canada, from May 8, 2017 to May 12, 2017. Motion carried unanimously

Motion made by Mr. DiLuna, seconded by Mr. Strout to approve an Out of State Field Trip Request for grade 10 Environmental Technology students to the U.S. Fish & Wildlife Service Fish Hatchery, Nashua, New Hampshire on December 9, 2016. Motion carried unanimously.

First Pep Rally (November 2, 2016)

Mr. Morgan reported that members of the Pep Rally Committee have been busy planning for the first school wide Pep Rally. The details of the Pep Rally are not being shared so as to surprise the students.

Second Annual HAWK Holiday Hope (December 16, 2016)

Mr. Morgan reported that this is a Community Service Event and the school adopted 100 children and each child will receive eight (8) gifts. Mr. Morgan stated that there were so many gifts donated last year it was difficult to transport the gifts by school bus. Mr. DiLuna offered four WB Mason trucks to help with transporting the gifts. Mr. Morgan and Mr. DiLuna will discuss his offer at another time.

*Subcommittee Reports*

Finance Subcommittee

Motion made by Mr. Perkins, seconded by Mr. Marquis to approve financial statements for July 21, 2016 and August 31, 2016 and place on file for audit. Motion carried unanimously.

Acceptance of Donations

Motion made by Mr. Perkins, seconded by Mr. Marquis to accept the donation of chemicals and equipment valued at \$2,826 from Cell Signalling of Danvers to the Biotechnology Program. Motion carried unanimously.

Motion made by Mr. Perkins, seconded by Mr. Marquis to accept the donation of a 1999 Chevrolet S10 from Mr. and Mrs. Gilbert Gallant of Lynnfield to the Automotive Technology Program for educational purpose. Motion carried unanimously.

Motion made by Mr. Perkins, seconded by Mr. Marquis to accept the donation of compressors (2), engine stand, work bench, lighting, welder, floor jack, auto parts, grinder, various tools, shop press and tool boxes from Mr. and Mrs. Gilbert Gallant of Lynnfield to the Automotive Technology Program for educational purpose. Motion carried unanimously.

FY2018 Budget Development Timeline

Motion made by Mr. Perkins, seconded by Mr. Marquis to approve the FY 2018 Budget Timeline as presented. Motion carried unanimously.

Management Response to the Melanson Heath Management Summary Report

Dr. Lupini and Mrs. Znamierowski addressed the district's responses to the Management Audit. Policies and procedures will be put in place. This item does not require action by the school committee.

Personnel Subcommittee

Next Meeting: November 21, 2016 at 4:30 p.m.

Policy Subcommittee

Next Meeting: To be determined

Ad Hoc District Sign Subcommittee

Motion made by Ms. Teixeira, seconded by Mr. DiLuna to recommend that the full School Committee approve placing one or more signs on school property that would indicate the full legislative name of the school district. Motion carried unanimously.

Members discussed the purpose and design for the sign. Mr. O'Brien offered to manufacture a sign at no cost to the District.

7. *Old Business*

There was no Old Business to report.

8. *New Business*

Members reviewed the Protocol and Best Practices for Effective School Committee Meetings that Ms. Teixeira distributed at the October meeting.

Following discussion members agreed to email motions to Candace Levesque that will improve the School Committee Meeting Agenda and processes.

9. *Discussion Items That Were Not Reasonably Anticipated by the Chairperson, in accordance with M.G.L., Chapter 30A, Section 180-25*

10. *Warrant*

Mrs. Znamierowski reported that Ms. McMahon, District Treasurer, emailed School Committee members the following notes for Warrant #2017-16:

- Follett Software Company – Annual service renewal for Aspen/X2-Student and staff information systems software \$17,600
- North Shore Community College – Early College \$13,600
- Wells Fargo – Ipad/Apple products lease payment \$105,341

Motion made by Mr. Perkins, seconded by Mr. Marquis to approve the warrant of November 10, 2016 and place on file for audit. Motion carried unanimously.

11. *Adjourn*

Motion made by Mr. Marquis, seconded by Ms. Amato to adjourn. Motion carried unanimously.

Ms. Teixeira, Chairwoman, declared the meeting adjourned.

The Essex North Shore Agricultural and Technical School Committee adjourned at 9:13 p.m.

Respectfully submitted,

Secretary

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