

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

Essex Technical High School  
565 Maple Street  
Hathorne, Massachusetts 01937  
Media Center (Upper Level)  
Thursday, January 11, 2018  
7:30 p.m.

**APPROVED MINUTES**

Members Present: F. DiLuna, Department of Agriculture Resources  
J. O'Brien, Department of Agriculture Resources  
E. Armstrong, Beverly  
M. Amato, Boxford  
W. Marquis, Danvers  
A. Craig, Essex  
M. Teixeira, Gloucester  
W. Lannon, Hamilton  
G. Hathaway, Lynnfield  
J. Delaney, Manchester by the Sea  
M. Strout, Marblehead  
A. Liteplo, Middleton  
B. Griffin-Dunne, Peabody  
B. Perkins, Rockport  
T. St.Pierre, Salem  
A. McDonald, Swampscott  
A. Prazer, Topsfield

Members Absent: G. Demsey, Department of Agriculture Resources  
E. Johnson, Nahant

Others Present: W. Lupini/Superintendent/Director  
B. Morgan/Principal  
M. Znamierowski/Business Manager  
K. McMahan/District Treasurer  
J. Wersackas/Student Representative  
G. Montero/Student Representative  
L. Coult/Recording Secretary

**1. Call to Order**

Dr. Lupini called the meeting to order at 7:53. There is a quorum.

**2. Salute to Flag**

Roll call was taken, there was a quorum

**3. Election of Officers**

Nominations were taken for Chairperson. Mr. Marquis made the motion for Ms. Teixeira. Mr. St. Pierre seconded the nomination of. All in Favor.

There was discussion about how the votes were cast in the past.

Ms. Teixeira took nominations for the Vice Chairperson. Ms. Amato nominated Mr. Strout. Mr. St.Pierre seconded the motion. All in favor.

The vote carriers. Mr. Strout took the seat next to Ms. Teixeira.

Nominations were taken for Secretary. Mr. Nichols made the motion for Ms. Amato. Mr. Strout seconded the motion. All in Favor.

- a. Chairperson*-Melissa Teixeira
- b. Vice Chairperson*-Mark Strout
- c. Secretary*- Michelle Amato

**4. Appoint District Treasurer Kathleen**

The motion was made for Kathleen McMahon as the District Treasurer by Mr. Nichols. Ms. Amato seconded the motion. All in Favor

**5. Appoint Recording Secretary**

Ms. Amato made the motion for Lisa Coultas as the Recording Secretary. Mr. O'Brien seconded the motion. All in Favor

**6. Public Comment**

There was no public comment.

**7. Approval of Meeting Minutes**

Mr. Nichols made the motion to approve the minutes from the December 14, 2017 meeting. Mr. Delaney seconded the motion. Mr. Nichols, Ms. McDonald and Ms. Griffin-Dunne abstained. All in Favor

## **8. Communications.**

None

## **9. Admissions**

Mr. Hathaway sent Ms. Teixeira an email a month ago about the topic of the School Committee's role in admissions to Essex Tech. Dr. Lupini discussed the topic with the group. Advised as to where they are currently with applications for next year. The application process is straightforward, grades, attendance and guidance. Students may try and use school committee members as an advantage to get in to Essex Tech. Dr. Lupini advised the group how they could recommend a student to administration, but there are no advantages. He encouraged that they suggest the student or parent call him rather than the school committee member. Dr. Lupini then described the conversation he might have with a parent regarding the point system for admissions.

Mr. Hathaway: reminded that he merely wanted to alert members that they may get a call from students and parents trying to get their children into Essex Tech and wanted to share the proper response.

Mr. Perkins: Described situations he had been in during admissions process in a previous position and agreed the phone call should be directed to guidance or administration.

Ms. Teixeira: asked if there were questions.

There was more discussion about applications and the process.

## **10. Superintendent/Director Report**

"The first budget meeting is going to be a very important meeting. Even if you are not on the budget committee you might want to come to the next meeting. There are career areas on the North Shore where we don't have programs. We have 360 seats and 1000 applicants. We are working on a number of scenarios for discussion that would increase the number of students we can take over a four year period by expanding and adding programs. There are advantages and challenges regarding space across the street and lunch periods and assessments. The budget will be larger because we would have to add teachers. Depending on the type of programs and what kind of students we can take. We want to put the scenarios on the table and get your feedback. Please come and participate in the conversation at the next finance committee."

M. Amato: Asked about feedback and background on scenarios being given at the meeting.

Dr. Lupini: said absolutely he will have scenarios.

## **11. Principal Report**

### Out of State Field Trip Requests

**a. Administrative Recommendation:** To approve an Out-of- State Field Trip for Fall Cheering Team to compete at Nationals in Kissimmee, Florida from March 29, 2018 to April 1, 2018.

Mr. Morgan advised that the High School division was cancelled in Kissimmee. There is a High School competition in Myrtle Beach, SC April 26-29. New paperwork has been submitted to attend the Open National championship at the Myrtle Beach sports center. Thursday -Sunday.

Ms. Teixeira: questioned the change and why it's not on the agenda?

Mr. Marquis motioned to approve. Mr. St Pierre seconded. All in favor

**b. Administrative Recommendation:** To approve an Out of State Field Trip for the FFA Dairy Evaluation Team to attend the annual Cornell University Dairy science Judging Clinic and Contest in Ithaca, New York with dates to be determined for March 2018.

Mr. Morgan described the event in mid-March; there is no actual date set. Ten students and one staff member will attend. Mr. Strout made the motion to approve. Ms. Amato seconded the motion. All in Favor.

### **Students Reps were added to agenda**

Gio Montero discussed the boys' and girls' basketball season, boy's hockey and students holding records on the North Shore. An article in newspaper yesterday highlighted Essex Tech Hockey. The girl's hockey team record was reviewed. A wrestling tournament with dates was announced.

Hawk Holiday Hope was reviewed by Julia Wersackas. The first freshman CTE night was reviewed. The first senior event is a complimentary skate night at the ice rink on January 27, 2018 from 3:30-5:30. Social media is up and running with students and classes from CTE and academics.

Ms. Amato: questioned how long the school can remain in the CACE sports league.

Mr. Morgan: described why the school can stay in this conference and how the rules work for CTE schools.

## ***12. Subcommittee Reports***

### ***Finance Subcommittee***

Next Meetings: January 24, 2018 5:30 p.m. and February 7, 2018 5:30 p.m.

Ms. Teixeira: encouraged the entire group to attend these meetings.

### ***District Policy***

Next Meeting: March 15, 2018 5:30 p.m.

### ***Personnel Subcommittee and School Committee***

Next Personnel Subcommittee meeting is Monday, February 12, 2018 5:30 p.m.

The School Committee meeting will be Monday, February 12, 2018 @ 7:30 p.m.

### ***Ad Hoc Meeting***

Dates were discussed for the next meeting date. It will be on February 8, 2018 @ 6:00 p.m.

## ***13. Old Business***

## ***14. New Business***

### ***15. Warrant***

Mr. Perkins made the motion to accept the warrant. Mr. Marquis seconded.

Ms. Liteplo: had a question on the last warrant.

Ms. Znamierowski: explained that it was tuition that wasn't due, paid and reimbursed. This happens and Essex Tech brings to the State's attention.

Mr. Strout: brought up the NAESC progress.

Dr. Lupini: advised that there was a presentation made at the dinner prior to the meeting.

All in favor of the warrant

M. Znamierowski: advised the group that the warrant is now in a new format. It is more detailed.

Dr. Lupini: advised, "The business office has done an amazing amount of work moving to this new payroll system. Everything is all electronic now and has made things much easier in regard to work flow, budget and purchase orders."

Ms. Teixeira: thanked Mr. St.Pierre for his service to the School Committee over the past years and read the biography he wrote when he started on the committee to the group. The group commended Mr. St.Pierre for his work during the building process.

Mr. St.Pierre: thanked the group and will be around until a successor is appointed.

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

***17. Adjourn***

Mr. Marquis made the motion to adjourn. Mr. Delaney seconded the motion. All in favor. The meeting adjourned at 8:38 p.m.

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***\*\*All documents and handouts are on file in the Superintendent/Director's office.  
Respectfully submitted by the Recording Secretary.***

*\*The listing of matters includes 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.*

***\*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.