

Essex North Shore Agricultural and Technical School District
Finance Subcommittee
Essex Technical High School
565 Maple Street
Hathorne, Massachusetts 01937
Media Center (Upper Level)
Wednesday, April 4, 2018
5:30

Approved Minutes

Members Present: Bruce Perkins/Chairperson, Andrew Prazer, James O'Brien, Melissa Teixeira, Wayne Marquis/Vice Chairperson, Mark Strout (Alternate), Jeff Delaney (Alternate)

Members Absent: William Nichols, Gary Hathaway

Others Present: Dr. William Lupini, Superintendent/Director, Marie Znamierowski, Kathleen McMahon

There is a quorum

1. Call to Order

The Meeting was called to order at: 5:30 pm by Mr. Perkins

2. Approval of Meeting Minutes

Mr. Marquis made the motion to accept the meeting minutes for the Finance Subcommittee meeting of March 7, 2018. Ms. Teixeira seconded the motion. All in Favor.

3. Fiscal Year 2018 Grant

Administrative Recommendation:

Ms. Znamierowski: Described the grant to be accepted.

Ms. Teixeira made the motion to accept the following FY2018 Grant: A Mass Bio Ed Foundation – 2017 Joshua Boger Innovative School of the Year for \$5,000.

Mr. Marquis seconded the motion. There was no discussion. All in Favor

4. Essex North Shore Agricultural and Technical School District and Danvers Police Department Memorandum of Understanding (MOU)

Dr. Lupini: Described the agreement to the group. This was reviewed by legal counsel that proposed some minor changes. He offered the group an opportunity to review and ask questions.

Ms. Teixeira: asked about vacation time or full time coverage.

Dr. Lupini: replied, "They will work the school year. Training and vacation will take place in the summer."

Mr. Perkins: asked about a backup plan if the Resource Officer is not available.

Dr. Lupini: described what would happen with the assignment and that the school would have a say in the replacement.

Mr. Marquis: asked about section J2, "If they are out on illness there is a provision to bring someone in within thirty days."

Dr. Lupini: agreed that this is correct.

Ms. Teixeira: asked what was included in the salary.

Dr. Lupini: replied, "The salary includes everything."

Mr. Marquis: asked about overtime.

Dr. Lupini: stated, "There is no overtime."

Mr. Marquis: asked about after the hours of 7-3.

Mr. Strout: stated "That it is up to the resource officer if they want to attend school events after 3pm."

The group discussed overtime details that would need to be bid on and Resource Officers attending over time events. Mr. Morgan: described different times that Resource Officers attend school events after hours.

Ms. Teixeira: asked, "Why the School Committee is not a part of this contract and the district is?"

She was asking procedurally "why". "School Committees enter into contracts." The group discussed what community contract was modeled and what can be changed as long as it is negotiated.

Only Danvers was looked at for reference.

Mr. Marquis made the motion to accept the Essex North Shore Agricultural and Technical School District and Danvers Police Department Memorandum of Understanding (MOU) for the school Resource Officer.

Mr. Delaney seconded the motion.

Mr. Prazar: asked about what time frame will be modeled and when the officer will be coming on board.

Dr. Lupini: explained why the time frame was set up the way it is.

Mr. Morgan: stated the Resource Officer would be ready to begin at the beginning of the school year.

All in Favor.

5. District Signage

Review proposed design and quote for District Signage.

Ms. Teixeira: Described the background of the design and the quote. "The money is not set aside until July 1." "No spot has been picked out, but they have ideas."

The group discussed the name that will be on the sign.

Ms. Znamierowski: said they will have to get two more quotes. They received a donation of \$15,500 from a former graduating class.

The group discussed the time frame of the sign. The goal is to have it ready in the fall.

Mr. Marquis: asked if the lit wording will be in color or white. Dr. Lupini: said, "It can be whatever you want and what you want to pay for. It is a matter of what you want to budget."

Mr. O'Brien: Described a sign at the Topsfield Fairgrounds and how it runs off the computer. You can be very creative with the lighting.

Mr. Strout: cautioned that the sign at Danvers High School sends off a glow on the neighbor's homes. The sign is shut down at 7pm at night. It is on a timer.

The group discussed different signs in the area that cause lighting problems in neighborhoods.

6. Discussion items that were not reasonably anticipated by the Chairperson (M.G.L., Chapter 30 – Sections 18-25).

Mr. Perkins asked if anyone had anything else to discuss.

Mr. Marquis: asked Ms. Znamierowski about state budgeting at this point.

Ms. Teixeira: discussed the revenue deficit due to chapter 54. She described the conversation to be had with Dr. Lupini regarding the budget. She described the need to create new financial statements. Infinite Vision is the school side of MUNIS software.

Mr. Perkins: asked, "Is this the system the auditors recommended?"

Ms. Znamierowski: replied, "Yes, this is used widely by schools and the town side. It is more efficient and detailed."

Dr. Lupini: described the situation with the state budget and the GIC opening healthcare plans that some staff may join that they could not join in the past. All plans are now going to be available. This will come at a larger cost.

Mr. Perkins: asked about the GIC fair at North Shore Community College.

There was discussion among the group regarding the dates of the GIC fair.

7. Adjourn

Mr. Perkins made the motion to adjourn at 5:57. Mr. Marquis seconded the motion. All in Favor.
The meeting adjourned at 5:57 pm.

All Documents and Handouts on file in the Superintendent/Director's office

Respectfully submitted by: The Recording Secretary

The listing of matters are 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.