

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

Essex North Shore Agricultural and Technical School
565 Maple Street
Hathorne, Massachusetts 01937
Maple Street Bistro

Thursday, February 7, 2019

7:00 p.m.

Approved Minutes

Members Present: F. DiLuna, Department of Agriculture
J. O'Brien, Department of Agriculture
G. Demsey, Department of Agriculture
E. Armstrong, Beverly
Vacant, Boxford
W. Marquis, Danvers Vice President
C. Grant, Essex
V. Gilman, Gloucester
G. Hathaway, Lynnfield
J. Delaney, Manchester by the Sea
M. Strout, Marblehead President
A. Liteplo, Middleton
Vacant, Nahant
B. Griffin-Dunne, Peabody Secretary
A. McDonald, Swampscott
A. Prazar, Topsfield
W. Nichols, Wenham

Members Absent: W. Lannon, B. Perkins, J. Picone, W. Nichols

Others Present: Dr. O'Toole, S. Donnelly/Principal, M. Znamierowski/Business Manager,
K. McMahon, Treasurer

1. Call to Order

Mr. Strout called the meeting to order at: 7:00 p.m.

Attendance was taken. There is a quorum.

2. Salute to the Flag

*3. Public Comment**

*There was no public comment.

4. Student Representatives Report

There were no Student Representatives, but there were students representing the Cultural Awareness Collective present:

Betty Allen Randazzo - Peabody – Health,
Teebh Al-Freihy - Salem - Landscape
Anny Perez Sanchez - Salem - Biotechnology
Elaine Tejada Perez - Salem - Health
Darlenis Almonte - Salem – Culinary
Mr. Don Gibson-Assistant Principal

Mr. Gibson described some of the things the students have participated in so far. They have presented at a faculty meeting. This will be a long project and the students participating are aware. Mr. Strout asked them what progress they have made so far in diversity. At first there were only four students involved. Now there are forty-five students involved. Mr. Strout asked if they were heartened to have so many kids involved. Ms. Gilman asked what is the most exciting thing you have done when you felt support at the school. The students responded: When went to the Holy Cross summit we learned that it is not just a problem at ENSATS, but at other schools too. There are representatives from all grades participating in the Cultural Awareness Collection. Ms. Griffin Dunne asked if they have any future activities planned for the rest of the school year. Yes, we plan to present at each shop individually. Their first step was the World for a Job Day. Mr. Gibson mentioned that there may be small group presentations on Wednesdays in the future. Ms. McDonald what they have planned in March. Mr. Gibson described the stories and exercises that they participate in for two hours to help shape diversity. There are three schools doing this in the area. Concord Carlisle has been working at this for a while, but have not presented yet. This group is ready to present after 1.5 years in existence. The School Committee applauded the group.

5. Approval of Meeting Minutes

Mr. Marquis made the motion to approve the January 10, 2019 Regular Meeting Minutes.
Ms. Liteplo seconded the motion.
There were some amendments made to correct the minutes.
The motion passed.

6. Communications

- a. Massachusetts Department of Elementary and Secondary Education – Chapter 74 New Program Approval Part A Application for Agricultural Mechanics
- b. Massachusetts Department of Elementary and Secondary Education – Chapter 74 New Program Approval Part A Application for Construction Craft Laborer
- c. Massachusetts Department of Elementary and Secondary Education – Postsecondary 600 and 900 hour (Chapter 74) Advanced Manufacturing Technology Pilot Program
- d. Notice of School Committee Appointment – Ms. Roxanne Schena, Nahant Representative

Mr. Strout reviewed the communications with the group.

7. An Act Relative to Clean Energy Generation at the Essex North Shore Agricultural and Technical School.

Mr. Strout described a breakfast that was held at ENSATS in regard to going solar on the entire ENSATS campus. Legislation was filed after the Friday meeting by Mr. Speliotis. This needs to be voted on to move forward with the exploration of this concept.

Mr. Delaney made the motion to support legislation filed by an act relative to a future long term lease agreement.

Ms. Gilman seconded the motion.

Mr. DiLuna will not support this motion because solar energy has not been fully improved. He feels this is locking into technology that has not been improved.

Mr. Strout explained that this is just an exploratory motion to investigate the potential of solar at

ENSATS.

Mr. O'Brien explained how the payback would be to the school, but in reality this is just the first step. This will still take two to three years before coming to fruition. This is just an opportunity to get the legislature through and get a committee on the agenda to be discussed at the State level.

It can be amended later. The legislators were reluctant to keep the legislation open.

The group discussed alternative power and the investigative process.

Mr. St. Pierre explained the discussions they are having with different solar vendors and other alternative energy company.

Ms. Griffin Dunne feels this is giving power over a lease as opposed to the separation.

Mr. O'Brien explained that this motion is to just move forward with the legislation.

Ms. Griffin Dunne does like this idea, but it will take a while to go through. It does give us the option.

The Friday morning breakfast attendees were very impressed with ENSATS and want to give the power to ENSATS to investigate this.

Ms. Gilman asked how this would be incorporated into the education at ENSATS.

Ms. Donnelly explained the future goals of this program at ENSATS and the learning community involving as many shops as possible.

Mr. St. Pierre described how this would be incorporated into the shops.

Ms. Gilman asked for reassurance that this would be part of the curriculum and student learning.

Ms. Griffin Dunne reminded the group of the student presentation on sustainability.

Ms. Liteplo asked if there is a way to go smaller scale to start.

Mr. Strout reminded that this is just to approve the legislation to explore this opportunity.

Mr. DiLuna asked if this is just to extend the length of the RFP contract.

The Motion Passed.

Ms. Griffin Dunne asked if the legislation could be changed to just clean energy.

The group discussed how the support would be received through the community to support the legislation or modify it as needed.

8. Superintendent-Director Report

Dr. O'Toole presented for Dr. Riccio who is in California on school business. He gave a report on adult learning and Perkins grant funding. An Exxon Mobil Grant that was received. There are 1,400 applicants for next year at ENSATS. The budget preparation by the staff is appreciated.

Mr. Delaney made the motion to approve the Superintendent-Director report.

Mr. Marquis seconded the motion.

9. Principal Report

Ms. Donnelly presented details on the Out of State Field Trip Requests.

- Out of State Field Trip Request for the Essex Chapter FFA Horse Judging Team to Wolf Creek Farm in Thornton, New Hampshire on April 27, 2019.

Mr. DiLuna made the motion in support of this field trip.

Mr. Hathaway seconded the motion.

The motion passed.

- Overnight Field Trip Request for grades 11 and 12 Key Club students to attend the Key Club District Convention in Springfield, Massachusetts from April 5 – 7, 2019.

Mr. Delaney made the motion in support of this field trip.

Mr. Hathaway seconded the motion.

The motion passed

- Overnight Field Trip for Skills USA students and advisors to attend the Fall State Leadership Conference at Best Western Convention Center, Marlborough, Massachusetts from April 25 – 27, 2019.

Mr. Delaney made the motion in favor of this field trip.

Mr. Demsey seconded the motion.

The motion passed.

- Overnight Field Trip Request for FFA students and advisors to attend the State FFA Convention at Sturbridge Host Hotel, Sturbridge, Massachusetts from March 12 – 15, 2019

Mr. O'Brien made the motion to approve this field trip.

Mr. Hathaway seconded the motion.

The motion passed.

Ms. Donnelly went on to review the presentation "If they had Known". There were about fifty people in attendance. There was a video presented. The Resource Officer attended. Students participated in a panel discussion.

Mr. Strout stated how powerful the presentation was and what a great job the staff did with it.

Ms. Gilman knows the Soper family that this presentation was about. She wondered how to get a better turnout when these great leaders come to speak. Is there a possibility for the student to come with their parent and then prepare a paper on the topic with parent participation? Make it more meaningful to get a parent and student to have a conversation.

Mr. Strout reminded how difficult it is to get parent attendance for such events and described how Danvers made it mandatory for Juniors to buy prom tickets.

He went on to discuss other programs like this and how important parent attendance is.

Mr. Strout went on to describe the situation that caused the Soper child to pass away from a lethal dose of alcohol and RX drugs.

Ms. Donnelly reviewed the other school groups that come to the presentation on the 23rd.

Ms. Donnelly reviewed a conference she took students to. They were asked what makes your school unique. The students are going to be working on a mental health awareness project for May. She also spoke about the Cultural Awareness Collective presentation held at the school and the support from the staff and students. They invited Grace Clark the Food Service Director to a meeting to introduce some cultural foods in the cafeteria. There have been some ethnic foods introduced into the cafeteria.

There will be tours of the school during the month of March. Please let Candace Levesque know if you are interested in a tour and see the kids in action.

The January Hawk Highlight was presented via a video. Mr. St. Pierre set up the presentation. Lauren Minigan was the recipient this month.

Mr. Delaney made the motion to approve the principal's report.

Mr. Hathaway seconded the motion.

Ms. McDonald asked how the students were chosen for the leadership seminar.

Ms. Donnelly explained how the group was chosen for the leadership conference.

Ms. McDonald asked about the world job day. Did the student who had shop that day get a chance to see it?

Mr. St Pierre said they alternated days so all of the students could see it.

Mr. Strout mentioned a regional meeting he and Ms. Griffin Dunne attended in Worcester to see the veterinarian program at Worcester Tech. ENSATS may host a regional meeting.

The motion passed

10. Subcommittee Reports

Finance Subcommittee

Mr. Marquis reviewed the financial statements

a. Financial Statements

Mr. Prazar made the motion to approve the Revenue and Expenditure Report for November 30, 2018.

Mr. Hathaway seconded the motion.

The motion passed.

The statements will be placed on file for audit.

b. Contingency Funds

Mr. Marquis reviewed the contingency funds.

Mr. Delaney made the motion for the allocation of \$20,200 for upgrades to the Alumni Gymnasium. The upgrades include the main entrance, walkway, installation of curtains. In addition, the administration recommends the allocation of \$29,800 for design services for the Angell Memorial Animal Medical Center.

Mr. Hathaway seconded the motion.

The motion passed.

c. Bond Counsel Language Vote to Repurpose Remaining Building Project Funds

<u>Projects</u>	<u>Amount</u>
Demolition McNamara O'Shea	\$1,000,000
Angell Hospital	\$100,000
Larkin Cottage	\$100,000
Design RFQ	Pending

Mr. Marquis reviewed the repurposing of remaining building funds for future projects

Mr. Strout explained that a roll call vote would be taken for this approval.

A Roll Call vote was taken. All members in attendance voted in favor of the following:

That in accordance with M.G.L. c. 44, §20, \$31,355,000 originally borrowed by the District To pay costs of the new High School, which project has been completed, and for which no further liability remains, are hereby allocated to pay costs of capital improvements at the south campus, in accordance with the recommendations by the architect and subcommittee, which improvements include, but are not limited to, the following:

<u>Projects</u>	<u>Amount</u>
Demolition McNamara O'Shea	\$1,000,000
Angell Hospital	\$100,000
Larkin Cottage	\$100,000
Design RFQ	Pending

[Note, M.G.L. c. 44, §20, requires that the projects to be paid with surplus funds from a borrowing will need to be expended on projects for which the District could otherwise borrow for a term equal to or greater than the term of the original borrowing.]

d. Fiscal Year 2019 Grants

Mr. Marquis reviewed the grants.

<u>Grant Description</u>	<u>Amount</u>
Massachusetts Skills Capital Grant	\$125,000
MassIDEAS Planning Grant	\$133,900
Cell Signaling	\$ 4,026
VWR Charitable Foundation	\$ 9,318
Collision Repair Education Foundation	\$ 1,000

Mr. Delaney made the motion to accept the FY2019 Grants:

Mr. Prazar seconded the motion.

The motion passed

e. Repair of Main Gymnasium Bleachers

Mr. Marquis reviewed

Mr. Hathaway made the motion for the repair of the main gymnasium bleachers in the amount of up to \$17,635 from the facilities rental account.

Mr. Delaney seconded the motion.

Ms. Griffin Dunne asked for explanation as to what happened to the bleachers.

Mr. St. Pierre explained why the motor is needed for the bleacher.

Ms. Znamierowski explained how the quotes were received. There is some money in the budget to pay for this upgrade.

Mr. Hathaway made the motion for the amended motion.

Mr. Delaney seconded the motion.

The motion passed

f. Transfer of Funds

Mr. Armstrong made the motion to approve the transfer of \$19,495 from Advanced Manufacturing to Graphics to purchase a replacement wide format printer.

Mr. Delaney seconded the motion.

The motion passed

Mr. Marquis reviewed the motion to move the subcommittee meetings to 5:00 p.m.

Mr. Strout explained how the Finance and Personnel subcommittees voted.

Mr. DiLuna explained how the bylaws will need to allow members to telecommunicate for members who cannot attend the earlier times.

The bylaws will need to be amended if they do not allow for telecommunicating.

Mr. Marquis made the motion to accept the report.

Mr. Delaney seconded the motion.

g. Fiscal Year 2020 Budget Preliminary Budget

Ms. Donnelly presented details of the FY2020 (draft) budget proposal for discussion. This draft is part of this packet.

She reviewed the budget and new programs being added and the Salem Retirement Fund.

Ms. Znamierowski reviewed how a hole was created in the budget over the past two years to prepay this assessment.

Mr. Strout explained that there was an increase in this fund and ENSATS responsibility to pay it. Ms. Donnelly went on to review the budget and explained the dust collection system. Ms. Holman described how these systems work and the necessity for them. There was discussion among the group about dust collection being a safety factor. Ms. Donnelly went on to review the staffing increases in the budget to allow for an additional twenty students. Adding an additional teacher in plumbing and carpentry for compliance purposes. Also a Dental assisting teacher. A comptroller will also be added to assist in the Business Office. There are also some reductions in the budget due to retirement. Enrollment has increased over the last few years. There will also be other programs explored for evening and afternoon students that could not get into the day time program. Technology is going to be reviewed to see if Chrome Books might be a more affordable option. A camera upgrade initiative to update cameras to web based cameras. Stipends for a school choir. A stabilization fund for capital expenditures. There is a capital skills subcommittee to monitor the spending of this money. The south campus renovations were reviewed. Retirements and transportation items on the budget were discussed. Ms. Znamierowski described the upgrades needed in transportation. The Day Care, Special Education assessments, Night Hawks Adult Education Program are sources of income. Competitive grant funding is also a source of revenue. Ms. Gilman asked about the Perkins Grant and how long it continues. Ms. Znamierowski stated staff can be maintained in the grant for three years and then must be absorbed by the budget. Ms. Gilman also asked about how the need for programs is developed. Ms. Donnelly explained how this works. Mr. DiLuna asked about cutting science position with the current emphasis on STEM. Ms. Donnelly explained that the science team was overstaffed without enough students in the classroom. Mr. DiLuna asked if it was premature to hire a cultural arts teachers. Ms. Donnelly described allocations available for cultural art support. Ms. McDonald asked if there was additional staff members needed for the new Angell Memorial initiative. Ms. Donnelly explained that this is already a large program at ENSATS. Ms. McDonald asked if they would be bringing in another teacher. Ms. Donnelly said no, not yet. Ms. McDonald stated they need more lockers to support the new enrollment numbers. She described the situation the students are facing. The ENSATS staff feel there are plenty of lockers, but the design is not ideal. Ms. Donnelly went on to describe how locker allocation works. Mr. Demsey pointed out on page two where it says twenty students from member districts. He asked for explanation of what this means. Ms. Donnelly said this is currently an out of district program, but will be open to anyone. Mr. Demsey asked how many children attend the Day Care. The ENSATS staff does not monitor the Day Care center. Mr. Marquis mentioned that the retirement assessments were up due to transition and timing. There is also an increase in enrollment. This is almost the entire budget increase. Mr. Delaney asked how many retirement systems exist at ENSATS. Ms. Znamierowski explained how the retirement systems work and their presence at ENSATS. Mr. Strout thanked the staff for all of their hard work on the budget and their diligence to keep it down. Ms. Znamierowski stated there will be a public hearing in March on the budget.

Mr. DiLuna made a motion to accept the report.
Mr. Marquis amended the motion based on the public hearing.
Ms. Gilman seconded the motion.
The motion passed.

Next Meeting: March 6, 2019 – (pending)

District Policy Subcommittee
Next Meeting: March 14, 2019 5:30 p.m.

Personnel Subcommittee
Next Meeting: April 11, 2019 5:30 p.m.

Ms. Griffin Dunne asked for the Personnel subcommittee report that was held tonight.
Mr. DiLuna reviewed the meeting, documents that were submitted and they voted to approve the job descriptions for: *Data Assessment Specialist, Comptroller, remove interim from the Teacher Induction Supervisor, change the job title from Assistant Principal to Supervisor of Freshman Academy, Admissions and Student Success with additional responsibilities.* These will be brought before the full School Committee for a vote.

Mr. Delaney made the motion to accept the Personnel Subcommittee report.
Mr. O'Brien seconded the motion.
The motion passed

11. Old Business no old business.*
12. New Business no new business*

13. Warrant
Mr. Marquis reviewed the
Mr. Hathaway made the motion to accept the warrant
Mr. Delaney seconded the motion.
The motion passed

Mr. Strout thanked the group for attending the subcommittee meetings.

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

15. Adjourn
Mr. Hathaway made the motion to adjourn at 8:30 p.m.
Mr. Delaney seconded.
The motion passed.

The meeting adjourned at 8:30 p.m.
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)