

Essex North Shore Agricultural and Technical School District
Personnel Subcommittee Meeting

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

Thursday, June 13, 2019
5:00 p.m.

Approved Minutes

Members Present Frank DiLuna, James O'Brien (alternate), Mark Strout,
Beverly Griffin-Dunne, Alice McDonald
Members Absent: Valerie Gilman, William Lannon

Others Present: Dr. Riccio, Shannon Donnelly, Kathleen Holman

1. Call to Order

Mr. DiLuna called the meeting to order at 5:13 p.m.

2. Approval of Meeting Minutes

Mr. Strout made the motion to approve The Personnel Subcommittee February 7, 2019 Meeting Minutes.

Ms. Griffin Dunne seconded the motion. The motion passed.

3. Personnel Proposal

Cooperative Education Coordinator

Dr. Riccio explained the reasoning for this change and how it will benefit ENSATS.

Mr. Strout made the motion to increase the Cooperative Education Coordinator to 205 days worked to ensure coverage of the Cooperative Education Program through the summer months. To assist with the District supervision and evaluation model, including evaluating faculty and assist in the supervision of the Career Counselor.

Ms. Griffin Dunne seconded the motion. The motion passed.

4. Non-Union Employees Salaries Adjustments

Administrative Recommendation:

Ms. Holman explained the group of staff that would be receiving this increase.

Mr. O'Brien asked if this was a total amount for all staff members.

Mr. O'Brien made the motion to increase the salaries of Individually Contracted Employees (FY2019) (other than administrators) 2% (\$3,951).

Mr. Strout seconded the motion. The motion passed.

5. Job Description

Administrative Recommendation:

Ms. Holman explained that this is a new position for the SOAR program and the details and description of the position.

Mr. Strout asked if this would be a type of credit recovery program.

Ms. Holman explained that it is designed to help students make better choices.

Dr. Riccio went into further detail about student choices and this position's ability to help them. This will be instead of outside suspension.

It will involve the Tier One and Tier Two SOAR program.

Dr. Riccio explained the guidelines that this program is tied to.

Ms. Donnelly explained what some of the violations that may cause a student to be required to attend this program. Vaping is the primary issue.

Ms. Griffin-Dunne asked how the students can make up the time that they are not in class.

Mr. Strout asked for a report halfway through the year for the data on students who attended this program.

Mr. DiLuna asked how the program is funded. Is it a grant or funded by ENSATS?

Dr. Riccio explained that this will be funded by ENSATS and part of the Train the Trainer Grant.

The ENSATS District needs to work on consistency in discipline.

Dr. Riccio explained that they are currently looking at other methods of detention rather than sitting in a classroom.

Mr. O'Brien would like a report on this program after three months of participation.

There was discussion around the lack of discipline in today's environment.

Mr. DiLuna asked if this position would require a Master's Degree.

Dr. Riccio explained that this will be an internal candidate.

The job description is attached and recommended by the administration for approval.

Mr. Strout made the motion for the approval of a SOAR Program and Credit Recovery Teacher.

Ms. Griffin-Dunne seconded the motion. The motion passed.

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

Ms. Holman reviewed recent retirement letters that have been received from ENSATS.

There have been four teachers that have resigned. She reviewed the reasons for resignation. There have been three paraprofessionals resign. All for good reasons.

Mr. Strout would like the names of resigning teachers for a future letter to be sent.

7. Adjourn

Mr. Strout made the motion to adjourn at 5:31 p.m.

Mr. O'Brien seconded the motion. The motion passed.

The meeting adjourned at 5:32 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, Sections 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.