

**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 6, 2020
6:00 p.m.
Approved Minutes**

Members Present:

W. Marquis, Danvers/Vice President
C. Grant, Essex
G. Hathaway, Lynnfield
J. Delaney, Manchester
M. Strout, Marblehead/President
A. Liteplo, Middleton
B. Perkins, Rockport
J. Picone, Salem
A. McDonald, Swampscott
J. Bucco, Wenham

Others Present: Dr. Riccio, Shannon Donnelly, Kathleen McMahon, Marie Znamierowski

Members Absent: Mr. DiLuna, Mr. O'Brien, Mr. Demsey, Mr. Chase, Mr. Lannon, Ms. Gilman, Ms. Schena, Mrs. Griffin Dunne

Due to the lack of a quorum, the meeting was postponed to Tuesday, February 25, 2020, at 6 pm. Mr. Strout took a poll for member availability on February 25th. Nine out of the 10 required members present are able to attend on February 25, 2020.

See below for minutes from February 25, 2020 School Committee Meeting.

Rescheduled to: Tuesday, February 25, 2020 at 6:00 pm.

Members Present: F. DiLuna, Department of Agriculture
J. O'Brien, Department of Agriculture
Vacant, Department of Agriculture
Vacant, Beverly
W. Marquis, Danvers/Vice President
C. Grant, Essex
V. Gilman, Gloucester-exited the meeting at 6:45 pm.
W. Lannon, Hamilton
G. Hathaway, Lynnfield
J. Delaney, Manchester
M. Strout, Marblehead/President
A. Liteplo, Middleton
B. Perkins, Rockport
J. Picone, Salem
A. McDonald, Swampscott
J. Bucco, Wenham

Others Present: Dr. Riccio, Shannon Donnelly, Kathleen McMahon, Marie Znamierowski

Members Absent: Mr. Chase, Ms. Schena, Mrs. Griffin Dunne, Mr. Symmes.

1. Meeting Opening

A. Mr. Strout called the meeting to order at 6:00 pm.

B. Salute to the Flag

C. Attendance

Sarah Bacci gave the student report. She reported on the Fashion Forward fundraiser. Proceeds will be used to create Hawks Hangers. An in school boutique for students to shop for special occasions. The Cultural Awareness Collective has been busy for the month of February. She also reported on sports and records that have been broken and qualifications for playoffs. There are new school and personal records.

D. Public Comment-There was no public comment.

There was no public comment.

2. Routine Items

A. Treasurer's Report

No Treasurer's Report.

B. Mr. Lannon made the motion for the approval of School Committee Minutes from January 9, 2020, Annual Meeting.

Mr. Delaney seconded the motion. The motion passed.

3. Reports and Communications

A. Thank You Note Received From Rockport Public Schools.

Dr. Riccio reported on the event at Rockport Schools and the cookie tray that was sent to the staff.

B. Thank You Note Received From Blackstone Valley Vocational Regional School District.

Dr. Riccio reported on a Blackstone Valley student who passed away from a brain tumor suddenly. A cookie tray was sent to the staff.

C. MSBA Alumni Gymnasium Project Oversight

4. Superintendent-Director Report.

Dr. Riccio presented information on the FY21 Budget summary with soft costs, preliminary assessments with soft costs, proposed revenue budget and proposed budget.

Dr. Riccio advised that there have been some updates since last week. ENSATS is the most affordable Technical and Agricultural school in the Commonwealth. This is a kudos to the entire staff. She went on to review the timeline of the budget. The budget documents are part of tonight's packet.

Ms. Znamierowski reviewed the Department of Education's minimum contribution and the factors involved in figuring this contribution.

Dr. Riccio cautioned that some things were reduced to keep the budget within the 4.8% increase. At some point technology, McNamara O'Shea, a paving project will all need to be considered to continue to remain a state of the art education center.

Staffing and Perkins funds were reviewed. Freshman exploratory showed an increase in veterinary science and cosmetology. Part of the budget reductions left a need in ELA. She reviewed the other programs that need specialized care. There is a new IT and Support Specialist as a new position in the budget. This will support the Technology Department. Enrollment has increased by 82 students at this time. Maximum capacity is 1,600 students. Grade 10 and 11 students are being sought for under-enrolled programs. Beverly Public Schools has been added to the Partnership Program. This will include grade 11 students. It is a two year program. Beverly will support this program financially if it is not accepted in the Competitive Grant. Peabody, Salem and Gloucester also participate in Partnerships. There is one way transportation for this program. The students will be at ENSATS everyday participating in the under-enrolled programs.

Mr. Delaney asked if other communities will be allowed to participate in this program in the future.

Dr. Riccio explained how Gloucester approached ENSATS about this program and how the Gateway Cities such as Salem and Peabody approached them. Beverly approached ENSATS to participate the same way as Salem and Peabody.

Mr. Delaney asked if a commitment from the town was needed.

Dr. Riccio agreed that yes, the town would have to commit to this program. Many times this is driven by students that have decided a technical education is their chosen field.

Dr. Riccio went on to discuss extra-curricular programs that will be supported in this budget. There will be a DECA program and a United Nations program. Projects that are underway were discussed and their potential to be reimbursed by the state. She reviewed the amounts of money that need to be on hand prior to the project's beginning. Approval will be sought from the Committee to put some projects back in the budget in the future. She also reviewed a program housed on ENSATS property to support Early Education for Special Needs students. There are also discussions around workforce training for autistic students.

Mr. Marquis asked about retirements and some teachers being replaced and another who will not. Dr. Riccio described how these replacements can be used to reduce salaries in the budget.

Mr. Marquis asked about net staffing and how many FTEs have been increased in this budget.

Ms. Znamierowski stated that it is a 2.6% increase in the proposed budget. This is all staffing increases.

Mr. Marquis commented that the enrollment is increasing by 6%, but the staff is increasing by only 2.6%.

Dr. Riccio continued to review the proposed budget and priorities. Adult education has doubled enrollment. It is anticipated that the Governor will be increasing funds for these programs.

Healthcare, culinary arts, hospitality are some of the programs being considered for adult education. There has been an increase in the electrical and plumbing adult education.

Dr. Picone asked about the out of district tuition rates compared to other technical schools in the area.

Dr. Riccio described assessments and out of district tuition rates, debt service rates and special education rates that has increased tuition revenue from last year. This has allowed for a minimum contribution for the district.

Dr. Picone asked if the amount of increase is known.

Dr. Riccio advised that it is on the Commissioner's desk for signature.

Dr. Picone stated that a 1% reduction in this budget would be \$300,000. He asked if this revenue becomes available if assessments will be reduced.

Dr. Riccio stated that it is important to recognize that if your revenues increase assessments will be reduced creating a neutral impact on the budget.

Ms. Znamierowski advised that new documents were uploaded on Board Docs that reflect the new assessments. There was a spreadsheet passed around showing the incorporation of additional revenues into the assessments. Chapter 70 revenue will also be included in the assessments if available. The new documents on Board Docs are available for the Committee's review.

Mr. Marquis asked if it is possible that more money will come in to reduce assessments.

Dr. Riccio advised that ENSATS is at minimum contribution now. If ENSATS goes below minimum contributions the state will not give back any money given to support the Technical Education. She is not comfortable going below minimum contribution. The revenue goes back to the communities to help with assessments.

Mr. Lannon stated that the expenditure per student is remarkable for the education being given. The group reviewed the number of communities whose assessments are down.

The five largest sending communities have reduced assessments.

A student who opted for School Choice was calculated in ENSATS assessment.

Mr. Delaney asked for clarification on the assessments and why ENSATS is responsible for the School Choice student.

Ms. Znamierowski described this scenario and the future responsibility for this student's assessment.

Dr. Riccio continued on with the projected budget and discussed proposed future planning.

Dr. Riccio asked Joe St. Pierre to describe a situation where ENSATS acted as its own DPW and how it turned out favorably for ENSATS. Slides from this project were shown to the Committee for reference. ENSATS maintenance department was fully able to complete the project saving the district funds.

Dr. Riccio offered a time for questions related to the budget.

Dr. Picone asked when the public hearing meeting is.

The meeting is next Thursday night, March 5, 2020 at 6:00 pm.

Mr. DiLuna asked about the increase in graduation.

Dr. Riccio described the changes to graduation and investments in graduation.

Mr. Marquis commented on his opportunity to go through this budget and how useful the timeline is to see where it started and where it ended. He wondered if there might be an alternative to the E and D money for future projects. He complimented the entire staff and Superintendent on a super job.

Ms. Liteplo asked about the increase on page 8 for in service training.

Ms. Znamierowski described that this is professional training for transportation staff.

Mr. DiLuna asked about materials and construction equipment increases.

Dr. Riccio advised that this was for annual purchases of consumables.

Dr. Riccio updated the Committee on the Larkin Project. There is a gas line, but it has been difficult to get ahold of National Grid to remove the line. There was a generous donation of hay bales to be placed prior to demolition. There was an increase in the projected cost of the project. Some items have been put out for rebid. Some alterations have been made and lengthening the timeline should reduce costs.

Mr. Grant asked about the budget for the Larkin Project and understanding where the money is coming from.

Dr. Riccio explained that there has been approximately \$250,000 raised for this project. She also went on to describe how the Larkin Cottage will be an educational space and the programs that will use it. This will provide sustainability for the project. Some of the funding will come out of the operational budget due to students using supplies to work on the project. Competitive Grant funding will continue to be sought.

Ms. Znamierowski updated on the McNamara O'Shea project. Next week there will be a timeline for the project. There will be an informational meeting next Friday, March 6, 2020 in Smith Hall.

Dr. Riccio updated on Gallant Hall and the improvements being made. The electrical and carpentry programs will be working on wiring and ceiling tile projects. There is also potential for rental income from this building and long term leases.

Ms. Znamierowski advised that the MSBA is bringing these projects to the board on April 15, 2020.

The plan would be for the project to start in September.

There is a bill that would make CPR training as a graduation requirement. Dr. Riccio described how ENSATS would like to offer CPR as a requirement for all ENSATS programs. She advised the Committee to let the state know they support this bill.

Dr. Riccio explained that she has been teaching at Fitchburg State since 2000. She had concerns that this may be a conflict of interest or an ethics violation. It has been determined that this is not a violation.

Mr. Strout advised that Dr. Riccio brought this information forward during her interview for the Superintendent position.

Dr. Picone advised that he too taught and applauded Dr. Riccio for bringing this forward.

Dr. Riccio shared that she loves teaching and how it enhances her role as Superintendent.

Dr. Riccio described a week of Kindness coming up in April in support of One Boston Day. There will be a guest speaker who will present on April 15th. It is being suggested that April 15th be a half day to allow time for this program and the April 29th late start will be removed to compensate for this school calendar change.

Mr. Marquis made the motion that April 15th be a half day to support this program and the April 29th late start will be removed to compensate for this school calendar change.

Mr. Hathaway seconded the motion. The motion passed.

Dr. Riccio advised that Dorothy Presser is providing future training to School Committee members in the Bistro. She also went on to show an article in DANVERS MAGAZINE highlighting the Angel clinic at ENSATS. She went on to review different methods of publicity that ENSATS has received recently.

Mr. Lannon made a motion to accept the Superintendent's report.

Mr. Delaney seconded the motion. The motion passed.

5. Principal's Report

Ms. Donnelly presented information on field trips.

A. Mr. O'Brien made a motion to approve an April 30 - May 3, 2020, Overnight Trip Request for eight (8) grade 11-12 Cattle Club students to attend the Big E Youth Cattle Club Show, 1305 Memorial Avenue, West Springfield, MA.

Mr. Delaney seconded the motion. The motion passed.

B. Mr. DiLuna made a motion to approve the April 4, 2020, Out of State Field Trip Request for grades 9-12 Horse Judging Team to attend the FFA Horse Judging at Deer Creek Farm, Thornton, New Hampshire.

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

C. Mr. Marquis made a motion to approve the April 17, 2020, Out of State Field Trip Request for grades 9-12 Equine Science students to attend the Equine Education Days at the University of New Hampshire, Durham, New Hampshire.

Mr. DiLuna seconded the motion. The motion passed.

D. Mr. Delaney made the motion to approve April 9, 2020 Out of State Field Trip Request for grade 12 Equine Science students to tour the New England Equine Medical & Surgical Center in Dover, New Hampshire.

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

Ms. Donnelly showed some slides to the Committee reviewing the Grade 9 Career Placement. She also reviewed the Junior Co-Educational placements. The Co-Op is booming. On January 31, 2020 ENSATS celebrated World Hijab Day. Two students represented ENSATS at the Department of Education on the Cultural Awareness Collective and Social Emotional Awareness.

There will be a day of service as part of the Kindness Week at ENSATS. It is hoped that members of the ENSATS community will provide ideas of projects for Community Service. There have been some new babies born to ENSATS staff. There were cute pictures of the newborns shown. The January Hawk Highlight was then shown to the Committee.

Ms. Heather Fullerton, a Dental Assisting Teacher, was the deserving recipient.

Mr. Marquis made a motion to accept the Principal's report.

Mr. Hathaway seconded the motion. The motion passed.

6. Finance Subcommittee Report

A. The next meeting of the Finance Subcommittee is scheduled for Wednesday, February 26, 2020 at 5:00 pm.

B. Expenditure Report

Mr. Marquis made a motion to place the January 31, 2020 Expenditure Report on file for audit.

Mr. Lannon seconded the motion. The motion passed.

C. Prior Year Invoices

Mr. Perkins made a motion to recommend payment of FY19 invoices from Tutoring Services in the amount of \$1,995.00 to LearnWell using FY2020 funds.

Mr. Marquis seconded the motion. The motion passed.

Mr. Perkins made a motion to recommend payment of FY19 invoice from Perfecto in the amount of \$315.28 using FY2020 funds.

Mr. Marquis seconded the motion. The motion passed.

D. Dust Collection project.

E. Excess & Deficiency Certification

7. Personnel Subcommittee.

A. The next Personnel Subcommittee meeting is scheduled for Thursday, April 8, 2020 at 5:00 pm.

8. Policy Subcommittee Report

A. The Policy Subcommittee is scheduled to meet on Thursday, March 5, 2020 at 5:00 pm.

9. Old Business-None

10. New Business

Dr. Perkins showed an article from the Metro West Daily News to the Committee. The article is written about Technical/Vocational Schools keeping up with the economy. A lottery system is reviewed in this article. Expansion of these programs is suggested. Dr. Riccio sent an article to Committee members last month about lottery system proposals for Technical/Vocational Schools.

Dr. Riccio will be presenting on this at either the March or April School Committee meeting. She reviewed how a lottery system could undermine the Partnership Programs with member communities.

Mr. Perkins advised that the idea of a lottery is not a new one. This was something considered at Shawsheen when he was there.

Dr. Riccio advised that ENSATS did not create their admissions process, but it is part of the state's guidelines. She minded why discipline issues are different at ENSATS then public schools due to the equipment being placed in student's hands as part of their program.

Mr. Lannon explained that a lottery system could change the reasons students get into ENSATS

11. Warrant

A. Warrant Approval

Mr. Perkins made a motion to accept the Warrant and place it on file for audit.

Mr. Marquis seconded the motion. The motion passed.

12. Executive Session

Mr. DiLuna made a motion to go into Executive Session to discuss strategy with respect to litigation, and not to reconvene in Open Session.

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

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

14. Adjourn

A. Adjourn Meeting

Mr. Strout made a motion to adjourn at 7:47 pm.

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

The meeting adjourned at 7:47 pm.

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.

*Public Participation at School Committee Meetings (File: BEDH)