

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
Media Center (Upper Level)

Thursday, September 13, 2018
7:00 p.m.

Approved Minutes

Members Present:

E. Armstrong, Beverly
W. Marquis, Danvers
Mr. Lannon, Hamilton
G. Hathaway, Lynnfield
J. Delaney, Manchester by the Sea
M. Strout, Marblehead
A. Liteplo, Middleton
E. Johnson, Nahant
B. Griffin Dunne, Peabody
J. Picone, Salem
A. McDonald, Swampscott
W. Nichols, Wenham
M. Teixeira Prince, Chairperson/Gloucester

Members Absent: Mr. DiLuna, Mr. O'Brien, Mr. Demsey, Mr. Craig.

Others Present: Ms. Znamierowski, H. Riccio, S. Donnelly, B. Carr

1. Call to Order

Ms. Teixeira- Prince called the meeting to order at 7:08

2. Salute to the Flag

*3. Public Comment**

4. Student Representatives Report

The student representatives reported:

Johnathon Eberhardt/ Vet Science/Soccer

Lexy Paquette/ Landscaping/Drama and Vocal

They are looking for new ideas, events and club. "You can't take it With You" auditions are

tomorrow. They reviewed bulletin boards, The Big E, the Homecoming Dance, FFA at the Topsfield Fair, Skills USA selling concessions at mom ball to support activities.

Ms. Teixeira-Prince: offered the students to stay at the meeting and weigh in on topics discussed at the meeting.

5. Approval of Meeting Minutes

Mr. Strout made the motion to approve the July 12, 2018 Regular Meeting Minutes. Mr. Marquis seconded the motion. Ms. McDonald notified of spelling errors on page 2. All in favor. Mr. Nichols abstained.

6. Communications

- a. Notice of Retirement Received from Mary Etta Kroesser, Director of Human Resources
- b. Notice of Retirement Received from Tammy E. Rodolico, Director of Technology
- c. Melissa Teixeira Prince – Request for Audit of Essex Sports Center Pursuant to DCAMM Lease
- d. Executive Office for Administration and Finance – Division of Capital Asset Management and Maintenance
- e. Request from Chairperson, New Administrative Hires with Licensure
- f. Fiscal Year 2018 Certification Letter, Final Budget Summary and Community Assessments

The group reviewed the communications

Mr. Strout made the motion to accept the retirement with regret of Mary Kroesser. The group will send a letter of appreciation.

Mr. Strout made the motion to accept with regret the retirement letter of Ms. Rodolico. Ms. Rodolico will be sent a letter of appreciation.

Ms. Teixeira-Prince: reviewed the request for an Audit of Essex Sports Center.

Dr. Riccio: reviewed the items of section E and reviewed the licenses and certification letter.

Ms. Znamierowski: reminded that item F should be Fiscal Year 2019.

7. Superintendent-Director Report

- a. Superintendent-Director Entry Plan (September 2018)
- b. DRAFT SMART Goals, Revised 7/16/2018 School Year 18-2019
- c. Student Leadership Team

Dr. Riccio reviewed the packet and the copy of her entry plan. She introduced her coach Christine McGrath who is in the audience. She reviewed the purpose of the plan and where the needs are.

The copy of the Entry Plan is included with these minutes.

Ms. Liteplo: had a question on page 2 and “creating students”?

Dr. Riccio: explained her interpretation of what “creating students” means to her in a real world work experience. She went on to describe when this mission statement was created.

Ms. Teixeira-Prince: complimented Dr. Riccio on her well thought out, aggressive plan.

Mr. Strout made the motion to accept the entry plan. Mr. Delaney seconded the motion. All in favor.

Dr. Riccio: went on to discuss and review her smart goals that are included in these minutes. She offered Chris Megrath an opportunity to share with the group.

Ms. Megrath described the new Superintendent’s induction program. It is a three year program to support the leadership skills of the Superintendent in the leadership capacity. She described the work ahead for herself and Dr. Riccio.

Ms. Teixeira-Prince: offered the opportunity for questions.

Dr. Riccio: went on to describe the Smart Goals. There is no timeline tonight. It will be updated and ongoing.

Mr. Strout made the motion to approve the Revised Smart Goals with an evaluation by June 2019. A mid-cycle review will be conducted in January 2019. Mr. Marquis seconded the motion. All in Favor.

Dr. Riccio: went on to discuss the first day back to school. She also discussed the leadership roles at Essex Sports Center. Boston Burger Company is going to be a tenant there. ENSATS is looking to gain more of a presence there. The Athletic Director is working with them to use the forty hours allotted ENSATS. She advised that they are looking for positive results moving forward.

Dr. Riccio: asked the group to email Candace Levesque with landmarks from the member communities. The photographs will be showcased in the Culinary Arts program.

Dr. Picone: questioned if it was a picture to be sent or a location of the landmark.

Dr. Riccio: confirmed that it was the location or specific landmark to be sent. The students of ENSATS will go out and take pictures of the landmark. They would like the ideas prior to October first.

Dr. Riccio: introduced the three student leadership spokespersons: Sarah Bean, Jillian Miles, and Lexy Paquette. There were eight students present from the student leadership team.

Sarah Bean: introduced herself to the group and discussed being a follower or leader. She read a short speech from her cell phone. She reviewed how the team was created and the goals of the team.

Jillian Miles: introduced herself to the group. She read a short speech regarding what ENSATS means to her. She reviewed the purpose of the Student Leadership Team.

Lexy Paquette: introduced herself to the group. She reviewed what the leadership team can mean to freshman.

Cian Ganley/ Stoneham Senior, Cameron Cappachietti/ Beverly Senior, Shyanne Allen/Gloucester Junior, Anny Perez Sanchez/ Salem Junior, Steven O'Hara/ sophomore from Peabody each introduced themselves.

Dr. Riccio: opened the floor for questions.

Mr. Strout: asked what they would say to an eighth grader?

Lexy Paquette: said it was a very loving, open happy community.

Anny Perez Sanchez: has a sister in the eighth grade and she should focus on her studies.

Cameron Cappachietti spoke to the group about the team listening to the other students.

Cian Ganley explained the diverse group of students at ENSATS and getting a leg up on the competition with job skills at graduation.

Sarah Bean: spoke that not many students know about ENSATS until the eighth grade. She explained that she tells students to apply and they are capable of getting in.

Cameron Cappachietti: spoke that he was not a great middle school student. When he heard about ENSATS he applied and the people were so open minded and comforting. Since being at ENSATS he has gotten the best grades he ever has. He has gained confidence while being at ENSATS.

Jillian Miles: said, you find yourself with such a supporting environment. Everyone will learn something about themselves each year and grow. It is a better experience and gives so many opportunities.

Sarah Bean: we should have assemblies at middle schools for eight graders to hear their experiences.

Ms. Teixeira-Prince: asked what their role is in the school. What is your purpose and how do you promote yourself.

Jillian Miles: helping freshman find their way. They wear their shirts during freshman orientation. We want to encourage all upper classman to help the under classmen.

Mr. Strout: stated that many kids that apply to ENSATS do it based on the presentation of the students.

The group discussed the presentations made to the middle schools. The students went on to say how much they love being at ENSATS!

Ms. McDonald: asked if there is a place for people to go to see who the student leaders are?

Ms. Strout made the motion to accept the Superintendent's Report. Ms. Liteplo seconded the motion. All in Favor.

Report on Adult Education, Bonnie Carr

Bonnie Carr reported on adult education to the group. She had a presentation on the monitor. Strengthening Partnerships: Chambers and Potential Employers. Initiatives: Summer programs, Apprenticeship programs, Essex County Co-Op, Town of Danvers, Laborer's union/Local 22/ Gloucester High School, Hawk Award. Nighthawks Adult Education Program new logo. Media Presence on Wicked Local. Ads for the program were in local papers. Adult programs advertised on Social Media. Enrollment is very good for first semester. Dual Purpose: Industry Training with Mass hire and North Shore Community College. Community Interest and Enrichment: resource for communities, learning/hobby/fun, permission to use Farm Stand w/Total Wine and More. The culinary students would be preparing the food for these tastings.

Ms. Teixeira-Prince: A vote needs to be taken to allow alcohol on School grounds.

Ms. Liteplo: questioned the certification for this tasting.

Mr. Marquis: suggested checking with Joe Collins with the Board of Selectman.

Mr. Nichols: asked what the benefit is to ENSATS for hosting this event.

Ms. Carr: stated that the food prepared by the culinary students will be bought by Total Wine and More.

Ms. Griffin-Dunne: Thanked Ms. Carr for her presentation. She asked if there is a policy prohibiting alcohol use on School property.

The motion tonight would be to approve these two specific days that are planned for the wine tasting.

8. Nighthawks Adult Education Event

Dr. Picone made the motion to approve the Nighthawks Adult Education Program community- based course in partnership with Total Wine & More scheduled for October 18, 2018 and November 15, 2018 from 6:00 p.m. - 8:00 p.m. The events will be held in the Essex North Shore Agricultural and Technical School's Farm Stand. Mr. Hathaway seconded the motion. Ms. Teixeira offered that an amendment be made to approve emergency date changes. Ms. McDonald seconded the motion on the amendment of date's changes.

Dr. Picone: asked if Total Wine is going to be selling wine at the tasting.

The answer is no. It is an educational night.

Mr. Nichols: Does not feel ENSATS should associate with Total Wine and More due to putting small stores out of business and fighting with the state.

Ms. Griffin-Dunne: is also uncomfortable with it and asked if the students would be transporting the food to the event.

The answer is no. They students would not be on sight at the event.

Mr. Lannon: advised that it could model responsible use of alcohol.

Ms. Carr: reminded that it would be featuring craft beers from the north shore. This could be a starting point to work with the smaller breweries.

Ms. Liteplo: does not see the educational value in the event.

Ms. Teixeira-Prince: stated that she would support this event.

Mr. Strout: described an event hosted by Danvers at the Danversport Yacht club. He will vote in favor of this event.

Dr. Riccio: stated that her thought process changed by thinking about the agriculture side and the use of hops and grain. Some students will be working on farms that do have wine orchards attached. Some of the animals are fed by the remains of the grain used for alcohol and money is saved.

Ms. Teixeira-Prince: Feels it is okay to introduce alcohol in a responsible way. There is a benefit in partnering with total wine and having our culinary program food in their store. She will support to see how it goes. It will be a learning experience. Maybe other groups will want to use our gorgeous farm stand.

Mr. Strout: spoke of future money that can be raised for the PAC hosting wine tastings.

There was discussion about future events and fund raising that could be developed after this event.

Ms. Griffin-Dunne: asked about ENSAT's liability.

Ms. Znamierowski: will check with ENSAT's insurance company to clarify liability.

A roll call vote was taken. The motion passed with a vote of 23 yes and 11 no.

Mr. Strout: asked for a count of active articulation agreements ENSATS has with NSCC.

9. Principal Report

Out of State Field Trip Request

Ms. Donnelly reviewed the field trips with the group.

Mr. Strout made the motion to approve an Out of State Field Trip Request for grades 10 and 12 Cosmetology students to Evolve Salon Systems in Manchester, New Hampshire on October 10, 2018.

Mr. Lannon seconded the motion. All in Favor.

Mr. Strout made the motion to approve an Out of State Field Trip Request for grades 10 and 12 Cosmetology students to Concord Regional High Technical High School in Concord, New Hampshire on November 26, 2018.

Mr. Lannon seconded the motion. All in Favor.

Ms. Donnelly went on to discuss the teacher mentor program and new teacher orientation the second week. This week there was a 9/11 tribute followed by a moment of silence. The students then watched a video called "The man in the red bandana" followed by a writing assignment and class discussion. Co-Op is off and running there are 53 seniors that are out on co-op. FFA has 14 students going to the big E. The Topsfield fair will have the FFA students hosting the cider stand. The National Convention will be later in October with a poultry auction at the Topsfield fair to raise funds for the Nat conv. An event was hosted in Haverhill called Cow Plop Bingo.

10. Subcommittee Reports

Finance Subcommittee

a. Financial Statements

Mr. Marquis made the motion to approve financial statements for April 30, 2018, May 31, 2018 and June 30, 2018 place on file for audit. Dr. Picone seconded. All in Favor

b. Fiscal Year 2018 End of the Year Closing

Recommendation:

Mr. Marquis made the motion to close anticipated receipts of \$1,611,822.27 and appropriation budget of \$1,775,576.30 to unreserved fund balance account #100.3.3105.

Mr. Marquis made the motion to reverse \$453,344.25 FY 2017 reserved for encumbrances account #100.3.3102 to unreserved fund balance account #1100.3.3105.

Mr. Marquis made the motion to transfer \$57,282 from unreserved fund balance, account #100.3.3105 to School Choice, account #209.3.3108 to eliminate the deficit in the School Choice revolving fund.

Mr. Marquis made the motion to close balances due of \$721,096 in the due from cities and towns to unreserved fund balance, account #100.3.3105.

Mr. Armstrong seconded all above motions. All in Favor.

c. Acceptance of Donations

Mr. Marquis made the motion to accept the donation of a 1996 Toyota Avalon from Ms. Jennifer K. Schwarz of Peabody, Massachusetts to the Automotive Collision Repair & Refinishing Program.

Mr. Marquis made the motion to accept the donation of office and lab furniture from the Furniture Trust to the Information Technology Services Program.
Mr. Hathaway seconded the above two motions. All in Favor.

d. Establishing Senior Awards and Student Related Services

Mr. Marquis made the motion to approve applying funds received from the sale of scrap metal to senior awards and student related services as needed.

Dr. Picone seconded the motion.

Mr. Nichols: questioned using the metal purchased for educational purposes and using them for particular students in particular programs.

Dr. Riccio: noted that not all metal is purchased, but some is donations. Historically this metal has been discarded and no funds were received. Now through recycling the metals there is a lot of time being spent separating the metals and they benefit.

The group went on to discuss the use of the funds and how students would benefit.

All in Favor

e. Fiscal Year 2019 Grants

Mr. Marquis made the motion to accept the following FY2019 Grants:

<u>Grant Description</u>	<u>Amount</u>
Perkins CTE Secondary Allocation	\$344,772
Clean Energy Education Center	\$160,000
Title I	\$147,607
Title IIA	\$ 31,510
Title IV	\$ 11,829

Mr. Strout seconded the motion. All in Favor.

Next Meeting: October 3, 2018 (5:30 p.m.)

District Policy Subcommittee

Next Meeting: October 11, 2018 (5:30 p.m.)

Ms. Liteplo the progress of the subcommittee and the development of the bi-laws. It is planned they will be available one week prior to the October School Committee meeting. The Lawyer will be onsite to answer questions at the meeting. If there are questions please get them to Ms. Liteplo to give to the Lawyer so he can have an answer prepared at the meeting.

Ms. Teixeira-Prince: advised the group to look for the bi-laws to go out one week prior to the meeting.

Personnel Subcommittee

Mr. Strout: spoke to the group about the approval of Principal and Assistant Principal. He explained there are leadership and building charts. The Assistant Superintendency position was not approved tonight. Joe St. Pierre will take over the facilities and grounds. This will be discussed again in January. There were two coordinator positions discussed tonight.

Ms. Teixeira-Prince: let the group know that Mark Strout is the acting chair of the Personnel subcommittee.

11. Essex North Shore Agricultural & Technical School District – School Emergency Operations Plan Update

The group discussed the School Emergency Operations Plan.

Dr. Riccio: stated the copies of the plan will be sent electronically. There still may be some changes made to the plan prior to presenting it to the School Committee. This will be presented formally to the group in October. The group was encouraged to review it and provide feedback.

12. Old Business-

Ms. Teixeira-Prince: brought up the shorter version of a name for the school. It was promised to the

students that they would be included in this decisions. She was hoping to have a public hearing in October for testimony and opinions of what the name should be. Is the group ready to have a public hearing? It will need to be posted prior to the October meeting.

Mr. Delaney: asked if the students had been asked?

Dr. Riccio: stated that the students will have a “do now” hand written “what do you want to call us”? They will be tallied and the top three would be presented to the School Committee. This same survey would be presented to faculty and staff along with an online survey.

Many students have mixed emotions about this, but are open to conversation and feedback. There is a lot of time and energy being spent on this rather than teaching and learning. Expediting the process is of great importance.

Ms. Teixeira: suggested starting at 6pm prior to the School Committee meeting. Decisions will need to be made after the public hearing.

The group decided there would be a public meeting at 6pm prior to the next meeting on October 11, 2018.

13. New Business

Mr. Hathaway asked about the school ID

Ms. Teixeira-Prince: has learned that the Attorney General has come out with language around School Resource Officers. This policy will be referred to the Policy Subcommittee. This should be put on the agenda for the next meeting.

14. Warrant

Ms. Znamierowski spoke on behalf of Kathleen who is at a wake. She reviewed the warrant and the expenditures. Ms. McMahon did not have any questions for today and signed off on the warrant.

Mr. Marquis: made the motion to approve the warrant as submitted and place on file for audit. Mr. Strout seconded the motion. All in Favor.

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

16. Adjourn

Mr. Teixeira made the motion to adjourn at 9:25 pm. All in Favor.

The meeting adjourned at 9:25 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, 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)