

**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, November 14, 2019
6:00 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
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
B. Griffin-Dunne, Peabody
B. Perkins, Rockport
A. McDonald, Swampscott
Vacant, Topsfield

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

Members Absent: Mr. Lannon, Ms. Schena, Dr. Picone, Mr. Nichols

Approved Minutes

1. Meeting Opening

A.

Mr. Strout called the meeting to order at 6:04 pm

He asked for a moment of silence for the victims of Saugus high school today in Los Angeles.

B. Salute to the Flag/Attendance

C. Student Representative Report- Sara Bacci

The student representative is a junior in the Environmental Technology program and also runs track. She reported on a Veteran's lunch that was held on November 8, 2019. Also, on November 8th students and staff wrote holiday cards that will be delivered to military members around the world; sponsored by the key club. She reviewed the school play "A Midsummer

Night's Dream". Tickets are \$10 and can be purchased at the door. She reviewed the successes of Fall Athletics.

D. Public Comment-There was no public comment.

2. Routine Items

A. Approval of Meeting Minutes

Ms. Gilman made an amendment to section 8.

Mr. DiLuna made amendments.

Ms. McDonald made amendments

Ms. Gilman made a motion for the approval of the amended October 11, 2019, Regular Meeting Minutes.

Mr. Hathaway seconded the motion. The motion passed.

B. Treasurer's Report

Ms. McMahon reviewed the Treasurer's Report with the Committee. The warrant will be included in this packet.

Ms. Liteplo asked about the affordable sound systems for the dining halls.

Dr. Riccio advised that the current system was not suitable and did not provide enough sound.

Mr. Demsey asked where the sinkhole was that needed repairing.

Mr. St. Pierre described where the sinkhole is.

Mr. DiLuna asked about bus fuel and where it obtained.

Mr. Marquis made a motion to accept the Treasurer's Report as presented.

Ms. McDonald seconded the motion. The motion passed.

3. Reports and Communications

A. M.A.S.S. IDEAS - Dr. Thomas O'Toole, Director of Academic Programs and Mr. Paul Crofts, Environmental Science Teacher.

Dr. Thomas O'Toole presented information CTAAC; "Career, Technical, Agricultural, Academic, Content" integration. The information age is a whole way of looking at the process of learning and ways to improve our teaching and learning. He mentioned the "Most Likely to Succeed" a documentary that portrays CTAAC and PBL, filmed at High Tech High in California.

Mr. Paul Crofts described the project-based learning that the documentary is about. He discussed how CTAAC incorporates PBL. He reviewed how this is going to be implemented at ENSATS.

ENSATS is the first school to incorporate students into Professional Development. There are three projects currently up and running at ENSATS. He reviewed some of the schools they have visited for the M.A.S.S. IDEAS grant.

Mr. O'Toole reminded that there is no other school like ENSATS. A student integration committee has been created to look at surveys, scheduling, advising on what they would like to learn from this program. The student participation has been very positive. The teacher/student interaction is invaluable.

Mr. Crofts advised that there will be an exhibit presented at the Open House. Water, Cows, Compost, and Robots will be part of this presentation.

Mr. Strout advised how this information was part of the MASC conference last week in Hyannis.

B. Mr. Joseph St. Pierre, Director of Facilities Farm, and Grounds

Mr. St. Pierre presented information on the apple orchard. He described the location of the apple orchard. It will be about 1.5 acres. Twenty-Five Gala apple trees have been ordered. Next month more trees of different varieties will be ordered. He described the type of fencing that will be used. Organic Pesticides will be used and may be applied with mechanical sprayers. The Apiary person may want to place a hive near the orchard.

Mr. DiLuna questioned the cost of the fencing.

Mr. O'Brien suggested renting the installation equipment.

Mr. St. Pierre explained the decisions that need to be made regarding the fence and installation.

Mr. DiLuna questioned the size of the orchard and the number of trees that have been ordered.

The information on the Apple Orchard is part of tonight's packet.

Mr. St. Pierre explained the recommendations that George Hamilton from UNH made regarding the location of the orchard, trees, and other items.

Mr. Marquis asked how many trees can be placed on 1.5 acres.

Mr. DiLuna estimated that there could be 1,000 trees on 1.5 acres.

Mr. Delaney asked about the size of the trees being ordered.

Mr. O'Brien advised that all commercial orders use the smaller trees.

Mr. DiLuna gave information on the planting and trellising of trees.

The Agriculture Representatives gave robust information on the Apple Orchard industry.

Mr. St. Pierre advised that only twenty-five trees could be ordered due to time constraints.

Dr. Riccio explained that after visiting other orchards it was determined that the trellis is the way to go. She advised that there is a committee for this project that should be revitalized.

Mrs. Griffin Dunne asked about the fence at its purpose.

4. Superintendent-Director Report

Ms. Znamierowski gave an update on the McNamara'Oshea update. The bid opening will be after December 17th. The bid would come before the School Committee in January.

Dr. Riccio explained that there are trees that will stay after the demolition that need to be cared for during the process. There are also memorials that need to be saved prior to the demolition.

Ms. Znamierowski advised that a walkthrough should happen to assure there is nothing that needs to be saved.

Dr. Riccio that containers will be rented to store the artifacts to be moved into the Larkin Cottage when it is completed.

Dr. Riccio went on to advise that Ms. Znamierowski has completed the coursework to become a Massachusetts Certified Public Purchasing Official, MCPPO.

Ms. Griffin Dunne advised that the MSBA requires someone on the Committee to be certified when there is a building project.

Dr. Riccio described what has been happening at the Angell Clinic to ensure it is ready for the Grand Opening on December 2, 2019. There will be a ribbon-cutting ceremony on November 25th, 2019 at 11:00 am. Several Government officials have been invited.

On November 19th there will be a legislative breakfast that the School Committee members have been invited to. The Larkin Cottage will be the focus of this legislative breakfast in hopes of getting a line item on the Governor's budget. In 1925 \$100,000 was a line item for the Home Ec. School at Essex Aggie.

Dr. Riccio gave details on her attendance at the National FFA Convention. Students also went that attended workshops. A team of 4 ranked in the third percentile of the competition. This is the third-largest convention in the United States.

Mr. Grant gave some details on the convention and where it is held. It is impressive for the ENSATS students to go to the National Convention.

Dr. Riccio talked about potential community service involvement for the ENSATS students at the Topsfield Fair.

Dr. Riccio passed out some articles that have been in the news covering ENSATS students and happenings.

Dorothy Presser from Charting the Course also has training for School Committee members on their roles and working together. Dr. Riccio would like to do this between her mid-cycle evaluation and review in June.

Mr. Strout reminded that four years ago this training was help for School Committee members. He recommended that the members look at the MASC website for information on these workshops. Charting the Course is required within the first year of a School Committee member.

Mrs. Griffin Dunne commented on these workshops and the value they bring. She complimented the ability of this School Committee to work together and share their knowledge.

Dr. Riccio congratulated Mr. O'Brien for being recognized with the North Shore Chamber of Commerce Distinguished Leaders award.

Dr. Riccio also congratulated Ms. McDonald's daughter for breaking the Cross Country school record for Home Course. She is a freshman at ENSATS.

Dr. Riccio passed out a flyer that will be passed out to member communities.

A. Budget Timeline

Dr. Riccio discussed the Budget Timeline that is part of this packet. She explained some of the changes that have been made to this year's Budget.

B. Capital Planning Request Form

Dr. Riccio explained how this form will be used when developing the Budget. There is a Committee to advise on these requests.

C. Larkin Cottage Homecoming Gala Finance Report

Dr. Riccio presented information on funding sources for the Larkin Cottage that will be on the School website and part of this packet. She described some of the ideas that are being developed for funding the Larkin Cottage. She reviewed some of the grants and donations that will help to fund the Larkin Cottage. There may be a donation of services and materials available for use.

Ms. Gilman advised that the School Committee basket raised \$550 at the Gala.

The potential Golf Tournament may also contribute funds.

Mr. Marquis made a motion to approve the Superintendent's report.

Ms. McDonald seconded the motion. The motion passed.

5. Principal Report

A. Overnight Field Trip - Environmental Science

Mr. Delaney made a motion to approve an out-of-state and overnight Field Trip request for nineteen (19) Environmental Science students to observe fisheries and marine research at the University Of Maine Darling Marine Center in Walpole, Maine from May 19-22, 2020

Ms. Gilman seconded the motion. The motion passed.

B. Out of State Field Trip - Plumbing

Mr. Marquis made a motion to approve an Out of State Field Trip Request for twenty (20) grade 10 Plumbing students to visit Viega LLC in Nashua, New Hampshire on December 19, 2019.

Mr. Hathaway seconded the motion. The motion passed.

C. Out of State Field Trip Request - Cosmetology

Mr. Marquis made the motion to approve an Out of State Field Trip Request for twenty-five (25) Cosmetology students, grades 10 and 12, to attend a hair cutting and design class at Evolve Salon in Derry, New Hampshire on January 14, 2020.

Mr. Armstrong seconded the motion. The motion passed.

Ms. Donnelly shared information on the "Most Likely to Succeed" documentary on workshops that were provided to staff. She was part of the second cohort that attended the PBL workshop.

She advised of the upcoming open house.

Ms. Donnelly then presented the Hawk Highlight of the month. Jodi Norton, IT Teacher was this month's recipient.

Mrs. Griffin Dunn made a motion to accept the Principal's report.

Mr. Delaney seconded the motion passed.

Ms. Liteplo asked about extending the hours for the open house.

Dr. Riccio explained that this is a contractual day and is only four hours.

6. Finance Subcommittee Report

A. Next Meeting/December 4, 2019

B. Donation of a Variety Construction Supplies

Mr. Marquis made a motion to accept the donation of various construction materials with a value of \$40,000 from Home Depot of Danvers and Reading to Maintenance, Arbor, Landscape, Masonry, Carpentry and Construction Craft Labor Program.

Mr. Hathaway seconded the motion. The motion passed.

C. Donation of Stone Veneer

Mr. Marquis made a motion to accept the donation of Stone Veneer with an approximate value of \$1,310.40 from Ideal Concrete Block Co. of Waltham, MA for the Masonry Department.

Ms. Gilman seconded the motion. The motion passed.

D. Career and Technical Education (CTE) Partnership Implementation Grant

Mrs. Griffin Dunne made a motion to accept the Career and Technical Education (CTE) Partnership Implementation Grant of \$100,000 from the Department of Elementary and Secondary Education.

Mr. Demsey seconded the motion. The motion passed.

E. Advanced Manufacturing Training Grant

Mr. Perkins made a motion to accept the grant award of \$60,000 to support sixteen (16) adult learner participants in the Advanced Manufacturing Training Services from the Massachusetts Executive Office of Housing and Economic Development.

Mr. Marquis seconded the motion. The motion passed.

F. School Bus Lease

Mr. Perkins made a motion to approve a 5-year school bus lease through TCF Equipment Finance with an annual payment of \$19,293.49.

Mr. Marquis seconded the motion. The motion passed.

G. FY 2019 Invoices

Mr. Perkins made a motion to approve payment of FY 2019 invoices from Johnson Plastics Plus for \$76.93 and The Garage for \$137.60 using FY2020 funding.

Mr. Marquis seconded the motion. The motion passed.

H. Larkin Cottage Concrete and Foundation Work

Mr. Perkins made a motion to appropriate funds for the Larkin Cottage Concrete and Foundation Work using the district's operational FY2020 budget.

Ms. Gilman seconded the motion. The motion passed.

Mr. Grant asked if this is something that will need to be funded again.

Dr. Riccio explained.

I. Larkin Cottage Concrete and Foundation Work Bid Award

Mr. Perkins made a motion to award Bid #2020-5 Larkin Cottage Concrete and Foundation work.

Mr. Marquis seconded the motion. The motion passed.

J. Alumni Gym Architectural Services

Mr. Perkins made a motion to approve the transfer of \$12,000 from the Stabilization Fund for architectural services by Icon Architecture for additional design services for HVAC upgrade and window replacement for the Alumni Gymnasium MSBA project.

Mr. Marquis seconded the motion. The motion passed.

K. Notification received from Giusti, Hingston, and Company

No motion or action. Information only.

L. Financial Statements

Mr. Perkins made a motion to accept the July and August 2019 financial statements and place them on file for audit.

Mr. Marquis seconded the motion. The motion passed.

7. Personnel Subcommittee

A. Next Meeting/February 13, 2020

8. Policy Subcommittee

A. Next Meeting/December 12, 2019

B. Wellness Policy and Wellness Policy Assessment Tool

Ms. Liteplo made the motion to approve the Wellness Policy and Wellness Policy Assessment Tool.

Mr. Delaney seconded the motion. The motion passed.

C. Educational Stability Programming Educational Opportunities for Military Children Policy

Ms. Liteplo made a motion to approve the Educational Stability Programming Educational Opportunities for Military Children policy.

Mr. Delaney seconded the motion. The motion passed.

D. Educational Stability Programming Educational Opportunities for Homeless Children & Youth Policy

Ms. Liteplo made a motion to approve the Educational Stability Programming Educational Opportunities for Homeless Children & Youth Policy.

Mr. Delaney seconded the motion. The motion passed.

E. Educational Stability Programming Educational Opportunities for Children in Foster Care Policy

Ms. Liteplo made a motion to approve the Educational Stability Programming Educational Opportunities for Children in Foster Care policy

Mr. Delaney seconded the motion.

9. Old Business

10. New Business

Ms. Gilman announced that the Gloucester Superintendent is retiring in June 2020 after nine years.

Dr. Riccio advised on a new tradition of raising the Prisoner of War flag at ENSATS in honor of Veteran's Day.

Mr. Strout advised that there is going to be an article in the Boston Globe on the Larkin Cottage.

Mr. Strout announced that the ENSATS students will be hosting face painting at the Downtown Danvers Christmas Festival on Saturday, December 2, 2019.

11. Warrant

A. Warrant Approval

Mr. Perkins made a motion to approve the warrant as presented and place it on file for audit.

Mr. Marquis seconded the motion. The motion passed.

Ms. Liteplo asked about a \$10,000 cookie dough fundraiser expense.

Dr. Riccio explained how this money comes out of the Student Activity account and then is replaced with the income from the fundraiser.

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

13. Adjourn

Mr. Strout made a motion to adjourn the meeting at 7:42 pm.

Ms. Gilman seconded the motion. The motion passed.

The meeting adjourned at 7:42 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**