

## PLEASE POST - NOTICE OF PUBLIC MEETING

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

Essex Technical High School  
565 Maple Street  
Hathorne, Massachusetts 01937  
Media Center (Upper Level)

Thursday, December 14, 2017  
7:00 p.m.

### Agenda

1. *Call to Order*
2. *Salute to the Flag*
3. *Public Comment\**
4. *Student Representatives Report*
5. *Approval of Meeting Minutes*  
The School Committee will consider approval of the November 9, 2017 Regular Meeting Minutes.
6. *Essex Sports Center – Mr. Brian DeVellis*  
Mr. DeVellis will update the Committee regarding projects and opportunities at the Sports Center.
7. *Communications*
  - a. Notice of School Committee Reappointment
    - Mr. Jeffrey Delaney, Manchester-by-the-Sea Representative
  - b. Giusti, Hingston and Company Audit Engagement Letter
  - c. Rockport Housing Authority
  - d. Allocation of Votes (October 1, 2017 Enrollment)
8. *Career and Technical Education Program Presentation*  
Ms. Holman and Dr. Ricco, Career and Technical Directors, will provide an update regarding the Career and Technical Education programs.
9. *Superintendent-Director Report*
10. *Principal Report*  
Out of State Field Trip Requests
  - a. Administrative Recommendation: To approve an Out-of-State Field Trip for grade 12 Equine Science students to the University of New Hampshire in Durham, New Hampshire on January 24, 2018.
  - b. Administrative Recommendation: To approve an Overnight Field Trip to attend the FFA Leadership Camp, 30 Ennis Road, North Oxford, Massachusetts from January 12 – 13, 2018.
  - c. Administrative Recommendation: To approve the Overnight Field Trip to attend the Massachusetts FFA Convention from March 13 – 16, 2018 in Sturbridge, Massachusetts.

- d. Administrative Recommendation: To approve an Out-of-State Field Trip for the FFA Horse Judging Team to attend the 2018 American Youth Horse Symposium in Oklahoma City, Oklahoma from April 12 – 16, 2018.
- e. Administrative Recommendation: To approve an Out-of-State Field Trip for grade 10 Environmental Technology students to the National Fish Hatchery, Nashua, New Hampshire on January 26, 2018.

11. *Subcommittee Reports*

Finance Subcommittee

Recommendation: To approve the financial statements for July 31, 2017, August 31, 2017 and September 30, 2017. If approved, these statements will be placed on file for audit.

Recommendation:

- a. To accept the donation of a horse from Ms. Nicole Bennett of Wyndamere Farm of Georgetown, Massachusetts to the Equine Program.
- b. To accept the donation of assorted materials in the amount of \$3,483 from Ideal Concrete Block Company of Westford, Massachusetts to the Masonry Program.

Recommendation:

To approve the purchase of a Skyjack Scissor Lift in the amount of up to \$24,000 from the facilities rental account, pricing to include the cost for annual recertification.

Recommendation:

To accept the following FY2018 Grants:

<u>Grant Description</u>	<u>Amount</u>
2018 Massachusetts Skills Capital Grant	\$500,000.00
FFA Yearlong Living to Serve Grant	\$ 3,000.00

FY2017 Outstanding Invoice

Recommendation: To authorize payment of an invoice dated June 9, 2017 from the FY2018 budget in the amount of \$490.00 for tutoring. Specific detail of this invoice will be provided at the meeting.

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

District Policy Subcommittee

Next Meeting: March 15, 2018 (5:30 p.m.)

Personnel Subcommittee

Recommendation: To approve the job descriptions for the following positions: Assistant Principal, Assistant Principal Grade 9 Transition & Admissions Coordinator, Director of Guidance, Director of Human Resources, Director of Career and Technical Education, Administrative Assistant to Director of Business Operations and Director of Human Resources.

Next Meeting: February 15, 2018 (5:30 p.m.)

12. *Old Business*

13. *New Business*

14. *Warrant*

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

16. *Adjourn*

*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)**

1. At the start of each regularly scheduled School Committee meeting, individuals or group representative will be invited to address the Committee.
2. Public Comment shall be for a period of 20 minutes and shall generally follow the opening of the meeting. The Committee reserves the right to rearrange its agenda to accommodate scheduled presenters.
3. Any citizen wishing to speak before the Committee shall identify themselves by name and address and shall speak for no longer than 3 minutes. No citizen may speak more than once without permission of the Chair. All citizens shall speak to the full Committee through the Chair and shall not address individual members or administrators.
4. Individuals may address topics on the agenda, items specified for public comment, or items within the scope of responsibility of the School Committee. The Chair shall rule out of order any individual who fails to honor the guidelines or who addresses a matter inappropriate for public comment.
5. Improper conduct and remarks will not be allowed. Defamatory or abusive remarks are always out of order. If a speaker persists in improper conduct or remarks, the Chair may terminate that individual's privilege of address.
6. All remarks will be addressed through the Chair of the meeting.
7. Speakers may offer such objective criticisms of the school operations and programs as concern them, but in public session the Committee will not hear personal complaints of school personnel nor against any member of the school community. Under most circumstances, administrative channels are the proper means for disposition of legitimate complaints involving staff members.
8. Written comments longer than 3 minutes may be presented to the Committee before or after the meeting for the Committee members' review and consideration at an appropriate time.
9. The Chair shall have discretion to allow public comment during discussion of items appearing on the meeting agenda.