

ESSEX NORTH SHORE AGRICULTURAL & TECHNICAL SCHOOL DISTRICT

REGULAR MEETING

MINUTES

JANUARY 16, 2014

MEMBERS PRESENT: G.R. Harvey, Essex, Chairman
M. Patterson, Department of Agriculture, Vice Chairman
L. Bonfanti, Peabody, Secretary
L. Siewko-Story, Department of Agriculture
D. Cahill, Department of Agriculture
D. Blake, Beverly
M. Teixeira, Gloucester
D. Ketcham, Hamilton
M. Sweeney, Marblehead
J. Sabella, Manchester
E. Weitzler, Middleton
B. Perkins, Rockport
T. St. Pierre, Salem
W. Jackson, Swampscott
W. Nichols, Wenham

MEMBERS ABSENT: Boxford
R. Fravel, Danvers
P. Anderson, Lynnfield
Nahant
C. Robinson, Topsfield

OTHERS PRESENT: B. Morgan, Principal
M. Znamierowski, Business Manager
C. Worth, District Treasurer
K. Nigro, PMA Consultants
C. Levesque, Recording Secretary

1. Call to Order

The meeting was called to order at 7:35 p.m. The recording secretary called the roll. It was noted that a quorum was present.

2. Tentative Regular Meeting Minutes of January 9, 2014 for Approval

A motion was made by Ms. Teixeira and seconded by Dr. Story and VOTED to approve the Tentative Annual Meeting Minutes of January 9, 2014 as amended. Abstentions: Mrs. Sweeney, Mrs. Weitzler and Mr. Jackson.

Mr. Harvey reported that Mr. O'Connell presented Mr. Porteous with a plaque to express the district's appreciation for his years of service to the School Committee. Mr. Porteous represented the City of Beverly from August 19, 2010 to December 31, 2013.

Tentative Public Hearing Minutes of September 19, 2013 for Approval

A motion was made by Mrs. Sweeney and seconded by Ms. Teixeira and VOTED to approve the Tentative Public Hearing Minutes of September 19, 2013. Abstentions: Dr. Story, Mr. Jackson and Mr. Nichols.

3. Business Manager's Report

Mrs. Znamierowski recommended that Bid ENS 2014-IRA, Football/Soccer Field Lighting Project be awarded to Systems Electrical Services, Inc. of Chelsea, MA.

A motion was made by Mrs. Sweeney and seconded by Mr. St. Pierre and VOTED unanimously to approve Bid ENS 2014-1RA be awarded to Systems Electrical Services, Inc. of Chelsea, MA the lowest responsive bidder for \$168,600.00 for the base bid only.

A motion was made by Mr. St. Pierre and seconded by Ms. Teixeira and VOTED unanimously to approve entering into a seven year tax exempt Option 1 lease agreement with Musco Finance, LLC.

Mr. Sabella stated that he can vouch for Musco as he was involved in a project with that company and they did excellent work.

A motion was made by Mrs. Sweeney and seconded by Ms. Teixeira and VOTED unanimously to approve the Balance Sheet of December 31, 2013 and place on file for audit.

A motion was made by Mrs. Sweeney and seconded by Mrs. Weitzler and VOTED unanimously to approve the December 2013 Profit and Loss and place on file for audit.

4. Owner's Project Manager Report – Mr. Kevin Nigro

Mr. Nigro reported that the School Building Committee met earlier with Gilbane Co. comptroller who will review expenditure line items of concern. Next month Gilbane will produce accurate numbers for the demolition and abatement bid for Berry Hall.

Authorizations to Proceed (ATP's)

Mr. Nigro reported that there were no ATP's to review and approve tonight.

Request to Award (RTA)

A motion as made by Mr. St. Pierre and seconded by Mrs. Sweeney and VOTED unanimously to approve the Concession Stand be awarded to Shea Concrete Products of Wilmington, MA not to exceed the amount of \$437,465.00, as reviewed and recommended by the School Building Committee.

Gilbane Co. Requisitions - #20

A motion was made by Mr. St. Pierre and seconded by Mrs. Sweeney and VOTED unanimously to approve Gilbane Co. Requisition #20 not to exceed the amount of \$3,834,194.00, as recommended by the School Building Committee.

Change Order

A motion was made by Mrs. Sweeney and seconded by Mrs. Weitzler and VOTED unanimously to approve Change Order No. 6 in the amount of \$95,571.00, as recommended by the School Building Committee.

Owners Project Manager Progress Report

Mr. Nigro reported that the new Animal Barn that houses cows and small animals received Certificate of Occupancy. The paddock grading and shaping is 90% complete and temporary paddock fencing has been installed at the Animal Barn. The slab for the hoop house was placed on January 15, 2014. Phase II of demolition and abatement on maintenance shacks has begun.

Mr. Nigro reported that he expects the punch list for the Small Animal building by January 31, 2014.

Mr. Nigro reviewed construction photos and progress of the buildings. A, B & C buildings are close to completion. In building D painting has begun in the Gymnasium. Mr. Nigro stated that they continue to focus monitoring progress in buildings E & G.

Mr. Nigro reported that a tour of the building is scheduled for February 13, 2014 at 3:30 p.m.

5. Communications

All communications included in the packet were read and accepted.

6. Superintendent-Director's Report – Mr. Morgan, Principal

On behalf of Mr. O'Connell Mr. Morgan gave the Superintendent-Director's Report.

Merger Transition Plan Update

Mr. Morgan reported that he is part of a scheduling committee comprised of Mrs. White, Mrs. Kroesser and Ms. Rodolico. The first two meetings are scheduled for the week of January 20th. The course codes for academics are done and they will now work on the Career & Technical Education (CTE) programs and how to code them.

Mr. Morgan reported that every other week, representatives from special education meet with Mrs. Norris, Special Education Director at Essex Aggie, to work on merging the departments. This group also includes the school psychologists, Team Chairs and Speech/Language Pathologists from each school. The assessment procedures are very close to deciding upon a service delivery model to students.

Dr. Patterson asked Mr. Morgan to have the administration review and update the Merger Transition Plan. Mr. Morgan stated that he would have that done.

Mr. Perkins asked how many applications have been received for next school year. Mr. Morgan answered that at this time over 1,000 applications have been received.

Mrs. Znamierowski reported that she and Mr. O'Connell scheduled a conference call with Department of Elementary & Secondary Education representatives on January 28th. The purpose of this conference call is to discuss the procedure to notify the communities of their assessments for Out-of-District students.

Mrs. Znamierowski is compiling the information she received from both schools for the FY15 budget and it is almost ready for Mr. O'Connell to review.

Mrs. Znamierowski is working with MidAmerica to create a new 403(b) Plan for the new school district. A 403(b) plan is a tax deferred retirement savings plan similar to a private company 401(k) plan. The 403(b) plans are available to governmental and public school employees.

Massachusetts Life Sciences Center Grant for Public High Schools

After further investigation this grant includes an additional \$40,000.00 through the partnership for a total of \$180,000.00.

Receiving this grant significantly impacts the FFE with a savings of \$200,000.00 to \$300,000.00. With these funds we are purchasing equipment for the new Biotechnology program. This equipment is "cutting edge" that is used in actual labs such as autoclaves, centrifuges and thermocylers that cost between \$10,000.00 and \$20,000. 00.

Because we partnered with a company in California, we qualified for the additional \$40,000.00. This money will be used to train teachers. In addition to the Biotechnology program, we will also offer Biotechnology to seniors as an Honors class.

Furniture, Fixtures and Equipment(FFE)

Mr. Morgan reported that Mr. O'Connell, Ms. Sullivan, FFE consultants, Mrs. White and Essex Aggie CTE teachers met regarding the FFE and should have a finalized FFE within the next couple of weeks. Culinary Arts and café are still working on FFE and should have that done soon. There have been some adjustments and changes in technology that will have an effect on FFE.

Essex North Shore Agricultural & Technical Foundation, Inc.

Mr. Morgan reported that the Foundation is working on developing a brochure for business partnerships and entrustments. They expect to have one specific to Machine Technology next week.

7. Sub-Committee Reports

There was no meeting or report by the **Finance & Property Sub-Committee.**

Dr. Patterson reported that the Essex Aggie Trustee request a joint Finance Sub-committee meeting with North Shore Finance members to discuss and establish a coordinated financial close-out plan for both districts. Mr. Morgan will pass this request on to Mr. O'Connell.

There was no meeting or report by the **District Policy Sub-Committee.**

There was no meeting or report by the **Personnel Policy Sub-Committee**

8. Old Business

Mr. Morgan reported that the Essex Aggie Trustees authorized GIC to get information to MIIA on the Essex Aggie data that they need to get a health care proposal to us. It is expected that at the end of January we should have three proposals for health care options to consider, which are the Health Care Trust, MIIA and GIC.

Mr. Morgan reported that legal counsel has been in contact with AFSCME. Mr. O'Connell plans to schedule a Personnel Sub-committee Meeting to strategize future negotiations with AFSCME.

Mr. Morgan reported that he attended a Career and Technical Education Roundtable hosted by Congressman John Tierney. Mr. Morgan feels that Congressman Tierney sees the importance of students graduating with an employable skill. Congressman Tierney has developed a strong partnership with the Workforce Investment Board. The Congressman will continue to work to reauthorize the Perkins Career and Technical Education Act.

Mrs. Weitzler expressed concern that receiving over 1,000 applications some students that would benefit from a technical education would be passed over. Mr. Morgan stated it is possible, but the Admissions Committee uses weighted admissions criteria including recommendations and the face to face interview with each student.

9. New Business

There was no New Business to report.

10. Warrant

A Motion was made by Ms. Teixeira and seconded by Mr. St. Pierre and VOTED unanimously to accept the warrant of January 16, 2014 and place it on file for audit.

11. Adjourn

A Motion was made by Mrs. Sweeney and seconded by Dr. Patterson and VOTED unanimously to adjourn.

Mr. Harvey, Chairman, declared the meeting adjourned.

The North Shore Regional Vocational School District School Committee adjourned at 9:03 p.m.

Respectfully submitted,

Secretary

There were no meeting handouts

Essex North Shore Agricultural & Technical School Committee

January 16, 2014

Approved: February 27, 2014