

ESSEX NORTH SHORE AGRICULTURAL & TECHNICAL SCHOOL DISTRICT
562 MAPLE STREET, HATHORNE, MA 01937-0346

REGULAR MEETING

MINUTES

SEPTEMBER 11, 2014

MEMBERS PRESENT: G.R. Harvey, Essex, Chairman
M. Patterson, Department of Agriculture, Vice Chairman
L. Siewko-Story, Department of Agriculture
D. Blake, Beverly
R. Fravel, Danvers
D. Ketcham, Hamilton
P. Anderson, Lynnfield
J. Sabella, Manchester
M. Sweeney, Marblehead
B. Perkins, Rockport
T. St. Pierre, Salem
W. Jackson, Swampscott
C. Robinson, Topsfield
W. Nichols, Wenham

MEMBERS ABSENT: Boxford
Department of Agriculture
L. Bonfanti, Peabody, Secretary
M. Teixeira, Gloucester
E. Weitzler, Middleton
Nahant

OTHERS PRESENT: D. O'Connell, Superintendent-Director
B. Morgan, Principal
M. Znamierowski, Business Manager
C. Worth, District Treasurer
C. Levesque, Recording Secretary

1. Call to Order

The meeting was called to order at 7:05 p.m. The recording secretary called the roll. It was noted that a quorum was present.

A moment of silence was observed to mark the 13th anniversary of the September 11th terror attacks on the North and South Tower of the World Trade Center.

2. Tentative Regular Meeting Minutes of August 21, 2014 for Approval

A motion was made by Mr. St. Pierre and seconded by Mr. Ketcham and VOTED to approve the Tentative Regular Meeting Minutes of August 21, 2014 as corrected: Page 4, 1st paragraph change 2014 to 2015.
Abstentions: Dr. Patterson, Dr. Anderson, Mrs. Sweeney, Mr. Robinson.

3. Business Manager's Report

Mrs. Znamierowski reviewed the FY 2014 Annual Closing Entries for North Shore Regional Vocational School District.

A motion was made by Dr. Anderson and seconded by Mrs. Sweeney and VOTED unanimously to close anticipated receipts of \$236,198.36) and appropriation budget of \$368,020.59 to unreserved fund balance account #1-3151, as recommended by the Finance Sub-Committee.

A motion was made by Dr. Anderson and seconded by Mrs. Sweeney and VOTED unanimously to reverse \$253,597.83 FY 2013 reserved for encumbrances account #1-3106 to unreserved fund balance account #1-3151, as recommended by the Finance Sub-Committee.

A motion was made by Dr. Anderson and seconded by Mrs. Sweeney and VOTED unanimously to reserve \$242,338.80 to account #1-3106 reserved for encumbrances, for outstanding purchase orders and invoices as of June 30, 2014 from unreserved fund balance account #1-3151, as recommended by the Finance Sub-Committee.

Mr. O'Connell stated that the district will apply for the Foundation Reserve or "Pothole" money to adjust assessments to what the cities and towns have appropriated.

Mr. O'Connell reported due to the deficit received in Ch 70 Aid he did not hire a licensed HVAC instructor and did not purchase HVAC or Plumbing supplies. They are utilizing an electrical instructor for 9th grade HVAC and hired a paraprofessional for HVAC exploratory.

4. Communications

All communications included in the packet were read and accepted.

5. Owner's Project Manager Report

Mr. St. Pierre reported that members of the School Building Committee met earlier this evening and reviewed the status of the project as of September 11, 2014. Mr. St. Pierre stated that completing the Fish Barn and Greenhouse was upgraded to "priority" as the status is affecting the educational process.

Legal Counsel for the District on the construction project (Atty. Garrity) sent a letter through PMA concerning the Districts position on drainage and sod.

Invoices and Requisitions Review and Approval

A motion was made by Mr. St. Pierre and seconded by Dr. Anderson and VOTED unanimously to approve CDW Consultants, Inc. Invoice No. 0000011 in the amount of \$2,442.50.00, as recommended by the School Building Committee.

A motion was made by Mr. St. Pierre and seconded by Mrs. Sweeney and VOTED unanimously to approve Designpartnership Invoice No. 10918 in the amount of \$79,493.00, as recommended by the School Building Committee.

A motion was made by Mr. St. Pierre and seconded by Dr. Anderson and VOTED unanimously that Gilbane's Application #26 did exceed the sub-committees vote in August and reverse payment in the amount of \$3,493,240.00.

A motion was made by Mr. St. Pierre and seconded by Mr. Jackson and VOTED unanimously to approve Gilbane Application #27 in the amount of \$3,621,962.08, as recommended by the School Building Committee.

A motion was made by Mr. St. Pierre and seconded by Dr. Anderson and VOTED unanimously to approve payment to All Com in the amount of \$2,672.00, as recommended by the School Building Committee.

Mrs. Znamierowski stated that invoices that were approved tonight for payment vendors will not received a check until the next warrant.

Mrs. Znamierowski stated that in an effort to have vendors paid in a timely manner she would like to run a warrant in two weeks which will require the signatures of three members of the Finance Sub-Committee.

A motion was made by Mrs. Sweeney and seconded by Mr. St. Pierre and VOTED unanimously to authorize the Business Manager to run a mid-cycle warrant after securing signatures from three Finance Sub-Committee members.

6. Superintendent-Director's Report – Mr. O'Connell

Mr. O'Connell shared s positive professional grooming experience for his dog at the school.

Negotiations Update

Mr. O'Connell reported that negotiations with AFSCME for bus drivers continue to be collaborative. The next meeting is scheduled for September 15, 2014 at 10:30 a.m.

Mr. O'Connell stated that after a petition was filed with the Department of Labor Relations the administration will follow employee contracts until new contracts are successfully negotiated.

Mr. O'Connell stated that negotiations with the American Federation of Teachers (AFT) will begin September 15th at 3:00 p.m.

Sports Complex Update

Mr. O'Connell stated that on behalf of the district he signed the Letter of Intent with the DeVellis Group. Mr. O'Connell will meet with DCAM and Mr. DeVellis on September 15th.

Sale of 30 Log Bridge Road, Middleton

Mr. O'Connell reported that a Purchase & Sales for the sale of 30 Log Bridge Road was signed on October 1st and Mr. Harvey signed an amendment to the Purchase & Sales earlier this evening,

7. Principal's Report

Opening of School – September 2, 2014

Mr. Morgan reported that the opening of school for students and staff was overall very smooth. Also, the three parent's nights were successful and well attended.

Mr. Morgan stated that at this time there are about 1,200 students enrolled at the school. Approximately 17 students have withdrawn but most were Peabody students in their junior or senior year transferred back to Peabody.

Change Date for September 29, 2014 Professional Day

Mr. Morgan reported that over the summer Mr. Vercellone and student leaders attended High 5 a team building organization. After hearing about their experience Mr. Morgan felt that this exercise could be beneficial to the staff. The High 5 team was not available on the 29th but October 1st was open so with the approval of Mr. O'Connell the professional development day is rescheduled to October 1st.

2016 Europe Field Trip

Mr. Morgan reported that the travel agency contacted the chaperones and offered to freeze the cost of the 2016 Field Trip to Europe if they booked it now. This would also give the advisors and students more time to fundraise for the trip.

A motion was made by Mrs. Sweeney and seconded by Mr. St. Pierre and VOTED unanimously to approve planning for a 2016 European Field Trip.

8. New Business

Mr. Morgan reviewed the amendment to File: IMG "Policy on Animals in School." This amendment further delineates if a student or staff member brings an animal to school it would only impact Academy A. Ms. White, Mr. Vercellone and Mrs. Skane with Mr. Morgan developed the amendment and agree that it is reasonable and beneficial to all students.

A motion was made by Mrs. Sweeney and seconded by Dr. Anderson and VOTED unanimously to waive the three readings of this amendment.

After discussion, a motion was made by Mrs. Sweeney and seconded by Mr. St. Pierre to add this amendment "Animals in School" to policy file IMG.

Mr. Sabella stated that he wants to continue to bring attention to "The Pledge" and would like the administration to consider bringing "The Pledge" forward in the fall and also in the spring before the senior class activities.

Mr. O'Connell stated that a main priority of the administration at this time is merging traditions from both schools and asked Mr. Sabella to bear with us as we move forward. Mr. O'Connell assured Mr. Sabella that "The Pledge" plays a part in these traditions.

9. Sub-Committee Reports

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

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

Personnel Policy Sub-Committee

Mrs. Sweeney reported that the sub-committee met earlier to review the Superintendent-Director's evaluation. Seventeen (17) evaluations were distributed and sixteen (16) were returned. Mr. O'Connell received thirty-nine (39) Exemplary and Exceeds and nine (9) Proficient and Met.

Mrs. Sweeney read some of the Comments and Analysis that committee members contributed to the evaluation.

The Superintendent has inspired and supported creativity in his administrators by supporting and implementing of new and innovative ideas, actively pursuing grants, and investing in new curriculum.

The Superintendent has exceeded expectations this year. The building project has been an extraordinary challenge while maintaining daily school operations. Job well done! The merger efforts under the leadership of the Superintendent have been exemplary. In the challenging merger environment the Superintendent has worked tirelessly to provide a seamless transition to the new facility.

Superintendent O'Connell is fiscally responsible, taking advantage of most opportunities that promote cost savings within a demanding budget while at the same time building revenue from the daily operations of the school. In addition, while maximizing opportunities to provide classroom resources to provide a comprehensive education, the operating budget is significantly less than determined. Superintendent O'Connell fosters a climate of shared leadership with his staff, promoting integrity and professionalism.

Dr. Patterson commended the Superintendent on combining the different cultures. Dr. Patterson stated that the opening of school was seamless and a remarkable accomplishment. Dr. Patterson stated that the Committee fully supports Mr. O'Connell's evaluation.

Mr. Fravel agrees 100% with Dr. Patterson's comments.

Mr. O'Connell stated that he finds there is a unique relationship with the committee and administration.

Mr. O'Connell stated that he has a strong administrative team and staff that worked 24/7 before the school opened. He finds that they always do what is best for the students. The administration and staff will move forward to merge the cultures. Mr. O'Connell thanked the Committee for their support.

10. Warrant

A motion was made by Mr. Perkins and seconded by Ms. Teixeira and VOTED unanimously to accept the warrant of July 17, 2014 and place it on file for audit.

11. Adjourn

A motion was made by Dr. Anderson and seconded by Mrs. Sweeney and VOTED unanimously to adjourn.

Mr. Harvey, Chairman, declared the meeting adjourned.

The Essex North Shore Agricultural and Technical School Committee adjourned at 8:45 p.m.

Respectfully submitted,

Secretary

All reference documents and reports are filed in the Superintendent-Director's office.