SMITH VOCATIONAL AND AGRICULTURAL HIGH SCHOOL NORTHAMPTON, MA

MINUTES OF THE REGULAR BOARD OF TRUSTEES MEETING Tuesday October 17, 2023 5:00 PM

PRESENT: Dr. Julie Spencer-Robinson, Mr. Richard Aquadro, Mayor Gina-Louise Sciarra, Dr. Portia Bonner NPS Superintendent

ADMINISTRATION: Superintendent Dr. Andrew Linkenhoker, Principal Mr. Joseph Bianca, Facilities Director Tim Smith

STUDENT REP: Domeniq Sanchez

ABSENT: Mr. Michael T. Cahillane, School Business Administrator Ms. Crystal Fairman, Student Rep Brandon Diaz

Vice-Chair Dr. Spencer-Robinson called the meeting to order at 5:02pm and led the Pledge of Allegiance. Mr. Aquadro read the Mission Statement of the School.

Participation by the Public: Dr. Spencer-Robinson stated we don't respond to public comment and allow three minutes.

Mr. John Riley, parent of a student enrolled. A couple years ago Mr. Riley began a program to build basketball skills for SVAHS students, open to all students. Approximately \$3000 invested in the program with reasonable access to facilities as the only thing he asks in return. This past spring, he began to have difficulties with access, was told it was lack of custodial staff, rec department conflict with space. Building locked, locating a custodian is difficult, hoops are up when, janitors state they aren't happy. Willing to pay the janitors to put hoops down, donate \$1000 both were turned down.

Suggests – assign a key to him for days and times he has reserved, and allow him to raise and lower the hoops. Looking for Board's support.

Participation by the Trustees: Mr. Aquadro would like to lengthen the terms of the Trustees, would like to change it to 4 years and for this to be an agenda item at a future meeting.

Dr. Spencer-Robinson spoke briefly about the recent tour she and Dr. Linkenhoker took of the Hilltown Health Center at Gateway Regional in Huntington. Dr. Spencer-Robinson stated the benefits for our school and the health needs of our students.

Dr. Spencer-Robinson also added her sister is on two advisory boards for Putnam and scheduled a tour with their vocational coordinator who spoke highly of our Director of CTE, Melanie Chartier and added Putnam has a successful After Dark program with Central's students which might be a model for us if we want to partner with Northampton High School.

Lastly Dr. Spencer-Robinson stated it was great to see our teachers in action and so many happy students and families at Back to School Night.

Mayor Sciarra stated there is a winter clothing drive happening, donation boxes are located in City Hall first floor, at Forbes Library, the Police Department, and the Health and Human Services Department until October 26th.

Approval of Minutes: A **MOTION** was made by Mayor Sciarra and seconded by Dr. Bonner to approve the minutes of the September 19, 2023 meeting.

APPROVED 4-0

School Spotlight: Humanities – Art Teacher Theresa Burke gave presentation of the projects students work on (attached). Dr. Spencer-Robinson thanked Ms Burke for providing students this opportunity. Mayor Sciarra stated the Runestone is a really nice publication, adding she keeps a copy on her desk and looks forward to the new edition each year.

Mr. Bianca added Ms Burke was the first art teacher here and built the Art curriculum which she integrates into shops. Ms Burke added she wanted to thank the Graphics Department who print the Runestone each year.

Information and Proposals/Trustees Questions & Answers (Q&A):

Superintendent's Report - Dr. Linkenhoker presented his report (attached).

Principal's Report - Mr. Bianca asked the student reps to give their report (attached).

Mr. Bianca gave his report (attached).

Dr. Spencer-Robinson asked Mr. Bianca which shops are ineligible because those shops are in sending district, all are except agricultural. Dr. Spencer-Robinson asked which was hit hardest? Advanced Manufacturing, Cosmetology, Culinary Arts because traditional high schools are creating career pathway and chapter 74 programs. Mr. Bianca replied our school has been asked to advise local high schools who are looking to keep students in their school and what is inexpensive to open. Dr. Linkenhoker shared about DESE updating Chapter 74 approval process.

Dr. Spencer-Robinson asked Domeniq Sanchez how he learned about SVAHS, his cousins all came here and they spoke highly of the school, adding he chose Criminal Justice because he wants to be an EMT and feels he is on the right path for that in the shop.

Mr. Bianca asked Director of Curriculum, Mike Parks to present the MCAS requirements from an inquiry from the last meeting (attached).

Dr. Linkenhoker gave a brief update from a DESE meeting in regard to chronic absenteeism.

Dr. Spencer-Robinson added her thoughts on the percentile as well as if the MCAS is no longer a graduation requirement do we want to stay with the test for assessment purposes, is there value in keeping it? Discussion in regard to what possibilities there are for assessment tests.

Committee Report- Mr. Aquadro gave a brief report on the Building Committee shifting gears. In reply to question about architects designing a building outside the budget, the cost was way more than expected. Mr. Aquadro agrees with Dr. Linkenhoker with moving forward to stay within budget.

Facilities Report –Mr. Smith gave a brief update on campus projects. The Companion Animal building is ready for plumbing, electrical, trenching for providing electrical to the building. Constructing an isolation room off MS classroom. The apple storage is completed.

Financial Report – as submitted.

New Business:

A MOTION was made by Dr. Bonner and seconded by Mayor Sciarra for **discussion and possible action (VOTE)** to select the MASC Official Delegates – Mr. Cahillane and Dr. Spencer-Robinson alternate.

APPROVED 4-0

A MOTION was made by Mayor Sciarra and seconded by Dr. Bonner for discussion on Horticulture Building next steps.

Discussion Mr. Aquadro stated he was a little confused on the timeline dates. Dr. Linkenhoker will follow up to clarify. Mr. Aquadro added SMMA has done a great job and designing to the requests that came from the meetings. Mayor Sciarra asked the critical date is June 2025 in order to not lose grant money. Dr. Spencer-

Robinson asked Dr. Linkenhoker if he will bring a budget and timeline to the Trustees for vote. Dr. Linkenhoker replied yes. Discussion on budget, what is on hand and needing to be spent within the grant timeline, what the shortfall could be and how to acquire the funds should there be a shortfall. Dr. Spencer-Robinson added she can't see spending money that we don't have. Mr. Aquadro added the design bid build is the way to go, Dr. Linkenhoker confirmed that will be the process followed.

Vice-Chair Julie Spencer-Robinson will add this as an agenda item and change the meeting date to November 14th.

A MOTION was made by Dr. Bonner and seconded by Mr. Aquadro to approve an out of state field trip for Horticulture students to attend the North East Greenhouse Conference November 9, 2023 at UNH in Manchester NH

APPROVED 4-0

A MOTION was made by Dr. Bonner and seconded by Mr. Aquadro to approve an over-night field trip to Prindle Pond Conference Center in Charlton, MA for the FFA Winter Leadership Camp January 5 – 6, 2024 **APPROVED 4-0**

A MOTION was made by Mayor Sciarra and seconded by Dr. Bonner to approve an over-night field trip to Sheraton Framingham Hotel and Conference Center in Framingham, MA for the FFA State Convention April 3 – 5, 2024

APPROVED 4-0

A MOTION was made by Mayor Sciarra and seconded by Dr. Bonner to approve to surplus for resale

A CNC Router, Wheel Bandsaw, Wide belt Sander from Cabinetmaking

Two (2) Tympanic Thermometers, probe covers from Health Technology

Mr. Aquadro asked how the value is determined, Mr. Smith explained how the auction process works for the surplus.

APPROVED 4-0

Future Business:

October 25, 2023 Program Advisory Committee's Meetings 6:00pm – Cafeteria/Shops

November 14, 2023 Building Committee meeting 3:00pm – Library

November 14, 2023 Regular Board of Trustees meeting 5:00pm – Library

December 19, 2023 Building Committee meeting 3:00pm – Library

December 19, 2023 Regular Board of Trustees meeting 5:00pm – Library

Adjourn:

At Dr. Bonner 7:35pm MOTIONED to adjourn.

APPROVED 4-0

Respectfully submitted, Deborah Carver, Board Secretary

Art Program

Instructor: Tracey Burke

9th Grade

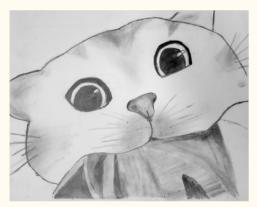
This project-based course that develops a student's visual art skills. Students develop art skills based on the elements of art and principles of design.



Fawn Rattner-Weaver, Class of 2026



Brady Howell, Class of 2026



Zanya Mercer, Class of 2026

10th grade

Art II is a more advanced study of art for the 10th grade. Students work in an expanded range of two-dimensional and three-dimensional media. There will be concentration in areas of more advanced drawing, watercolor, acrylic painting, and sculpture.







Taylor Emond, Class of 2025



10th grade students painting in the art room

12th Grade Electives

The art program is grew in fall of 2020 to offer senior electives. The first trimester includes a drawing course, the second trimester Is a painting course, and the third trimester a sculpture course.

Seniors have the option to take art for a trimester or the entire year if they choose to.



Elizabeth Murdock, Class of 2023



Rosemary Barnhart, Class of 2023



Marlowe Buchan Class of 2022

Art Program in the News

Student Josie Dubay received the Silver Key Award in Scholastic's Art and Writing competition last year. It is a national art competition and a newspaper called The Reminder ran a story about her award and Smith Vocational's art program.

Link to the article: Article



Josie Dubay, A Meshed Society, Class of 2024, Silver Key Winner

Art Club

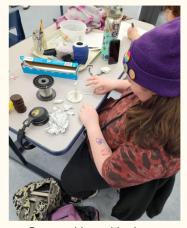
Art Club meets every Thursday from 2:12 to 3:30. It is a space where students collaborate on art projects and work on their individual art portfolios. It has an open door policy and any student can join at any time.



Poudrier working digitally



Tati and Caleb drawing In their sketchbooks



Con working with clay

The Viking Runestone

The Viking Runestone is our art and literary journal which started in Fall of 2018 with the help of staff member KIm Keough.

This year's Volume 5 edition of The Viking Runestone included the submissions of 42 students, and the advertising support of 15 local businesses.



The Viking Runestone 2023 Cover created by Lyric Edwards, Class of 2025

Out in the Community

Last year, the Viking Runestone partnered with the Straw Dog Writers Guild and Forbes Library. They hosted our Volume 5 launch of the Viking Runestone in April. At the event students and staff read their poems published in the Viking Runestone and there was a gallery display of student work from the book.





Questions?



Beck Marks, Class of 2025



Nyia-Marie Forbes, Class of 2025

Follow up questions? Contact me via email: tburke@smithtec.org

Superintendent Report

October 17, 2023

Submitted by Andrew H. Linkenhoker, Ed.D

Instructional Leadership

The education leader promotes the learning and growth of all students and the success of all staff by cultivating a shared vision that makes powerful teaching and learning the central focus of schooling.

- 9/27/23: DESE CTE Workshop
 - Updates/Discussion on:
 - Perkins
 - CTE Competencies
 - Voc-Ed License Testing
- 10/2/23: Beth Provencal Presentation (Building Thinking Classrooms) @ Faculty Meeting
- 10/6/23: College Fair
- 10/11/23: NEASC Steering Committee
 - Reviewed Standards Committee reports & compared Academic/Vocational

Management & Operations

Promotes the learning and growth of all students and the success of all staff by ensuring a safe, efficient, and effective learning environment, using resources to implement appropriate curriculum, staffing, and scheduling.

- Campus Updates
 - Companion Animal Building construction continuing with interior work
 - Pocket Pet Lab:
 - Received guidance from state inspector on licensing and ventilation regulations
- FY24 City Capital Improvement Proposals submitted 10/16/23

Management & Operations

Promotes the learning and growth of all students and the success of all staff by ensuring a safe, efficient, and effective learning environment, using resources to implement appropriate curriculum, staffing, and scheduling.

- Horticulture Building Updates
 - o Clear & Present need to make official decisions at the Board Level
 - Recommend sharing needs tonight followed by Board vote at November Meeting
 - Below is the extremely tight schedule if we are to complete in time and NOT lose any grant funding
 - Schematic Design review and approval: 11/16/23
 - Design Documents development: 2/8/24
 - Design Documents review and approval: 2/12/24
 - Bid documents: 3/25/24
 - Construction procurement: 5/22/24Filed sub-contractors bids: 5/22/24
 - Prime contractor: 3/19/24Construction: 3/20/24-6/30/25

Management & Operations

Promotes the learning and growth of all students and the success of all staff by ensuring a safe, efficient, and effective learning environment, using resources to implement appropriate curriculum, staffing, and scheduling.

- Horticulture Building Updates
 - o Current Budget Includes:
 - Structure insurance settlement: \$1,039,779.89
 - Lost equipment/tools insurance settlement: \$421,445.05
 - Skills Capital Grant: \$600,000 towards facility rebuild (Tuition Revolving)
 - Larger Skills Capital Grant: \$3,500,000 towards facility rebuild
 - Massachusetts Economic Bond Bill Amendment: \$275,000
 - Smith College Donation: \$150,000
 - Monetary Donations: \$39,834.37
 - Potential Total: \$6,026,109.31 towards building construction

Management & Operations

Promotes the learning and growth of all students and the success of all staff by ensuring a safe, efficient, and effective learning environment, using resources to implement appropriate curriculum, staffing, and scheduling.

- Horticulture Building Updates
 - Current Estimates:
 - SMMA Current Schematic Design: \$12,310,255.22 (\$612 sq. ft. construction)
 - SMMA Estimate with reductions (including no demo): \$10,614,636.93 (\$510 sq. ft. construction)
 - Potential Metal Prefab, no demo, reducing square footage: \$5,931,109-\$7,143,987 (\$310-\$350 sq. ft. construction)
 - Potential Metal Prefab to replace what was lost: ?
 - SMMA acknowledges Metal Pre-Fab is only method to attempt to maintain \$6.0 Million budget
 - Metal Prefab Contractor:
 - "16 weeks from shop approved design to delivery"
 - "Basic: \$30-\$35 sq. ft, but our needs estimate \$60 sq.ft. with insulated metal panels"
 - Interior fitting out extra

Family & Community Engagement

Promotes the learning and growth of all students and the success of all staff through effective partnerships with families, community organizations, and other stakeholders that support the mission of the school and district.

- October Newsletter
- 9/20/23: General Advisory Meeting
- 9/26/23: SMMA Interviewing/Videoing
- 9/29/23: Gateway SBHC Tour
- 10/5/23: MassHire Workforce Board Meeting
- 10/10/23: SBHC Meeting re: Temp Spaces/Options
- 10/11/23: Smith College Community Breakfast
- 10/12/23: City DH Meeting
- 10/16/23: Financial Aid Presentation

Professional Culture

Promotes success for all students by nurturing and sustaining a school culture of reflective practice, high expectations, and continuous learning for staff.

- 9/29/23: Geeg Wiles Freshmen Assembly
- 10/11/23: Staff Flu Vaccine Clinic (organized by Nurse Gardner & Walgreens)
- 10/12/23: Mr. Bianca's staff email regarding Israel conflict

Donations

- Jeff Jorritsman donated a Miller 220 Mig Welder to *Collision Repair*. This provides students experience on a different kind of welder. This welder is valued between \$1,800 (used) and \$5,000 (new).
- Shannon Reichelt donated Dave Ramsey's Personal Finance curriculum to Collision Repair. This will be used for Junior Personal Finance and Senior Entrepreneurship lessons.
- Mathew Scheneker donated a box of safety glasses to *Cabinet Making*. This will serve as reserve PPE for students within the shop.

Decisional students want Holitting Equipment Training Back Dead Forest - Choeff reneighbrane and Proceedings - Choeff reneighbrane and Procedings - Choeff ren

Looking Ahead

- 2x Weekly BAT Meetings
- Weekly Leadership Meetings
- Weekly SMMA Progress Update Meetings
- 10/19/23: MAVA Officers, Board of Directors, & General Meetings
- 10/20/23: Hampshire County CES Steering Committee
- 10/24/23: MassHire Workforce Board Orientation
- 10/24/23: Northampton Lions Club Presentation
- 10/25/23: Program Advisory Meetings
- 10/26/23: Middle School Counselor Luncheon
- 10/27/23: CVSR Luncheon: Tom Scott & Glenn Koocher
- 11/5/23: Open House
- 11/7/23: NO SCHOOL: Election Day
- 11/8/23-11/10/23: MASC/MASS Joint Conference
- 11/14/23: BOT Meeting?

Contact Information

Andrew H. Linkenhoker, Ed.D Superintendent

Email: alinkenhoker@smithtec.org

Office: (413) 587-1414 x3406

Fax: (413) 587-1405

Dom Sanchez Criminal Justice 2026'

Humanities:

- Over the summer Spanish teacher: Mr.Mendelsohn wrote Cultural Competence lessons to be taught in employability classes; they are being taught to show the understanding and respecting of people from diverse backgrounds and was shared with all staff
- Art program has a display in A Building
- The Library had the display case in Sept.
- Librarian has a Column that will be published in the Gazzette this Friday Oct.20th
- The reason for the showcase display and the column is to highlight the
- importance of school library programs and the school librarians

Culinary Arts:

- Food truck will be running this Wednesday, Thursday and friday with a Brunch Menu
- Oct.20 : is the fall festival which will be happening during the football game on the practice field
- Nov.10th They will be bringing the food truck to Amherst for the Annual Veterans day breakfast.
- Nov.16th They will be running the food truck to Dean Tech for the Girls in trade conference

Graphic Communications:

- Graphics just received a new large format printer this year (Roland VG3-540 Via.
 Perkins Grant
- Graphic also started printing the 2027 t-shirts on there Screen Priniting System
- Dr.Goose from Elms College in Chicopee is back to teach the Sophmore and senior class about the College credit photoshop course
- Graphic has also been printing out the football programs and banners
- Check out senior night Oct.18 banners and posters that the students created for the seniors on the team

Electrical:

- They are finishing up the 3 houses for habitat for humanity (final inspections soon)
- They will be starting up the rough wiring process for the new companion animal building on campus
- They will also be starting rough wiring process on the new home for Habitat for Humanity once the house is weathertight which should be later this fall or winter

Athletics:

- Records are up to date as of Oct.17th
- Girls Soccer 7-2-1
- Boys Soccer 11-2-1
- Football 5-1
- Cross Country 7-5
- Girls Volleyball 8-7

Criminal Justice:

- Cj Seniors Completed the APCO 40 Hour dispatch course as well as NG911 equipment course
- CJ sophmores went on a Field Trip to Barnes Air National Guard Base and did hands on activities with the Fire Department and Security Force
- Mr.brewer and the CJ shop is exited for Ms.Marciniec to make her return on Oct. 23
- CJ shop is also exited that Monna Wallace, the state 911 coordinator agreed to join the CJ advisory board

Others Non-Reported

Respectfully Submitted, Domeniq Sanchez Student Representative Criminal Justice 2026



Smith Vocational and Agricultural High School 80 Locust Street Northampton, MA 01060-2094 Phone (413) 587-1414

Mr. Joseph C. Bianca Principal



www.smithtec.org

Principal's Report October 2023 Board Meeting

Smith Vocational and Agricultural High School Board of Trustees:

Student Representative to the Board:

Brandon Diaz Domeniq Sanchez

Enrollment:

572 – Total Students - 118 Northampton (20.6%)

9th - 150

10th - 148

11th - 146

12th - 128

Recruitment:

Fall Open House is scheduled for November 5, 2023, 11-2pm. Families are registering on-line for specific tours of clusters, as of today we have 211 people signed up for tours. Our advertising has begun; newspapers, social media, Hadley movie theater, and we have printed postcards, 3,600 of have been mailed out and distributed at school visits. Ms. Devine has been or is scheduled to visit JFK Middle School, Nessacus Regional, Hampshire Regional, Gateway Regional, Amherst Middle School, Smith Academy, and Hopkins Academy.

College Fair:

On Friday, October 6, 2023 we held our College and Post-Graduate Fair for 11th and 12th grade students. Twenty-eight schools/post graduate training programs were represented, include HCC, AIC, Bay Path, UMASS, Springfield College, UMaine, Porter & Chester, Elms, SUNY Cobleskill, the armed forces and more.

Back to School Night:

Our annual Back to School Night was September 21, 2023. It was a good event with solid participation from families. Approximately 150 families came through that night to meet with faculty.

Geeg Wiles Presentation:

Freshman students had a presentation from Geeg Wiles on Friday September 29th. Geeg's message focused on:

- 1. Looking for reasons to do something rather than excuses not to do it.
- 2. The power of writing down your goals.
- 3. The value of building a support system to help you achieve your goals.

Exploratory:

We have started our first week long shop rotation for freshman. Below is the number of students who have chosen to explore in each program this year.

Advanced Manufacturing – 35 Ag Mechanics – 48 Animal Science – 49 Automotive – 42 Cabinet Making – 48 Carpentry – 41 Collision Repair – 47 Cosmetology – 24 Criminal Justice – 50 Culinary Arts – 48 Electrical – 49 Graphics – 26 Health Assisting – 21 Horticulture – 46 Plumbing – 49

Personnel:

We have posted for a Health Assisting Instructor to fill a staff resignation. Elevated the Health Technology Vocational Assistant to Long Term Substitute.

Respectfully submitted, Joseph Bianca Principal

MCAS at Smith Vocational

October 17, 2023
Board of Trustees Meeting
Michael Parks, Director of Academics

MCAS Scoring

All tenth grade students are required to pass MCAS in Math, ELA, and Science (Biology or Physics)

Four scoring categories: Exceeding, Meeting, Partially Meeting, Not Meeting

- **ELA**: "passing score" = 455
- Math: "passing score" = 470
- **Biology**: "passing score" = 467
- Physics: "passing score" = 470

Note: Beginning in 2024 the ELA "passing score" will be 470

Annual MCAS Data Reports

- School results by content standards
- School achievement by year
- Student scores
- Student growth (data is only available for ELA and Math)
- Subgroup achievement (income, disability, race, gender, etc)
- MCAS test questions
- Individual student ELA open responses
- School achievement versus comparable schools (i.e. vocational, region, size, subgroup population)
- Overall school MCAS data trends (3 year look back)

MCAS Subgroups

Income status (families participating in state administered programs) – low income vs. non-low income

Disability status (IEP or 504) – students with disabilities vs. non disabled **Race/Ethnicity**

Gender

High Needs (low income, EL, students with disabilities) – High Needs vs. Non-High Needs

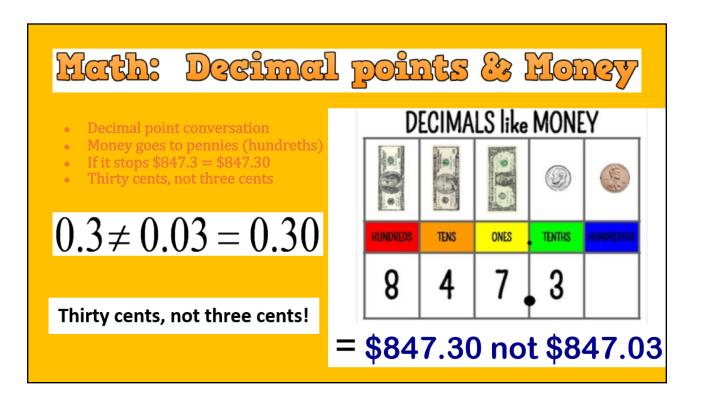
Note: Each category requires a minimum of 20 students. Other subgroups exist but Smith does not currently meet the subgroup minimum.

MCAS Data Recommendations

MCAS Content Department Heads, Director of Academics, Student Services Director, and Principal annually review MCAS data.

In addition, MCAS Content Departments:

- Review and analyze the data annually
- Make changes and adjustments to their practices
- Make school wide recommendations that all staff (academic and vocational) can implement
- Work collaboratively with other schools to make changes and adjustments



Math: Decimal points & Money

→ When talking money in our country we only need to go to the "penny" spot aka hundredths. \$17.1875 is not how we do money, this would round to \$17.19

\$17.1875 rounds \$17.19

 \rightarrow If the calculator says 0.5 this is the same as 0.50 or fifty cents, it is not 5 cents, that

would be 0.05 .5 = .50 fifty cents not .05 five cents

 \rightarrow Rounding to the nearest tenth. 48.87 does not = 49, it is 48.9 these little errors, are impacting our scores.

\$48.87 does not = \$49, it is \$48.90

Math: Decimal points & Money

<u>Discussion</u>: Our students even seniors, have trouble with these decimals points. A lot of MCAS questions have the students do things to the nearest tenth, since there is many less multiple choice questions, this impacts the students incorrect answers. Money is the easiest way to get students involved with decimal points.





Additional MCAS Supports

- Extra math class for most ninth and tenth graders on shop week (first period)
 Emphasis on MCAS preparation including practice with digital questions
- Extra ELA class for some ninth and tenth graders on academic weeks (freshman/sophomore writing)

Emphasis on MCAS preparation including argumentative and narrative essays

- Focus on proper accommodations for students with a 504 or IEP
- Continuous curriculum revision and alignment (>90 grant funded hours in 2023)
- Grant funded professional development for all staff
- Remediation for students required to retest
- New in Summer 2023: Ninth grade math placement testing

MCAS Remediation

Two options for students and families:

- One period three days a week (on shop weeks) with a content teacher tutor for four weeks leading up to the test
- Attend three before/after school sessions a week (on shop weeks)
 with a content teacher tutor for four weeks leading up to the test

Content teacher tutor completes a "deep dive" into the students results and develops specific materials tailored to remediate students

MCAS Results vs. Accountability System

MCAS Results

- Student scores in four reporting categories (Exceeding, Meeting, Partially Meeting, Not Meeting)
- Student Growth (ELA and Math)
- MCAS results make up 60% of the accountability system

Focus: Our students and their growth

Accountability System

 DESE establishes achievement "targets" each year (not meeting vs. meeting) and student growth "targets" each year

Additional factors:

- Progress towards English Proficiency (ACCESS testing)
- Chronic Absenteeism
- Advanced Coursework Completion
- These targets make up 40% of the accountability system

Focus: Our students and their growth within the framework of state set targets and factors