# SMITH VOCATIONAL AND AGRICULTURAL HIGH SCHOOL NORTHAMPTON, MA

# MINUTES OF THE REGULAR BOARD OF TRUSTEES MEETING Tuesday January 23, 2024 Library 5:00 PM

PRESENT: Michael T. Cahillane, Dr. Julie Spencer-Robinson, Mr. Richard Aquadro, Mayor

Gina-Louise Sciarra (5:03pm), Dr. Portia Bonner, NPS Superintendent

ADMINISTRATION: Superintendent Dr. Andrew Linkenhoker, Principal Mr. Joseph Bianca,

School Business Administrator Ms Crystal Fairman, Mr. Tim Smith, Facilities

Director (absent)

STUDENT REP: Brandon Diaz (absent), Domeniq Sanchez (absent)

Superintendent Linkenhoker called the meeting of the January 23, 2024 Board of Trustees to order at 5:00pm

Dr. Spencer-Robinson led the pledge of allegiance.

Dr. Linkenhoker stated as the first organizational meeting after elections the first order of business is to nominate a chair and vice-chair. Dr. Linkenhoker requested nomination's for Chair.

Mr. Aquadro nominated Mr. Cahillane for Chair. Dr. Bonner seconded the nomination.

#### **APPROVED 4-0**

At this time, the Superintendent handed the meeting over to the elected chair.

At this time Chairman Mr. Cahillane called for nominations for Vice-Chair.

Mr. Aquadro nominated Dr. Spencer-Robinson for Vice-Chair. Dr. Bonner seconded the nomination.

Dr. Spencer-Robinson declined the nomination and nominated Mr. Aquadro for Vice-Chair. Dr. Bonner seconded the nomination.

#### **APPROVED 4-0**

The Chair stated after the election of officers at the regularly scheduled Trustee's meeting in the month of January following the Northampton General Elections the next order of business is to read excerpts of the Will of Oliver Smith. The Chair read the excerpts of the Will.

Mr. Aquadro read the mission statement.

Mr. Aquadro alerted Mr. Cahillane that he would need to leave at 6:00pm this evening.

Participation by the Trustees: none

Participation by the Public: Jonathan Parrot briefly introduced himself, has a PhD in Forestry, was a former teacher in Horticulture, he is a member of the building committee and spoke in regard to the construction of the horticulture building and the options of the metal pre-fab and wood structure. Understanding the cost of a wood structure is more expensive but is optimistic the state will come up with grant funds in order to construct a wood structure.

Twig Burlingame resident of Florence and attended the adult electrician class. Mr. Burlingame gave a brief background on his path to becoming an electrician. Mr. Burlingame asked about the companion animal program would start, his granddaughter who is a current student in Animal Science would like to be in the concentration.

A **MOTION** was made by Mr. Aquadro and seconded by Dr. Spencer-Robinson to approve the minutes of the December 19, 2024 meeting.

#### APPROVED 5-0

School Spotlight: English Teachers, Luis Cote and Rosemary Thresher presented on the English Department (attached).

Mr. Bianca briefly explained that Mr. Cote will be leaving at the end of the week and thanked Mr. Cote for being a great addition to our staff and for working on behalf of the students, he will be missed.

Information and Proposals:

Superintendents Report: At this time Dr. Linkenhoker gave a PowerPoint presentation on his report to the Board (attached).

Discussion in regard to the Horticulture construction project. Mr. Aquadro stated we've come a long way with the design starting out with a beautiful building with a cost of \$12million. Mr. Aquadro feels we should go with the second option and hire a contractor to review the designs and asked Jonathan Parrot's thoughts. Dr. Parrot agreed with getting a local assessment. Mayor Sciarra noted that the cost for the electrical upgrades will need to be added to this cost.

At this time the Chair changed the order of the agenda to bring forward the Design Documentation (DD) item under new business.

A **MOTION** was made by Mr. Aquadro to *table* the Design Documentation (DD) vote for the Horticulture building project to February 13, 2024 Board of Trustees meeting. Dr. Spencer-Robinson seconded the motion.

### **APPROVED 5-0**

Mr. Aquadro made a motion to hire a local contractor for up to \$10,000 to review the Design Documentation.

Dr. Spencer-Robinson seconded.

## **APPROVED 5-0**

Mr. Aquadro departed the meeting at 6:10pm.

Principal's Report – Mr. Bianca gave a brief report (attached). Dr. Spencer-Robinson stated she missed the students being at the meetings and asked Mr. Bianca what the challenge of getting students to attend the meetings. Also asked the Mayor if there was a similar challenge for student reps on the Northampton School Committee.

Mr. Bianca replied the reason students don't attend regularly is between athletics and transportation.

Mayor replied there is a student rep that attends each meeting and there is a meeting of the student advisory and school committee every other meeting. Dr. Bonner suggested possibly the student "zoom" in. Mr. Bianca replied it is possible that if the students knew that their report would be a specific time it may be helpful. Dr. Spencer-Robinson stated maybe their report could be at the beginning of the meeting. Mr. Bianca will ask the students for their input.

Facilities Report – Ms Fairman reported on behalf of Mr. Smith and gave a brief update on campus projects. We are waiting on windows and heat pump for the Companion Animal building. Plumbing has completed their rough-in and it has been inspected. Working with a roofing company to address recent leaks. Sewer line project for farm area/Companion Animal building has a contract with Hatfield Equipment. Project to start as soon as weather permits.

Business Report – Ms Fairman gave a brief review of the finance report.

Dr. Linkenhoker stated there was an item from last month's meeting that didn't make the agenda and asked the Chair if this could be added for vote under the clause listed on the agenda as noted: The listing of matters are those reasonably anticipated by the Chair 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.

Mr. Cahillane made a **MOTION** to approve the international trip to Italy in February 2025 Seconded by Dr. Bonner

#### **APPROVED 4-0**

**New Business:** 

The NEASC Principles of Effective Practice agenda item is being tabled to the February  $13^{\rm th}$  meeting.

A **MOTION** was made by Mayor Sciarra and seconded by Dr. Spencer-Robinson to approve to surplus a 12inch Rockwell Disc Sander and a MAX Oscillating Spindle Sander from Cabinetmaking

**APPROVED 4-0** 

A **MOTION** was made by Dr. Spencer-Robinson and seconded by Mayor Sciarra to approve the following Reimbursable Grants:

FY2024 Proficiency-based Outcomes in Languages other than English – collaborating with other Vocational Schools Essex, Pathfinder, Keefe, Shawsheen, Nashoba and SVAHS. Nashoba has taken the lead on this grant and will receive the funds from DESE. \$48,500 total awarded.

**APPROVED 4-0** 

A **MOTION** was made by Dr. Spencer-Robinson and seconded by Mayor Sciarra to approve the Northampton Education Foundation's (NEF) Small Grants to Teachers program - \$3,000 for 3D mapping.

**APPROVED 4-0** 

A **MOTION** was made by Dr. Spencer-Robinson and seconded by Mayor Sciarra to approve the Northampton Education Foundation's (NEF) Small Grants to Teachers program - \$1,500 for Doug Anderson: The Things He Carries".

**APPROVED 4-0** 

A **MOTION** was made by Dr. Spencer-Robinson and seconded by Mayor Sciarra to approve the Career Technical Initiative Grant (CTI) - \$240,000 – Culinary Adult Ed **APPROVED 4-0** 

Recommend March meeting be changed to March  $26^{th}$  to provide more time for tuition rate announcement

Dr. Spencer-Robinson asked about the close proximity of the March 26<sup>th</sup> and April 9<sup>th</sup> Board meetings. Dr. Linkenhoker replied by waiting until later in March we should have the non-resident tuition rate to aid in assembling the FY25 budget and the earlier date in April allows the budget to be approved in time to send to the Mayor in compliance with the city charter.

#### **Future Business:**

Tuesday February 13, 2024 Board of Trustees Meeting 5:00pm Library Tuesday March 26, 2024 Board of Trustees Meeting 5:00pm Library Tuesday April 9, 2024 Board of Trustees Meeting 5:00pm Library

# **Upcoming Events:**

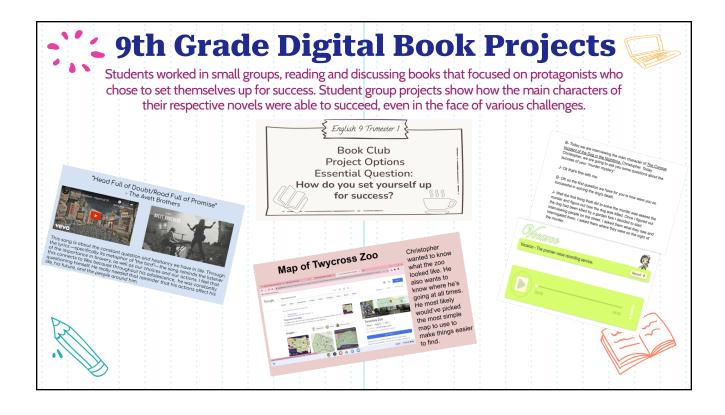
March 4 – 7, 2024 DESE TFM Review
March 19 – 20, 2024 NEASC Visiting Team
March 20, 2024 Spring Program Advisory Committees Dinner and Meetings
April 3 – 5, 2024 FFA State Convention Sheraton Framingham Hotel & Conf. Center
April 11, 2024 Outstanding Vocational Student Awards and Banquet – 5:30pm Mechanics Hall Worcester

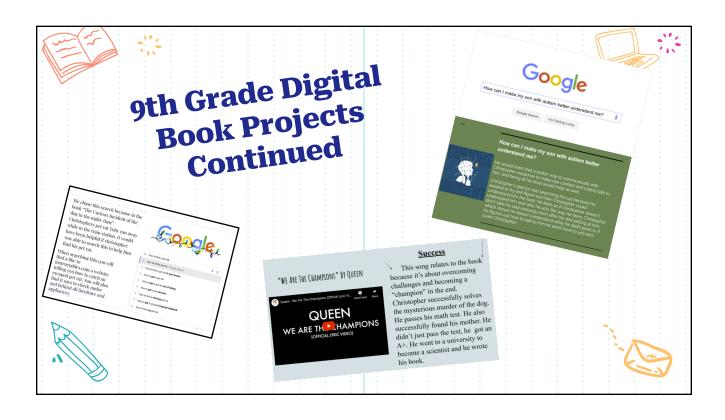
# Adjourn:

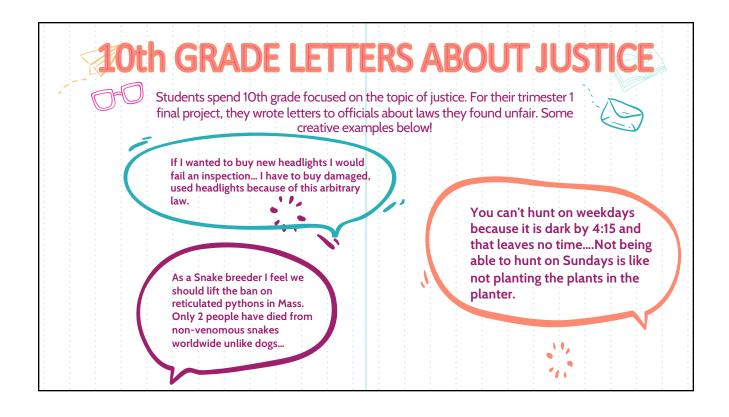
A **MOTION** was made by Dr. Bonner and seconded by Mayor Sciarra to adjourn. **APPROVED 4-0** 

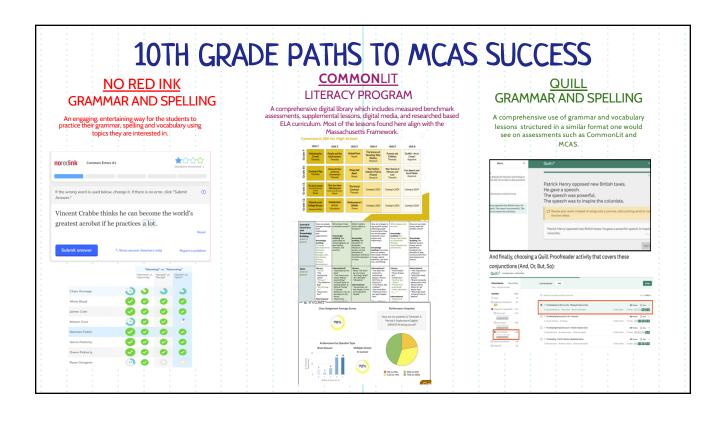
Respectfully submitted, Deborah Carver, Board Secretary

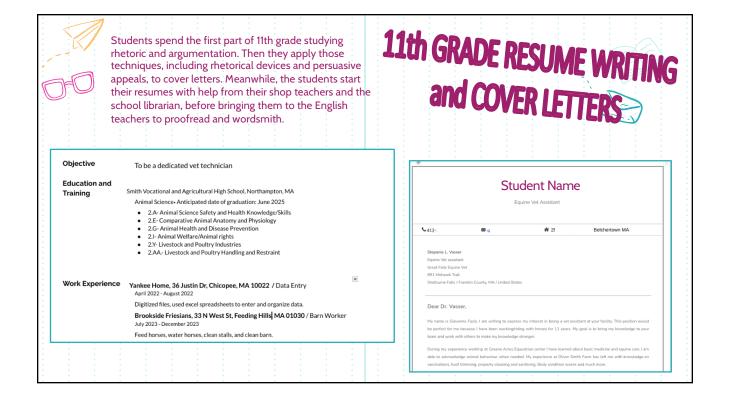


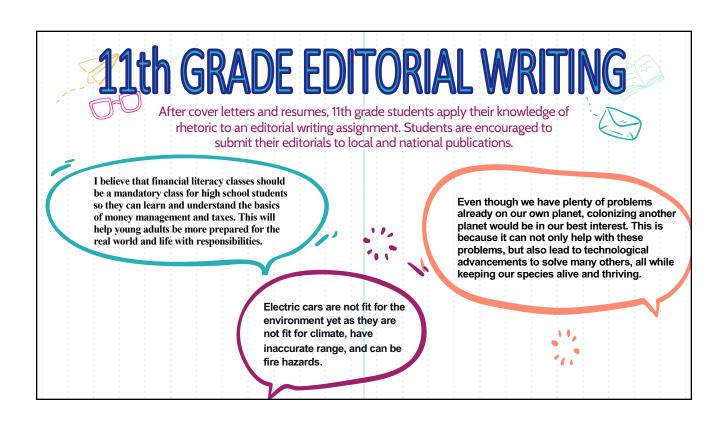


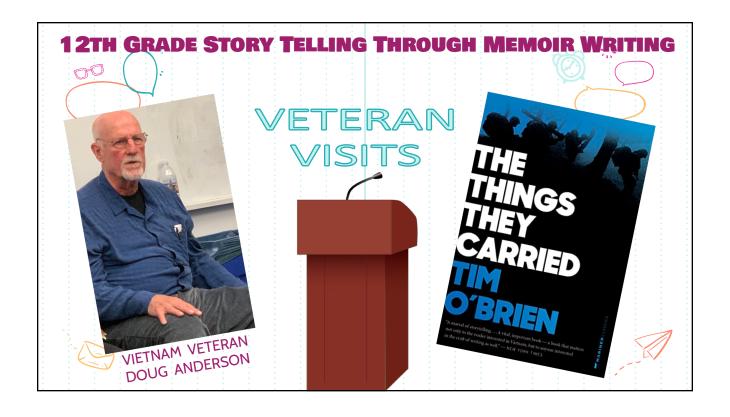
















	# of Ctudente	# of Students	
	# of Students Passing AP Lang Exam (11th grade)	Passing AP Lit Exam (12th grade)	
2023	4	5	
2022	3	6	
2021	1	3	
2020	No class offered	3	
2019	No class offered	1	



# Superintendent Report

January 23, 2024

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.

- 12/20/23: MDAR Commissioner Randle Visit
- 1/3/24: CJ MRE Challenge





# **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:
    - Exterior doors installed
    - Plumbing inspection completed
    - Still waiting on completion of HVAC system





# **Management & Operations**

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- Program Advisory Committee Membership Needs:
  - Advanced Man.: Racial/ Linguistic Minority
  - Ag. Mech: Post-Secondary, Apprenticeship
  - Animal Science: Organized Labor, Post-Secondary
  - Automotive: Person w/ Disabilities, Post-Secondary
  - o Cabinet Making: Person w/ Disabilities, Racial/Linguistic Minority, Parent/Guardian, Student
  - Carpentry: Person w/ Disabilities, Post-Secondary, Parent/Guardian, Student
  - Cosmetology: Non-Traditional
  - Electrical: Person w/ Disabilities, Racial/Linguistic
  - Graphics: Person w/ Disabilities, Racial/Linguistic Minority, Non-Traditional, Parent/Guardian
  - Health Tech: Racial/Linguistic Minority

# **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.

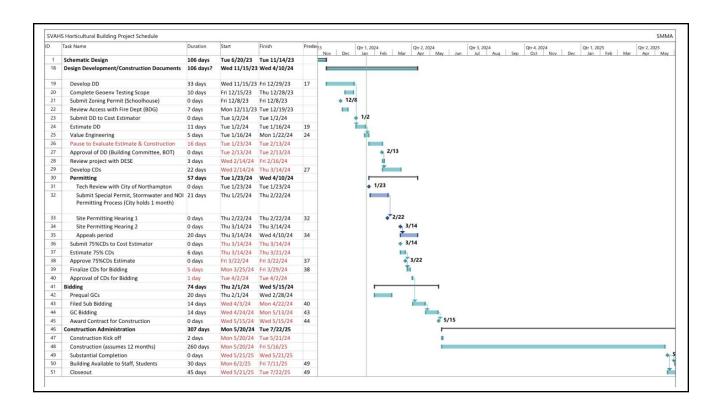
- Horticulture Building Updates
  - Recent site testing (around existing slab) provided no negative findings
    - Old equipment/materials were found in slope on backside of football field
  - Design Documents (DD) for 2nd estimate received 1/18/24
  - Options Moving Forward:
    - Option 1:
      - Vote between DD documents (Light Wood Framing) vs. Metal Prefab Framing
    - Option 2:
      - Delay vote to February 13, 2024 BoT Meeting
        - Vote to hire local GC to provide estimate on building material options
        - Use local estimate & SMMA estimates to determine building material decision
    - Once vote occurs, move onto Construction Documents (CD)
      - Another estimate will occur during this phase
    - Once CD is complete and approved then move on to bidding process

# **Management & Operations**

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- Horticulture Building Updates
  - No new substantial revenue sources
  - Still tracking \$6,026,109.31 as total available assets towards building
    - Need to invest in upgraded electrical infrastructure; not initially anticipated
    - Discussion around generator requirement; potential added cost
  - Difficult decisions must be made to ensure project moves forward and is completed before losing Skills Capital Grants

	Prefab Metal Building Nov. 2023 BoT Meeting	AM Fogerty 1/18/24 Estimate Light Wood Frame	1/19/24 Hypothetical AM Fogerty w/ Prefab Building
New Construction	\$3,068,741.00	\$4,161,300.00	\$3,068,741.00
Sitework	\$994,167.00	\$599,302.00	\$599,302.00
New Greenhouse			
Direct Costs	\$4,062,908.00	\$4,760,602.00	\$3,668,043.00
Design Contingency	\$406,290.80	\$238,030.00	\$238,030.00
Escalation	\$97,510.00	\$112,469.00	\$112,469.00
	\$4,566,708.80	\$5,111,101.00	\$4,018,542.00
Bonds			
GCs			
GRs			
Building Permit (City Waive?)			
Insurances			
OH&Profit	20% Markup	15.5% Markup	15.5% Markup
	\$5,480,050.56	\$5,903,321.66	\$4,641,416.01
Soft Costs	\$1,304,905.00	\$1,304,905.00	\$1,304,905.00
TOTAL	\$6,784,955.56	\$7,208,226.66	\$5,946,321.01



# 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.

- January Newsletter
- 1/5/24: Meeting w/ Sen. Velis' Office re: Admissions & Lottery
- 1/9/24: SBHC Update Meeting
  - o In process of hiring Behavioral Health Remote Therapist & Community Health Worker
- 1/12/24: Mass General/Brigham Hospital Meeting
  - Modifying/Expanding Athletic Trainer Model
- MSBA Executive Director Visit (Arranged by Sen. Comerford)
  - o Planned 2/6/24 Visit
  - MSBA backed out of visit:
    - "...in part to a complicated history here, and Smith Voc not having submitted a Statement of Interest."

# Family & Community Engagement

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- 1/18/24 Hoisting License Update
  - Ventry Associates met with Rep. Gonzalez, House chair of the Committee on Public Safety and Homeland Security
  - o Positive meeting including the Committee's legal counsel
  - o Hopeful to have bill reported out soon from Committee
  - SVAHS was specifically referenced during the meeting

# **Professional Culture**

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

- 1/3/24: NEASC Steering Committee
- 1/5/24: CVSR Luncheon: Attorney Long Presentation
- 1/8/24: Megan Lena Faculty Meeting Presentation
  - o Implementing Story Lines in Biology
- 1/17/24: MAVA Officers Presentation to Leadership I Candidates

# **Donations**

None this Month

# In the News...

ncrease funding for vocational education

seats. "I'we have 300 applicants, why can't we take all 300?"
Why not, indeed, how students and their families want a vocational education there are openings, and there is a great need for training in these professions. Students who graduate from vocational school will most likely not be using tapapyer-subsidized state college tution, so steering an increase of tax dollars vocational education could provide more equilable educational options. Where could the funding for more vocational education come from? How about reviewing the generous saties of the highest-paid Massachusetts state empty to start? I do not begrudge anyrone a fair salary for their training and exportise, agreciated that the commovmental when the best possible people in positions and increase in vocational education funding and a bigger investment in the

JANET SHARP

#### GLOWING TRACTORS



Hundreds gather along Main Street in Florence as 39 illuminated tractors make their way fron Smith Vocational and Agricultural High School to Look Park last Friday night during the first annual Holiday Lighted Tractor Parade put on by the Florence Civic and Business Association

STAFF PHOTO DAN LITTLE

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By ALEXANDER MACDOUGALL



#### COMMISSIONER FROM A3

# **Looking Ahead**

- 2x Weekly BAT Meetings
- Weekly Leadership Meetings
- Monthly MAVA Meetings
- Monthly Staff & DH Meetings
- FY24 Budget Meetings
- 1/24/24: MAVA Officers Meeting w/ Commissioner Riley
- 1/26/24: Senator Comerford Meeting re: Governance/Building Issues
- 1/30/24: Joint City Council, NPS School Committee, & SVAHS Trustees Meeting
- 1/31/24: GAC Meeting (Rescheduled from 1/24/24)
- 2/2/24: CVSR Monthly Luncheon
- 2/8/24: City DH Meeting
- 2/9/24: Policy Subcommittee Meeting
- 2/13/24: Mock Interviews
- 2/13/24: Board of Trustees Meeting: State of the School Presentation

# **Contact Information**

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# 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 January 2024 Smith Vocational and Agricultural High School Board of Trustees:

## **Student Representative to the Board:**

Brandon Diaz Domeniq Sanchez

#### **Enrollment:**

573 - Total Students

## **Admissions Update:**

Student applications year over year:

January 2024 – 230 applications in our system, with 50 (21.7%) of them from Northampton.

January 2023 – 206 applications in our system, with 44 (21.4%) of them from Northampton.

January 2022 - 172 applications in our system, with 32 (18.6%) of them from Northampton.

January 2021 – 129 applications

January 2020 - 150 applications

### Budget:

We began our individual department meetings with department heads this week. We will continue to review proposals and then combine into one proposal for Dr. Linkenhoker to incorporate into his budget request to the Board of Trustees.

#### **School Council:**

We are in the processes of updating the Student Handbook.

#### Youth Advisory to the Principal:

First meeting took place on Wednesday, November 15, 2023. We discussed planning around the idea for a Positive Choices Month at SVAHS. We are looking at the Month of March to include presentations, outreach, social media posts, and announcements centered on educating students about positive choices when it comes to relationships, substance abuse and school culture. Our next meeting is Wednesday, December 20, 2023.

#### Personnel:

Health Assisting Vocational Instructor Long Term Substitute – posted Health Assisting Instructor – reposted English Teacher Long Term Substitute – Hired

Respectfully submitted, Toseph Bianca ...'rincipal