

**SMITH VOCATIONAL AND AGRICULTURAL HIGH SCHOOL
NORTHAMPTON, MA**

**MINUTES OF THE
REGULAR BOARD OF TRUSTEES MEETING
Tuesday July 19, 2022
5:00 PM**

PRESENT: Mr. Michael T. Cahillane, Dr. Julie Spencer-Robinson, Mr. Richard Aquadro, Mayor Gina-Louise Sciarra (5:08pm)

ADMINISTRATION: Superintendent Dr. Andrew Linkenhoker, School Business Administrator Crystal Fairman

ABSENT: Joseph Bianca, Principal, Tim Smith, Facilities Director

STUDENT REP: absent

Chair Michael T. Cahillane called the meeting to order at 5:06pm and Vice-Chair Dr. Spencer-Robinson lead the Pledge of Allegiance. Mr. Cahillane read the Mission Statement of the School.

Participation by the Public: Kim Keough, Viking Runestone Advisor and on behalf of co-advisor Theresa Burke presented copies of the Viking Rhunestone to the Trustees for their support. The Runestone is going into its fifth year.

Unit D Representative Cyndie Ouimette stated there were two concerns by the Union. The past minutes and videos are not available on the website which is why she is here recording the meeting for transparency. The Union would like a link to videos to be placed onto the Trustees page. The second concern is the school mission statement should be on the front page of the website. Ms Ouimette teaches her students about the mission statement. It is difficult to find and once one is able to locate it, it automatically downloads rather than opens. The Union requests the Board of Trustees consider putting this on the front page.

Participation by the Trustees: None

Approval of Minutes: A **MOTION** was made by Dr. Spencer-Robinson and seconded by Mayor Sciarra to approve the minutes of the June 7 and June 10, 2022 meetings.

APPROVED 4-0

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

Property Subcommittee Report – Mr. Aquadro gave a brief update on the recent meeting, working with an architect on the concept of what will be feasible and will work for the site. Mr. Aquadro added that the report in the Gazette wasn't correct, we are not at the stage as reported. Next meeting will be July 26, 2022.

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

Mr. Cahillane added a brief update on the storm drain and the delay in the repair as well as the cost of the repair. Mayor Sciarra added that the storm drain pipe isn't large enough to handle the storm water and the Director of the DPW is working with the school toward a solution.

Mayor Sciarra apologized for having to leave for a prior commitment and exited at 5:38pm

Dr. Spencer-Robinson asked why this was the first year Dr. Linkenhoker attended the M.A.S.S. Dr. Linkenhoker replied he felt he didn't compare against traditional academic superintendents but found this to be a great conference and was happy that he went.

Principal's Report – Attached

Business Report – Business Administrator Crystal Fairman briefly reported on the finances to date, closing out FY22 and beginning FY23. Grants Coordinator posting received two applicants, may need to repost. Dr. Spencer-Robinson in regard to the one outstanding tuition bill, asked how many students are sent by the district that is contesting the student tuition. Ms Fairman replied this district sends a lot of students, but it is only one tuition bill being contested.

New Business:

A **MOTION** was made by Dr. Spencer-Robinson and seconded by Mr. Aquadro to approve payment of a June 30, 2022 invoice for \$2,400 from the Cell Tower Account to Zbigniew W Lewantowicz (architect) for services at the forestry repair and storage building in Leeds.

Discussion: Mr. Aquadro asked what service was provided? Ms Fairman replied on behalf of the facilities manager, the inspection was due to be done earlier but needed to wait for the carpentry students to finish their work.

APPROVED 3-0

A **MOTION** was made by Mr. Aquadro and seconded by Dr. Spencer-Robinson to approve applying for a potential Skills Capital Grant

Discussion: Dr. Linkenhoker briefly explained this is for a grant that will be out later this summer. Dr. Spencer-Robinson asked why we vote for this but not all grants that are applied for. Dr. Linkenhoker replied, the state requires it because this is a reimbursable grant, will need to have the funds available up front. Dr. Linkenhoker explained how the reimbursable grant works at Mr. Aquadro's request.

APPROVED 3-0

A **MOTION** was made by Dr. Spencer-Robinson and seconded by Mr. Aquadro to approve the following surplus for scrap:

- From Criminal Justice ten (10) Criminal Law, ten (10) Motor Vehicle Law, thirteen (13) Street Law textbooks and twelve (12) Constitution of Massachusetts Manuals
- From Science one (1) broken water distillation unit
- From Social Studies American Journey, World Culture & Geography and Psychology textbooks

Dr. Spencer-Robinson asked where do the books go? Ms Fairman replied these are being surplus for scrap.

APPROVED 3-0

Mr. Cahillane complimented Dr. Spencer-Robinson for organizing the retreat held today, adding his thanks to Dr. Linkenhoker and his administrative team for the hard work they continue to put in for the school.

Future Business:

July 26, 2022 Property Subcommittee meeting 10:00am – Library

September 20, 2022 Regular Board of Trustees meeting 5:00pm – Library

October 18, 2022 Regular Board of Trustees meeting 5:00pm – Library

Adjourn:

At 5:57pm Mr. Aquadro **MOTIONED** to adjourn Dr. Spencer-Robinson seconded.

APPROVED 3-0

Respectfully submitted,
Deborah Carver, Board Secretary

Superintendent Report

July 19, 2022

Submitted by
Andrew H. Linkenhoker, Ed.D

Highlights & Updates

- 6/8/22: Retirement Celebration
- 6/9/22: Athletic Banquet
- 6/13/22: DESE CTE Update Call
- 6/14/22: Last Day of School
- 6/20/22: CAMPUS CLOSED: Juneteenth
- 6/21/22-6/24/22: National SkillsUSA
- 6/27/22: Donna LaScaleia Meeting w/ Mr. Cahillane & Mr. Smith
- 6/29/22-6/30/22: Connecting for Success Conference
- 7/4/22: CAMPUS CLOSED: Independence Day
- 7/5/22: Property Subcommittee Meeting
- 7/12/22-7/14/22: M.A.S.S Conference
- 7/19/22: Board of Trustees Planning Retreat

National SkillsUSA



1st Place: Criminal Justice

2nd Place: Plumbing

Horticulture Building Rebuild Update

- Dietz & Co. Architects working on conceptual designs to help facilitate rebuild options
- Next Property Subcommittee Meeting: 7/26/22
- Still waiting on approval to demolish damaged portion of building
- Preparing existing classrooms for opening of school

Conferences Highlights

- Connecting for Success
 - Keynote: Kalise Wornum, Ed.D
 - Focus on cultural competency
 - DESE Updates
 - Licensure Updates
 - Personal-Social Well-Being
 - MAVA Board of Directors Meeting

- M.A.S.S Conference
 - Keynote: Dr. Ibram X. Kendi
 - 2020: Time Magazine named him as Top 100 most influential people in the world
 - DESE Updates
 - MAVA/MARS Joint Meeting
 - How to Personally Assess Ourselves
 - Focus on REDI Project (Race, Equity, Diversity, Inclusion)

Donations

- Horticulture Program Donations:
<https://docs.google.com/spreadsheets/d/1aQSpEMSNh3LgvxRqB5rCbeviEsP13TdYFdSly3Y12pg/edit?usp=sharing>
- Tractor Supply donated tools, hardware, and tractor parts to Agricultural Mechanics
- Smith College donated several balance scales and calipers to the Engineering Department

In the Press...

Daily Hampshire Gazette - 06/14/2022

GRAB AND GO



2022 PHOTO BY STEVE QUINN
Smith Vocational and Agricultural High School freshman Owen Thomson picks up a plastic bottle along the Mass Central Rail Trail in Florence during a field day activity on the school's field in East Jay Township. Thomson Smith has classmates, joined by several adult staff members, chose to clean up a portion of the trail for their activity, managing to cover the section from State Street in Northampton to North Maple Street in Florence during the morning.

06/14/2022 9:03 AM GMT-4:00

Powered by TECOMAX

Looking Ahead

- 7/22/22: Attending Skills Capital Grant Announcement
- 7/26/22: Property Subcommittee Meeting
- 8/2/22-8/4/22: MAVA Annual Retreat
- 8/9/22: Admin Team Summer Retreat
- 8/18/22: DESE Animal Science Program Meeting/Presentation
- 8/24/22: New Staff Orientation
- 8/25/22: All Staff Report
- 8/26/22: New Student Orientation
- 8/29/22: First Day of School
- 9/2/22: NO SCHOOL
- 9/5/22: CAMPUS CLOSED (Labor Day)
- 9/6/22: NO SCHOOL (Primary Election)
- 9/20/22: Board of Trustees Meeting

September Focus

- Opening of School

Contact Information

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Superintendent

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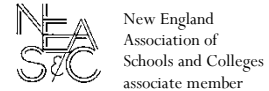


Smith Vocational and Agricultural High School

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Phone (413) 587-1414

Mr. Joseph C. Bianca
Principal

www.smithtec.org



July 19, 2022

**Principal's Report
July 2022 Board Meeting**

MAVA – Massachusetts Association of Vocational Administrators

SVVHS sent 9 faculty and administrators to the MAVA Connecting for Success Summer Conference in Marlborough, MA. This conference was on June 29 and 30. It offered Professional Development for administrators and vocational instructors, including DESE presentations on Licensure, the SEL, Increasing Diversity of students and staff, Engaging Community Stakeholders, Perkins V and Green Chemicals; as well as Peer presentations on 'Best Practices'. Multiple program specific Professional Development sessions for vocational shops and academics.

Summer Mailing dates:

New Student Mailing – July 8, 2022
New Student Orientation Invitation – August 1, 2022
Current Student Mailing – August 1, 2022
New Staff Mailing/Orientation Information – August 1, 2022
Staff Information – August 1, 2022

Enrollment Update:

Current enrollment for 2022-2023 is 560 (448 tuitions).
144 - 9th grade students have registered, 26 are from Northampton. We are still sending out notices to students on the wait list, as spots become available, in order to fill to 150.

Personnel Updates:

PE – Hired two Teachers, bringing the total number of PE Teachers to three.
Carpentry – Hired
Part-time School Nurse – Hired
Health Vocational Assistant – Hired
Grant Writer – Posted
Cosmetology Instructor (due to resignation) – Interview Phase

Respectfully,

Joseph Bianca
Principal

Founded in 1844 by Oliver Smith

SVVHS does not discriminate on the basis of race, color, national origin, sex, gender identity, disability, religion or sexual orientation.