

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

**MINUTES OF THE
REGULAR BOARD OF TRUSTEES MEETING
Tuesday October 19, 2021
Virtual Meeting via Zoom - 5:00 PM**

PRESENT: Michael T. Cahillane, Thomas M. FitzGerald, John E. Cotton,
Mayor David Narkewicz, Dr. John Provost, NPS Superintendent
(5:11pm)

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

STUDENT REP: Tyrese Cordova, absent

Chair Michael T. Cahillane called the meeting to order at 5:00pm and read the Mission Statement of the School.

Participation by the Public: none

Participation by the Trustees: Mr. FitzGerald commended Facilities Director Tim Smith the grounds and farm crews for keeping the campus and farm looking so good.

A **MOTION** was made by Thomas M. FitzGerald and seconded by John E. Cotton to approve the minutes of the September 21, 2021 meeting.

Michael T. Cahillane - yes

Thomas M. FitzGerald - yes

John E. Cotton - yes

Mayor Narkewicz - yes

APPROVED 4-0

Information and Proposals:

Superintendent's Report - Dr. Linkenhoker gave his report in a PowerPoint presentation (attached).

School Spotlight:

Athletic Director and Cooperative Education Coordinator Jeff Lareau reported on the following:

Co-Op: 25 seniors out with possible 5 this week going out. A new Co-Op site is Crane Currency for an electrical student.

Athletics: Sports Teams - Boys Soccer is 10-3-1. Girls Soccer 9-4-1. Football 1-4. Girls Volleyball 10-5. Both soccer teams and the volleyball team will make it to Western Mass Tournament and also the State Tournament.

Principal's Report – Mr. Bianca gave a brief report (attached).

Business and Facilities Report - Facilities Director Tim Smith gave an update on current projects on campus: nurse's suite is coming along and expects to be finished within 10 -14 days once the cabinets and counters are in. New boiler in C Building installed and will be running in time for the

upcoming cold weather season. Mr. Cahillane stated his appreciation for the work the facilities staff put in renovating the nurses suite.

School Business Administrator, Crystal Fairman gave an update of the finances to date.

New Business:

A **MOTION** was made by Thomas M. FitzGerald and seconded by John E. Cotton to approve an out of state field trip for Ag. Mech grade 12 students to tour SUNY Cobleskill November 30, 2021

Michael T. Cahillane - yes

Thomas M. FitzGerald - yes

John E. Cotton – yes

Mayor Narkewicz - yes

Dr. Provost - yes

APPROVED 5-0

A **MOTION** was made by John E. Cotton and seconded by John Provost to approve to apply for the Northampton Arts Council Grant for \$2,520 for the Viking Runestone, reimbursement grant.

Michael T. Cahillane - yes

Thomas M. FitzGerald - yes

John E. Cotton – yes

Mayor Narkewicz - yes

Dr. Provost - yes

APPROVED 5-0

A **MOTION** was made by Thomas M. FitzGerald and seconded by John Provost for DISCUSSION of the Admissions Policy.

Dr. Provost stated he is prepared to support this policy from last month's information shared, and asked if the criteria shared tonight is different from what was shared last month? Dr. Linkenhoker replied it is the point value on discipline, grades, attendance and briefly explained each. Dr. Provost asked if Dr. Linkenhoker had a prediction of applicants from the criteria-based admissions. Dr. Linkenhoker replied it will condense the scores and will cause more ties, would support a lottery in that focused area, but the adjusted criteria should not negatively affect our current data.

Dr. Linkenhoker asked if there was any additional guidance from the Board on what direction the Board feels comfortable going in. Dr. Provost is comfortable with the criteria-based admissions along with the lottery for tiebreaker. Mr. Cotton agreed with Dr. Provost. Both Mr. Cahillane and Mr. FitzGerald commend on the hard work put in on the policy.

A **MOTION** was made Thomas M. FitzGerald and seconded by John E. Cotton to approve to open contract negotiation with Unit D

Michael T. Cahillane - yes

Thomas M. FitzGerald - yes

John E. Cotton – yes

Mayor Narkewicz - yes

Dr. Provost - yes

APPROVED 5-0

A **MOTION** was made by Thomas M. FitzGerald and seconded by John E. Cotton to approve payment of FY21 invoices: \$899.55 to Yes Computers from Graphics Revolving and \$3,350.18 to Westover Building Supply from Facilities Revolving

Michael T. Cahillane - yes

Thomas M. FitzGerald - yes
John E. Cotton – yes
Mayor Narkewicz - yes
Dr. Provost - yes
APPROVED 5-0

A **MOTION** was made by John E. Cotton and seconded by Thomas M. FitzGerald to approve the following line item budget transfers: V0123000-511500 Sal Clercl \$10,509 to V0123000-511400 Sal Techn and V5233037-512000 Sal Tech-Coll \$41,813 to V5230537-511400 Sal Tech/Prof

Michael T. Cahillane - yes
Thomas M. FitzGerald - yes
John E. Cotton – yes
Mayor Narkewicz - yes
Dr. Provost - yes
APPROVED 5-0

A **MOTION** was made Thomas M. FitzGerald and seconded by John E. Cotton to approve the following surplus for resale from Health Technology CPR training mask adaptors.

Michael T. Cahillane - yes
Thomas M. FitzGerald - yes
John E. Cotton – yes
Mayor Narkewicz - yes
Dr. Provost - yes
APPROVED 5-0

A **MOTION** was made by Thomas M. FitzGerald and seconded by John E. Cotton to approve the following surplus for scrap/donation from SkillsUSA sixty (60) outdated coats.

Michael T. Cahillane - yes
Thomas M. FitzGerald - yes
John E. Cotton – yes
Mayor Narkewicz - yes
Dr. Provost - yes
APPROVED 5-0

Future Business:

November 16, 2021 Regular Board of Trustees meeting 5:00pm - virtual

December 21, 2021 Regular Board of Trustees meeting 5:00pm - virtual

January 18, 2022 Regular Board of Trustees meeting 5:00pm - virtual

Adjourn: Dr. Provost **MOTIONED** and Mayor seconded to adjourn 6:00 pm

Michael T. Cahillane - yes
Thomas M. FitzGerald - yes
John E. Cotton – yes
Mayor Narkewicz - yes
Dr. Provost - yes
APPROVED 5-0

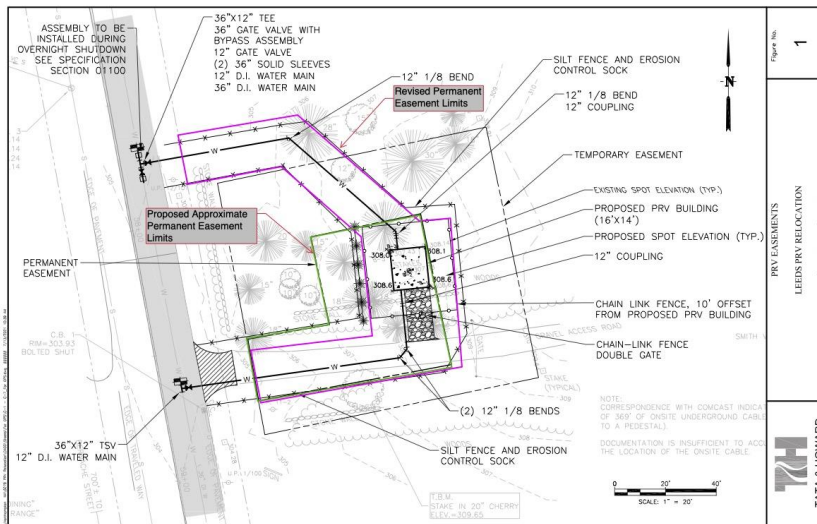
Respectfully submitted,
Deborah Carver, Board Secretary

October 19, 2021

Submitted by
Andrew H. Linkenhoker, Ed.D

- 9/22/21: G.A.C Meeting
- 9/24/21: Habitat for Humanity Team Meeting
- 9/27/21: CTE Zoom Meeting
- 9/27/21: Commissioner Zoom Meeting
- 9/28/21: NO SCHOOL (Primary Voting)
- 10/1/21: Submitted NEASC Special Report
- 10/4/21: MAVA Officers Meeting
- 10/6/21: FFA National Convention Planning Meeting
- 10/13/21: Flu Clinic
- 10/15/21: CJ Sophomores Mock Interviews
- 10/18/21: CTE Zoom Meeting

- Received NASE Letter on 10/9/21
- Consulted with Legal Counsel on Initial Dates
 - Legal Counsel has several other schools also in negotiating year
 - Meeting in early November to brainstorm priorities with Leadership Team



- Admissions Policy Committee & Leadership Team have continued to meet and discuss Admissions Policy direction/recommendations/etc
- Recommendation:
 - **Discipline**
 - 10 pts = No 37H ½ or 37H ¼ suspensions
 - 5pts = 37H ¼ infractions leading to 10 days cumulative suspensions
 - 0pts = 37H ½ suspensions
 - **Attendance** (Unexcused absences only)
 - 10 pts = 0-10 absences
 - 5 pts = 11-20 absences
 - 0 pts = 21+ absences

- **Grades** (English, Math, History & Science)
 - 10 pts = A's & B's
 - 5 pts = C's & D's
 - 0 pts = F's
- **School Counselor Recommendation**
 - 0-100 pts
- **Rubric**
 - Discipline = 1.5 weight
 - Attendance = 1.5 weight
 - Grades = 1.0 weight
 - Recommendation = 1.0 weight
- **Tie Breaker Process**
 - Lottery to be used to select applicants with same scores

CVTE/Chapter 74 Waitlist Analysis Smith Vocational and Agricultural High

This page shows the number of students eligible for and applying to Grade 9, and their demographic breakdowns, across the application stages and member municipality.

School Name

 Smith Vocational and Agricu...

Grade 9 Seats:
(Blank)

Application Gap

Member municipality
 All Towns
 Northampton

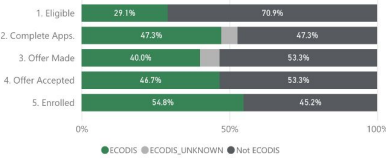
Opportunity Gap

Report Collection
 Fall for SY 2021
 Spring for SY 2022

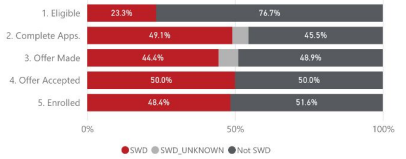
Final collection for students applying to start School Year 2021.

Stage	Total	Stud. of Color	White	ECODIS	Not ECODIS	SWD	Not SWD	EL	Not EL	FLNE	Not FLNE	Unknown
1. Eligible	206	56	150	60	146	48	158	10	196	19	187	0
2. Complete Apps.	55	24	28	26	26	27	25	6	46	6	46	3
3. Offer Made	45	17	25	18	24	20	22	5	37	5	37	3
4. Offer Accepted	30	13	17	14	16	15	15	5	25	5	25	0
5. Enrolled	31	13	18	17	14	15	16	6	25	6	25	0

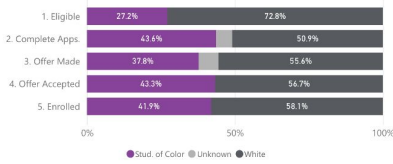
Economically Disadvantaged (ECODIS)



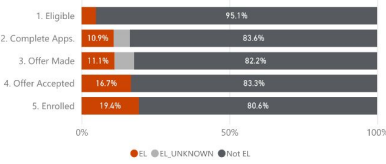
Students with Disabilities (SWD)



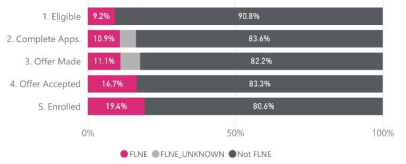
Students of Color



English Learners (EL)



First Language Not English (FLNE)



CVTE/Chapter 74 Waitlist Analysis Smith Vocational and Agricultural High

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Member municipality
 All Towns
 Northampton

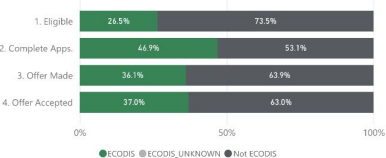
Opportunity Gap

Report Collection
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 Spring for SY 2022

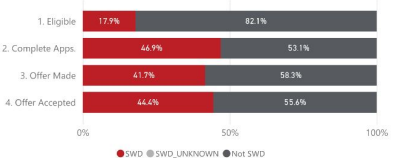
Initial collection for students applying to start School Year 2022.

Stage	Total	Stud. of Color	White	ECODIS	Not ECODIS	SWD	Not SWD	EL	Not EL	FLNE	Not FLNE	Unknown
1. Eligible	234	72	162	62	172	42	192	5	229	20	214	0
2. Complete Apps.	49	22	27	23	26	23	26	4	45	8	41	0
3. Offer Made	36	14	22	13	23	15	21	2	34	4	32	0
4. Offer Accepted	27	9	18	10	17	12	15	2	25	3	24	0

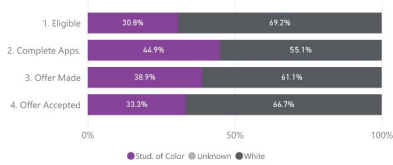
Economically Disadvantaged (ECODIS)



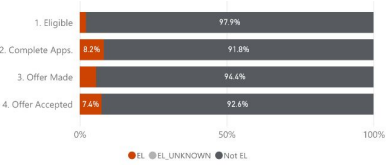
Students with Disabilities (SWD)



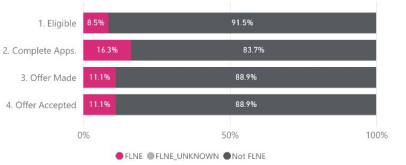
Students of Color



English Learners (EL)



First Language Not English (FLNE)



- Discussion during New Business this month
- Potential Vote at November BoT Meeting
 - Must have official vote by December BoT Meeting
 - Approved Policy will be in effect for this year's applications
- Questions:
 - Do we follow the recommended selective criteria? Adjusted criteria? Lottery?
 - How to handle Northampton vs. Non-Resident Applicants
 - Do we accept ALL Northampton applicants or continue with priority process?
 - How to handle tied students when making determinations around #150
 - Do we use a lottery? Date of application? Interview? Other?

- To Ag Mechanics: Stephen Rivera from Florence an Ariens 5hp push mower to be used for engine take-down and blade sharpening
- To Cosmetology: Denise Adams, Beyond Nails in Florence, nail polish, gel lamps and nail polish racks. Nail polish racks will be used to display nail polishes. The nail polish will be used to paint finger and toe nails.
- To Advanced Manufacturing: Bill Copson, Smith & Wesson, tool holders, drills and end mills. The tool holders will be utilized in our CNC mills. The insert drills and boring bars will be used in our lathes, both ProtoTrak and CNC. The addition of this tooling to our shop will allow us to teach new topics to students that we otherwise could not afford, better preparing them for entrance into the field.
- To Advanced Manufacturing: Kathie Breuniger from Feeding Hills, miscellaneous machine tools. The tools will be utilized in the manufacturing shop with the surface grinders and in our inspection lab.

- 10/20/21: PAC Meetings
- 10/26/21: CJ Shark Tank Judging
- 10/26/21: Title IX Webinar
- 10/27/21: MAVA Officers Meeting
- 10/27/21: MAVA Board of Directors Meeting
- 10/27/21: MAVA General Meeting
- 11/2/21: NO SCHOOL (Election Day)
- 11/3-5/21: MASC/MASS Joint Conference
- 11/7/21: Open House
- 11/11/21: NO SCHOOL (Veteran's Day)
- 11/16/21: Board of Trustees Meeting

- FFA National Convention Presentation

Andrew H. Linkenhoker, Ed.D

Super

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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

**Principal's Report
October 2021 Board Meeting**

Smith Vocational and Agricultural High School Board of Trustees:

Enrollment

549 – Total Students
434 Tuition (79%) ^1.2%
115 Total Students (21%) v1.2%

150 Freshmen; 149 Sophomores; 139 Juniors; 111 Seniors

Recruitment

Fall Open House is scheduled for November 7, 2021, 11-2pm. Reverting to our traditional format with some adjustments. Families are registering on-line for specific tours. Contact trace information will be gathered. Tour numbers limited and sign up on-line allows for direct control of number on campus in any given window of time. Our advertising has begun; newspapers, social media, Hadley movie theater, and we have printed 4,000 postcards which have been mailed out.

Fall Advisory Meetings:

We will be holding our Program Advisory Meetings, in-person, this coming Wednesday from 6- 8pm.

College Fair

On Friday, October 8, 2021 we held our College Fair for 11th and 12th grade students. Eighteen schools were represented, to include HCC, AIC, UMASS, MCLA, Springfield College, UMaine, Porter & Chester, and Elms.

Exploratory Rubric Review Committee

We have formed an Exploratory Rubric Review Committee. This committee will take a look at the current rubric, expectations and grading practices to make sure that it is in-line with current expectations and that it provides equity around expectations and outcomes. On the committee is Tara Sherman, Mark Nevin, Max Weider, Melanie Chartier and myself.

Personnel

We have posted for an Electrical Instructor to fill a staff resignation. Currently posting for an Electrical Instructor or a Long Term Electrical Sub.

Respectfully submitted,

Joseph Bianca
Principal

Founded in 1844 by Oliver Smith

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

Admissions Policy Criteria DRAFT

Discipline

10 pts = No 37H $\frac{1}{2}$ or 37H $\frac{3}{4}$ suspensions

5pts = 37H $\frac{3}{4}$ infractions leading to 10 days cumulative suspensions

0pts = 37H $\frac{1}{2}$ suspensions

Attendance

Unexcused absences only

10 pts = 0-10 absences

5 pts = 11-20 absences

0 pts = 21+ absences

Grades

English, Math, History & Science

10 pts = A's & B's

5 pts = C's & D's

0 pts = F's

School Counselor Recommendation

0-100 pts

Rubric

Discipline = 1.5 weight

Attendance = 1.5 weight

Grades = 1.0 weight

Recommendation = 1.0 weight

Tie Breaker Process

Lottery to be used to select applicants with same scores