

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

**MINUTES OF THE  
REGULAR BOARD OF TRUSTEES MEETING  
Tuesday November 14, 2017  
Library - 5:00 PM**

PRESENT: Michael T. Cahillane, Thomas M. FitzGerald, John E. Cotton, and Mayor David Narkewicz  
Dr. Provost, NPS Superintendent

ADMINISTRATION: Superintendent Dr. Andrew Linkenhoker, Principal Joseph Bianca and Crystal Fairman  
Business Manager

STUDENT REPS: Connor Pfalzgraf, Hadleigh Atwell

- 1) Chair Michael T. Cahillane called the meeting to order at 5:00pm and read the mission statement.

A. Participation by the Public: Mr. Cahillane read a letter sent by Susan Loehn from the Children's Advocacy Center of Hampshire County. Mayor Narkewicz asked for the City of Northampton Procurement Officer review the contract also. Mr. Cahillane stated he would see that he sends a copy. Dr. Provost asked when the term of the solar panels ends will the proceeds be funds for the school or the Childrens Advocacy. Mr. Cahillane replied the proceeds would go to the school.

B. Participation by the Trustees: Mr. Cahillane stated Mr. Cotton and the Superintendent attended the annual MASC/MASS Joint Conference earlier this month.

- 2) A **MOTION** was made by John E. Cotton and seconded by Thomas M. FitzGerald to approve the minutes of the October 17, 2017 Board of Trustees meeting.

**APPROVED 5-0**

- 3) Information and Proposals:

School Spotlight: Plumbing

Mr. Bianca introduced Armand Lamour, Skills Advisor who gave power point presentation (attached) on his trip to Abu Dhabi to watch alum Asher Chicoine compete in World Skills. Dr. Linkenhoker and Mr. Cahillane presented Asher Chicoine with a certificate of appreciation for competing in the World Skills Competition in Abu Dhabi

Superintendent's Report: Dr. Linkenhoker gave a brief PowerPoint presentation. (attached)

Mr. Cahillane thanked Dr. Linkenhoker for putting the work into the visit by the DESE Acting Commissioner, Sr. Assoc. Commissioner. The students did a great job with touring, and Culinary Arts served a fabulous farm to table lunch.

Dr. Provost stated the goal of getting level 1 is viable but could create pressure for the Superintendent; this is a concern for him.

Principals Report: Mr. Bianca asked the Student Reps to report. (attached)  
Mr. Bianca gave a brief report. (attached)

Business and Finance Report: Ms Fairman gave an update on the business report. The business office is preparing the first round of tuition invoices.

Facilities Report: Tim Smith gave a few on the student services suite, the building on the VA land, new sinks for Cosmetology waiting on installation costs, the mixing booth is ready for electrical once they finish the wiring at habitat, walk in freezer, gravel for the road to the farm house.

Mr. Cahillane thanked Tim Smith for driving the bus for today's tour.

Dr. Linkenhoker thanked the Board for encouraging and supporting financially the Adult Ed program.

Adult Education Update: Liz Tiley, Adult Ed Director gave a brief PowerPoint presentation on the action plan.

**(attached)** Ms Tiley thanked the Board for their support of this program.

4) New Business:

Bullying Policy Updates – 1<sup>st</sup> reading – Mr. Bianca stated the updating process had begun when the regulations changed but it hadn't been brought before the Board, this is being rectified by presenting tonight for a first reading.

Mr. Cahillane invited the Wellness Team to give their presentation.

Wellness Policy Updates – 1<sup>st</sup> reading presented by Trish Dandrea, Health Technology Instructor, School Nurse Jane Frey and Heather Bouley, Food Service Director.

A **MOTION** was made by Thomas M. FitzGerald and seconded by John E. Cotton to approve up to a \$15,000 match for the Massachusetts Capital Skills Grant for site work material, electrical and plumbing for the soft shell greenhouse.

Discussion: Dr. Linkenhoker gave a brief explanation of the matching funds aspect of the grant.

**APPROVED 5-0**

A **MOTION** was made by Thomas M. FitzGerald and seconded by John E. Cotton to approve up to \$10,000 from Farmhouse Account for the tractor repair.

**APPROVED 5-0**

A **MOTION** was made by John E. Cotton and seconded by Thomas M. FitzGerald to approve payment of an FY17 invoice from the Tuition Account to Lindco Springfield Co., Inc. for \$292.65.

**APPROVED 5-0**

A **MOTION** was made by John E. Cotton and seconded by Thomas M. FitzGerald to approve a \$50,000 transfer from Tyler Trust to Adult Education Revolving Account.

Mayor Narkewicz asked what the Tyler Trust is. Ms Fairman explained this account, also had contacted Nancy Roberts, retired Business Manager, for guidance in regard to this specific account.

**APPROVED 5-0**

Mr. Cahillane asked James Anspach, Forestry Instructor and FFA Advisor to speak on the request for approval of an overnight field trip.

A **MOTION** was made by John E. Cotton and seconded by Thomas M. FitzGerald to approve the FFA Winter Leadership overnight field trip to North Oxford MA in January 2018.

**APPROVED 5-0**

A **MOTION** was made by Thomas M. FitzGerald and seconded by John E. Cotton to approve the surplus of outdated medical items to Dr. Levraut for donation to Haiti from the Health Technology department.

Discussion: Dr. Linkenhoker gave a brief explanation regarding this donation; due to the boxes being opened area healthcare facilities couldn't accept the items even though the items contained were individually wrapped.

**APPROVED 5-0**

A **MOTION** was made by Thomas M. FitzGerald and seconded by John Provost to approve the surplus of mattresses for donation to Interfaith Winter Shelter Program from the Health Technology department.

**APPROVED 5-0**

A **MOTION** was made by Thomas M. FitzGerald and seconded by John E. Cotton to approve the surplus of seven mannequin heads for disposal from the Cosmetology

**APPROVED 5-0**

5) Future Business:

December 19, 2017 Regular Board of Trustees meeting 5:00pm

January 16, 2018 Regular Board of Trustees meeting 5:00pm

A **MOTION** was made by John Provost and seconded by Mayor Narkewicz to adjourn. Meeting adjourned at 6:38pm.

Respectfully submitted,  
Deborah Carver, Trustees Secretary



# SHUKRAAN!

\*THANK YOU IN ARABIC



# HOORAY FOR USA!!

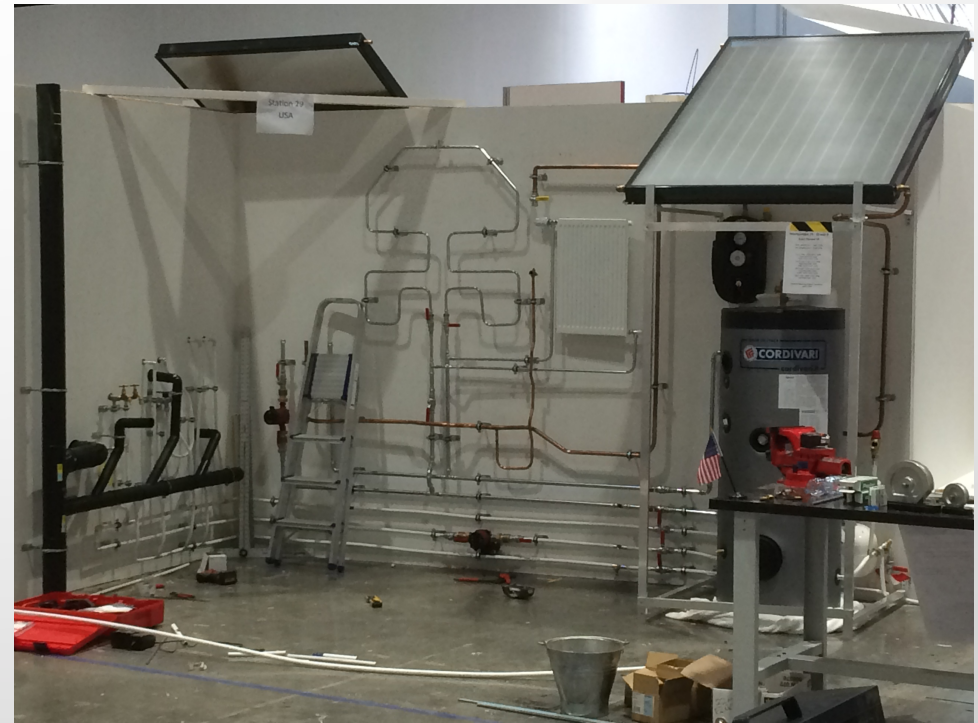


13<sup>TH</sup> Place out of 30  
Fierce Competitors from  
around the globe!

\*\*\*BEST finish of any US  
Plumbing Competitor to  
date!!!

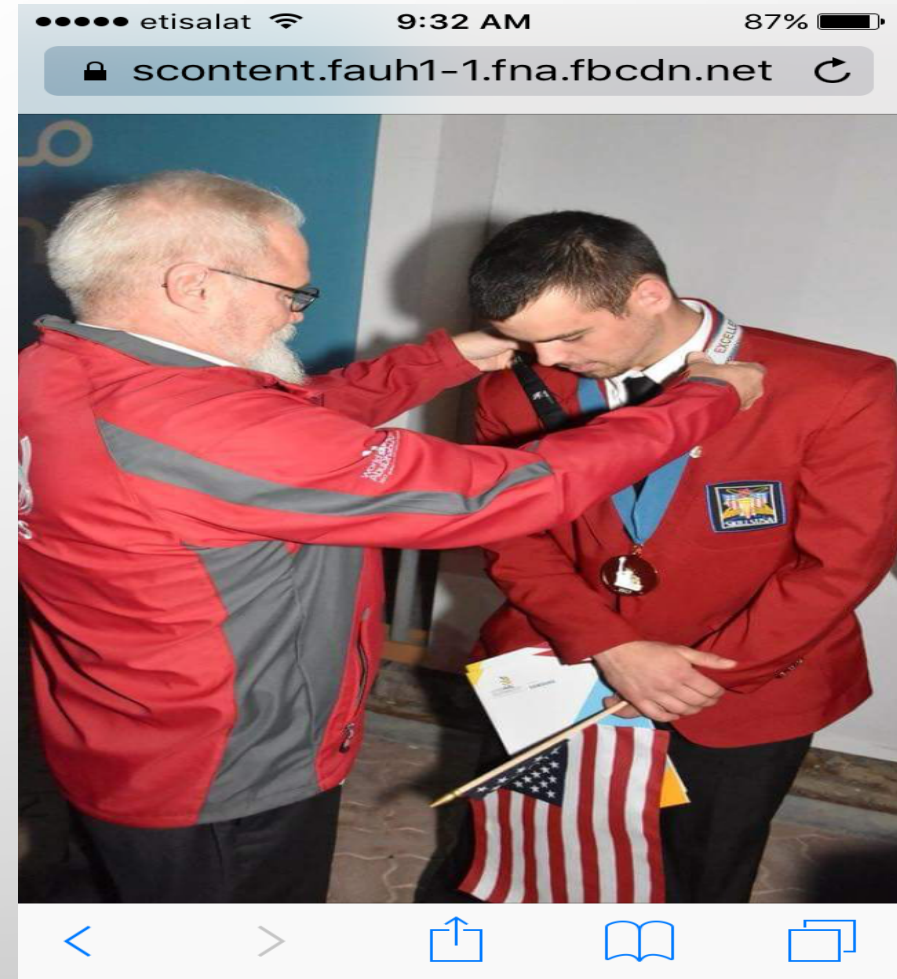


JOB WELL DONE!





# ASHER RECEIVES THE MEDAL OF EXCELLENCE IN PLUMBING







WE HAD A BLAST!



- SIGHTSEEING IN ABU DHABI & DUBAI









# SMITH VOCATIONAL PLUMBERS ARE NOW KNOWN GLOBALLY!



Shayne La Combre who is the President of the World Plumbing Council knows who we are!



Nick Michalenkeo, Tim Murphy, Asher Chicoine all members & represent Smith Voc Plumbing in the WPC

# SMITH VOC PLUMBING DEPT OFTEN REFERRED TO AS THE NEW ENGLAND PATRIOTS OF PLUMBING



- “YA’LL ARE LIKE THE NE PATRIOTS UP THERE, YOU JUST DON’T LOOSE.” CAD INSTRUCTOR FROM ALABAMA
- “YOU GUYS AREN’T JUST DOING SOMETHING RIGHT OVER THERE, YOUR DOING EVERYTHING RIGHT & KEEP IT UP!.” BOB HAHN, US PLUMBING TECHNICAL EXPERT
- “ MUCH LIKE THE NE PATRIOTS IT’S THE SYSTEM, YOU GUYS HAVE THE SYSTEM & DON’T MESS WITH IT!” ROB MCARTHY, PRESIDENT OF THE BOSTON LOCAL 12 PLUMBERS UNION
- “YOU FELLAS ARE LIKE THE PATS, HOW MANY TIMES HAVE YOU WON THAT THING?” WAYNE THOMAS, PRESIDENT OF THE MA PHCC



EXTRA! EXTRA!  
READ ALL ABOUT IT!



- STUDY PLUMBING AT SMITH VOCATIONAL UNDER WORLD-CLASS INSTRUCTORS AND YOU COULD BE THE NEXT WORLD-CLASS PLUMBING COMPETITOR!

“GREAT WORK PLUMBERS! OUR SPONSORS ARE VERY IMPRESSED WITH YOU GUYS UP THERE” TIM LAWRENCE, CEO SKILLS-USA



**\*The little SVAHS Plumbing Dept in Northampton, MA has the potential to have produced 3 out of the 6 Plumbing competitors eligible for candidacy to the 2019 World Skills in Kazan Russia!\***



# Superintendent Report

November 14, 2017

Submitted by  
Andrew H. Linkenhoker, Ed.D

# Highlights

1. Acting Commissioner Wulfson & Senior Associate Commissioner Chuang visit.
2. Will share detailed “Carpe Diem” this week mentioning other highlights.



# 2017 MCAS Data Presentation

Please refer to handout

# Superintendent Goals

Student Learning Goal:

**I.E.3: *School & District Goals:*** Uses data to accurately assess school and district strengths and areas for improvement to inform the creation of focused, measurable district goals. Provides support to principals in their efforts to create focused, measurable school goals.

***\*2018 MCAS Accountability Level will return to Level 1 status\****

# Student Learning Goal Plan

Date	Action Item
November 13, 2017	Disseminate MCAS Data to Faculty
November, 2017	Establish Administrator goals for MCAS improvement
January-March, 2018	Assist administrators working with DH's to address weaknesses with MCAS data

# Superintendent Goals: Continued

Professional Practice Goals:

**III.A.2: *Community & Business Engagement:*** Establishes ongoing relationships with community organizations, community members, and businesses. Engages them to increase their involvement to maximize community contributions for district effectiveness.

**IV.E.1: *Shared Vision Development:*** At all grade levels, continuously engages administrators, staff, students, families, and community members in developing a vision focused on student preparation for college and career readiness, civic engagement, and community contributions.

# Professional Practice Goal #1 Plan

Date	Action Item
August, 2017	Send introductory letter to all sending superintendents
Monthly	Attend CVSR Luncheons and Steering Committee Meetings
September, 2017	Begin attending local events through AIM, Northampton Chamber, etc.

# Professional Practice Goal #2 Plan

Date	Action Item
November, 2017	Share vision to DESE Acting Commissioner
December, 2017	Work with administrative team to share vision with faculty and student stakeholders
January, 2018	Facilitate discussion with UMASS Amherst, Stockbridge on formulating strong articulation agreement with Animal Science and Horticulture.
June, 2018	Finalize implementation of 2017 Capital Skills Grant to modernize greenhouses.
June, 2018	Finalize plan to begin Companion Animal Concentration for September, 2019.



# Looking Ahead

November 17: Franklin/Hampshire County Superintendent Steering Committee

November 17: SVAHS Night at Springfield Thunderbirds

November 21: Emergency Dispensing Site Walk Through

November 27: Blood Drive

November 29: General Advisory Meeting

December 1: GCC LPN Ribbon Cutting Ceremony

December 1: CVSR Luncheon w/ Admin Assistants

# Looking Ahead: Continued

December 4: CPR Orientation Meeting

December 5-10: ACTE Conference

December 15: Superintendent Steering Committee

# December Focus Topics

1. Co-Op/Athletic Update
2. ACTE Conference Recap

# Donation



# Contact Information

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*Superintendent*

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SVAHS

# November Trustees Meeting

## 11/14

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### **Student Reps:**

Hadleigh Atwell & Connor Pfalzgraf

### **Fundraisers:**

- Seniors are selling parking spots to student drivers with painting privileges in the spring.
- Juniors just ended their Yankee candle fundraiser which made them \$800 in profit and they are waiting for online sales to end on January 10th to get a final number. They will also be starting a cookie and pizza fundraiser soon.
- FFA is raffling off a cord of firewood, and will be selling wreaths, Poinsettias and other holiday decorations.
- Criminal Justice is painting and selling pallets to look like American flags.
- National Honor Society is collecting coats for Salvation Army and at the end of the month will start a Toys for Tots fundraiser in conjunction with the staff.
- Health Tec. is currently planning their annual craft fair in conjunction with Criminal Justice and Graphics.

## **Student Activities**

- The Commissioner of Education came to tour the school and shops today. The tour was given by 2 FFA reps, 2 Skills USA reps, and 2 NHS reps. in conjunction with the admin team.
- The Smith FFA Chapter just recently returned from National Convention where the Forestry team placed silver and Barry Nadon III placed as one of the top 3 individuals nationally! They will be at the January meeting to give a presentation on there trip.
- The class of 2019 is currently planning a winter dance for December.
- Student government is planning a spirit week from December 11th-15th leading up to a Shop Vs. Shop dodge ball game.

## **Sports:**

- Both Girls & Boys soccer made it to the playoffs but lost in the first round.
- All fall athletics are done for the season now. Basketball and Wrestling tryouts start on Monday November 27th.
- The fall sports teams records are Fooball 3-7, Boys Cross Country 9-6, Girls Cross Country 3-4, boys Soccer 7-6-5, Girls Soccer 9-8, and Girls Volleyball 1-15
- The school has started offering intramural sports.

## **New Clubs:**

- We now have an Art club that meets every Thursday formed by Ms.Sanchez.



**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*

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**November 14, 2017**

**Principal's Report  
November 2017 Board Meeting**

**Smith Vocational and Agricultural High School Board of Trustees:**

**Student Representative to the Board:**

Hadleigh Atwell  
Connor Pfalzgraf

**Enrollment:**

501 students

Exploratory has begun we are currently in our second week.

**Personnel:**

**Hired:**

Long Term Substitute ELA – Maternity Leave  
Long Term Substitute Animal Science – Ashley Holden Fulbright Scholar

**Needs:**

Curriculum Director – Posting has closed. The committee headed by Assistant Principal Sabonis met this afternoon to identify the finalists and schedule interviews.

**Program Advisory**

We had our first meeting of the Program Advisory Committees on October 18, 2017. Advisory Groups met in each of the shop areas. The first morning meeting of the Advisory Chairpersons will be on November 29, 2017 at 7am, Oliver Smith Restaurant.

**Open House**

Our annual Open House was held on November 5, 2017. I appeared on Mass Appeal on November 1, 2017 to promote the Open House. We had commercials running on WWLP. Ms. Chartier, the Vocational Director, did the voice over work for the commercials. We also had newspaper ads in the Gazette, The Summit, and the Amherst Bulletin. Twitter and Facebook was also utilized for promotion.

**2016** (last year) - we had 109 students sign in.

**2017** (this year) - we had 119 students sign in.

***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.*



This year we had 219 people take guided tours and over 75 take individual tours with the assistance of National Honors Society students and other staff members.

**2016** - Coming into this weekend we had '0' applications and received '34' applications during open house.

**2017** - Coming into this weekend we had '23' applications and received '51' applications during Open House for a total of 74! That's correct 74 applications on file already, with almost 50 students having the interview already on the books.

**Animal Science/Agricultural Mechanics/Culinary**

These departments had their annual chicken raising, processing unit completed last week. Ag Mech students build the coops and manage the equipment, Animal Science Students raise the chickens. This year we also added ducks. We have a mobile USDA Processing Trailer come onto campus. Students from all the departments participate in the processing of the chickens and ducks. Learning all the steps. The processed birds go immediately on ice and are delivered to the Oliver Smith Kitchen.

Respectfully submitted,

Joseph Bianca  
Principal

*Founded in 1844 by Oliver Smith*

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# BOT Meeting 11-14-2017

## *Slide Speaking Points*

### **SLIDE 1 - Never Stop Learning**

- There is a lot of excitement on this campus at night with students of all ages learning new skills. I am very grateful that you allocated funds in 2016 to rebuild the adult ed program here and wish that you could hear, as I do, how appreciative the community is as well.

### **SLIDE 2 - First 15 Months**

- This slide shows financials through the end of FY17. When I started work at the end of March 2016, adult ed offered 3 classes that generated \$478 after advertising, stipends and materials. The first full year's income was more significant at over \$55M with 268 students registering for a selection of over 40 different classes.

### **SLIDE 3 - Getting to Financial Self-Sufficiency**

- This slide shows conservative projections over the next 5 years based on expectations for FY18 with modest increases. I have set up our school as an affiliate of Smith College which allows us to hire work-study students at 25% of their pay rate (currently \$11.50/hour) with the other 75% being paid by federal funding.

### **SLIDE 4 - Projected Annual Growth**

- This slide shows the numbers in a graph format.

### **SLIDE 5 - Additional Revenue Sources**

- New grants - Northampton Education Foundation \$3M and other Commonwealth Corporation workforce training grants as they become known
- Day Phlebotomy Adult Education has room for 10 students at \$1,200
- If the adult ed classes that ran this year had been at maximum enrollment, the program would have netted more than an additional \$50M
- New programs - Southeastern Technical Institute offers 10 month program Chapter 74 programs to adults. Here is an example of their electrical program. Advantages are not only the additional revenue but public funding available for students.

## **SLIDE 6 - Adult Education is Mission-Based**

- The first annual report of Smith Agricultural School informs the public that the school provides training in agriculture, household economy and, for boys who enter at 14 years of age, training in mechanical arts or, in the case of more mature students, preparation as journeyman or foreman

## **SLIDE 7 - Adult Education was a Popular Program**

- This slide shows some of the adult ed students participating in the school's open house in 1956. Northampton residences paid a \$1 registration fee plus the cost of materials while those from other communities are charged 15 cents an hour, paid by the towns from which they come.

## **SLIDE 8 - Adult Education Exhibits**

- This slide shows more of the adult ed student exhibits

## **SLIDE 9 - Daily Hampshire Gazette - 1956**

- The Commonwealth, the City of Northampton and Smith's Agricultural School express pride in preparing both youth and adult workers in ways that provide value to the area's economy.

## **SLIDE 10 - Springfield Union - 1966**

- Adult Education is in its infancy at this school and needs more support but, with the program's demonstrated growth potential, the investment in this revenue-generating community education program will pay off for everyone in the long run.