

ESSEX AGRICULTURAL AND TECHNICAL HIGH SCHOOL
562 Maple St. Hathorne, Massachusetts 01937-0362

BOARD OF TRUSTEES
MEETING MINUTES
Thursday August 12, 2010

A Regular Meeting of the Board of Trustees was held on Thursday, August 12, 2010 at 5:00 p.m. in the Smith Hall Conference Room with the following members in attendance: Chairman Edwards, Trustees Winthrop, Basile, Patterson, and Bennett.

I. Call to Order

The meeting was called to order at 5:05 p.m.

Attendance:	Mr. Winthrop	-	Present
	Mr. Basile	-	Present
	Dr. Patterson	-	Present
	Mr. Bennett	-	Present
	Mr. Evangelidis	-	Absent
	Mr. Cahill	-	Absent
	Mr. Edwards	-	Present

II. Approval of Minutes

Regular Board of Trustees Meeting Minutes of June 17, 2010: on a motion by Mr. Bennett, seconded by Dr. Patterson, it was moved that the Board approve the minutes of the Regular Meeting of June 17, 2010.

Roll Call Vote:	Mr. Winthrop	-	Yes
	Mr. Basile	-	Yes
	Dr. Patterson	-	Yes
	Mr. Bennett	-	Yes
	Mr. Evangelidis	-	Absent
	Mr. Cahill	-	Absent
	Mr. Edwards	-	Yes

Five trustees voting "Yes", and two "Absent" the motion passes.

Chairman Edwards asked the Board if any member objected to taking the agenda out of order to accommodate individuals present to be introduced and answer questions the Board may have. The following items were taken out of order:

V. *New Business*

b. *Proposed April 2012 Student Trip to Europe*

a. *New Principal (and Technology Manager) Introduction*

VI. *Unfinished Business*

b. *Final Draft: Student Handbook for 2010-11*

III. Financial Reports

a. Business Manager
Expenditure Report

Mr. Malonson presented, reviewed, and answered questions from the Board regarding the expenditure report.

Mr. Basile, Chairman of the Finance Subcommittee recognized Mr. Malonson for the outstanding job he is doing with regard to modernizing the operation of the Business Office. He also indicated that the Finance Subcommittee would like to recommend that he develop a quarterly report by department to identify budget variances in order to target departments that may be in need of budget development and management assistance.

On a motion by Mr. Bennett, seconded by Dr. Patterson, it was moved that Mr. Malonson add a column showing the previous year's expenditures to his report.

Roll Call Vote:	Mr. Winthrop	-	Yes
	Mr. Basile	-	Yes
	Dr. Patterson	-	Yes
	Mr. Bennett	-	Yes
	Mr. Evangelidis	-	Absent
	Mr. Cahill	-	Absent
	Mr. Edwards	-	Yes

Five trustees voting "Yes", and two "Absent" the motion passes.

b. Treasurer's Report
Fund Balance Report and Schedule of Interest Income

Mr. Murtagh briefly reviewed and discussed both reports with the Board.

IV. Unfinished Business

a. Essex North Shore Agricultural and Technical School Update

i. New School Update

Mr. Bennett updated the Board on the new school as follows:

The first meeting of the new school committee is scheduled for Thursday, August 19, 2010 at 6:30 p.m. when the Commissioner of Education or his Designee will preside until a Chairman is elected.

The new school committee will need to adopt bylaws and a regional agreement as well as initiate the bonding process to finance the local share of the cost of new school construction. In addition, Mr. Bennett indicated that he is a member of a 501(c)3 foundation that will be looking to engage industry partners in an effort to supplement, support, and enhance the agricultural and technical programs in the new school.

b. Final Draft: Student Handbook for 2010-11

Mr. Dolan reviewed and updated the Board on the final draft of the Student Handbook for 2010-11.

On a motion by Mr. Bennett, seconded by Dr. Patterson, it was moved that the Board approve the Student Handbook for 2010-11 as presented.

Roll Call Vote:	Mr. Winthrop	-	Yes
	Mr. Basile	-	Yes
	Dr. Patterson	-	Yes
	Mr. Bennett	-	Yes
	Mr. Evangelidis	-	Absent
	Mr. Cahill	-	Absent
	Mr. Edwards	-	Yes

Five trustees voting "Yes", and two "Absent" the motion passes.

c. Finance/Budget Subcommittee Report

Mr. Basile, who serves as the Chairman of the Finance/Budget Subcommittee, reviewed the following issues that were discussed at the subcommittee meeting:

- The Treasurer's Report include interest rates for all deposits.
- The September Board meeting will include a presentation on the proposed construction of an Agricultural Exposition and Training Center with the architect scheduled to attend the October Board meeting to answer questions and address concerns.
- Develop a quarterly report by department to identify budget variances in order to target departments that may be in need of budget development and management assistance.

d. Superintendent's Evaluation 2009-10

Mr. Bourgeois provided the Board with the evaluation timeline for the superintendent's evaluation process and explained that each individual Trustee is asked to complete the performance evaluation document and forward it to the Chairperson of the Board of Trustees between August 13th and 31st. The Chairperson will compile the submitted information into a written narrative composite document that will be reviewed with the superintendent prior to the September meeting at which time it will be shared with the Board.

V. New Business

a. New Principal and Technology Manager Introductions

Mr. Bourgeois introduced Edith Allyn and Kyle Jones and provided a brief description of their educational backgrounds and credentials to the Board of Trustees.

b. Proposed April 2012 Student Trip to Europe

Ms. McKay and Mr. Stark were present to review the request for the student educational trip to Europe and answer questions from the Board regarding safety issues and the educational benefits of the trip.

On a motion by Mr. Basile, seconded by Mr. Winthrop, it was moved that the Board approve the trip to Europe as presented.

Roll Call Vote:	Mr. Winthrop	-	Yes
	Mr. Basile	-	Yes
	Dr. Patterson	-	Yes
	Mr. Bennett	-	Yes
	Mr. Evangelidis	-	Absent
	Mr. Cahill	-	Absent
	Mr. Edwards	-	Yes

Five trustees voting "Yes", and two "Absent" the motion passes.

c. Other – Assistant Superintendent's Salary

Mr. Bourgeois recommended to the Board a 3% pay increase for the Assistant Superintendent retroactive to July 1, 2010.

On a motion by Mr. Winthrop, seconded by Mr. Basile, it was moved that the Board approve the Superintendent's recommendation.

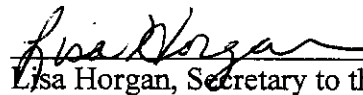
Roll Call Vote:	Mr. Winthrop	-	Yes
	Mr. Basile	-	Yes
	Dr. Patterson	-	Yes
	Mr. Bennett	-	No
	Mr. Evangelidis	-	Absent
	Mr. Cahill	-	Absent
	Mr. Edwards	-	Present

Three trustees voting "Yes", one "No", two "Absent" and one "Present" the motion passes.

VI. Adjournment

The meeting was adjourned at 6:15 p.m.

Date of Next Meeting: September 9, 2010 at 5:00 p.m.



Lisa Horgan, Secretary to the Superintendent

List of meeting handouts:

- Agenda
- Regular Minutes from June 17, 2010 Meeting
- Business Manager's Report: Expenditure Report
- Treasurer's Report: Fund Balance Report -- Schedule of Interest Income, and Schedule of Interest Detail
- Copy of the Student Handbook for 2010-11
- Memo from Mr. Bourgeois regarding the 2012 Student Educational Trip to Europe
- Superintendent's evaluation documents for FY10
- Various "Thank you" notes from Students who received scholarships
- The Aggie News from the Alumni