

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

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BOARD OF TRUSTEES  
MEETING MINUTES  
Thursday May 12, 2011

A Regular Meeting of the Board of Trustees was held on Thursday, May 12, 2011 at 5:30 p.m. in the Smith Hall Conference Room with the following members in attendance: Chairman Edwards, Trustees Winthrop, Basile, and Patterson.

I. Call to Order

The meeting was called to order at 5:30 p.m.

Attendance:	Mr. Winthrop	-	Present (Arrived @ 6:00 p.m.)
	Mr. Basile	-	Present
	Dr. Patterson	-	Present
	Mr. Bennett	-	Absent
	Mr. Evangelidis	-	Absent
	Mr. Cahill	-	Absent
	Mr. Edwards	-	Present

*Chairman Edwards requested that the Board move the next item of the agenda since a quorum is required for a vote. The Board moved onto Item III. Financial Reports b. Treasurer's Report and then to V. New Business a. FFA State Convention Report to accommodate students participating in the presentation. The order then returned to III. a. Business Manager's Report, II. Approval of Minutes and then to IV. Unfinished Business, etc.*

II. Approval of Minutes

Regular Board of Trustees Meeting Minutes of April 14, 2011: on a motion by Dr. Patterson, seconded by Mr. Basile, it was moved that the Board approve the minutes of the Regular Meeting of April 14, 2011.

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

Four trustees voting "Yes" and three "Absent" the motion passes.

### III. Financial Reports

- a. Business Manager  
Expenditure Report

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

- 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 District Update

Dr. Patterson updated the Board on the new school as follows:

He explained they are in the middle of the bid process for the Constuction Manager at Risk and have pre-qualified five firms and waiting for their proposals.

He distributed to the Board a Memo from Peter Frazier from FirstSouthwest regarding an updated draft financing plan for the new school's pending school construction project.

Mr. Bourgeois and Dr. Patterson reviewed the various ways the two schools' faculties have been collaborating in preparation for the opening of the new school.

- b. Hathorne Technology Foundation Update

Mr. Bennett is absent therefore Mr. Vercellone updated the Board on the foundation as follows:

He stated they were in process of finalizing the by-laws hopefully by the June meeting. Their first goal is to procure equipment for the new school that may not be in its budget through various gifting programs and fundraising efforts.

- c. Agricultural Training Center Update

Mr. Taylor, Farm Manager, and Mr. Curt Malonson, Business Manager reviewed and updated the Board on the progress of the Agricultural Training Center. They informed the Board that there was a potential drainage issue that has been discovered and our archetects are working with the civil engineer and contractor to resolve the problem.

V. New Business

a. FFA State Convention Report

Rachel Moody, FFA Advisor and three students (Nicole Leslie, Casara Lane, and Loriann Lane) who participated and competed in the FFA State Convention in March updated the Board on the results of the competitions. They also informed them who would be representing Essex Aggie at the Nationals in Indianapolis next November.

b. Superintendent's Report

Mr. Bourgeois shared a communication from Attorney Casey regarding the Bulgaris Estate and legislation that he plans to re-file through Senator Berry's office.

Mr. Bourgeois also announced that Joy White has agreed to accept the position of the Principal beginning on July 1, 2011 and will serve as the Acting Principal until that date.

c. Director of Community Relations and Agricultural Programs – Draft Revised Job Description

Mr. Bourgeois presented a draft revised job description titled Director of Community Relations and Agricultural Programs for their review and consideration.

d. FY12 School Calendar – DRAFT

Mr. Bourgeois presented a draft for FY12 School Calendar which will be updated and presented to the Board for approval at the June 16<sup>th</sup> meeting.

e. Superintendent's Contract

Mr. Edwards appointed Mr. Winthrop, Mr. Cahill and himself to serve on the Subcommittee for the Superintendent's Contract and that Mr. Cahill will Chair the subcommittee.

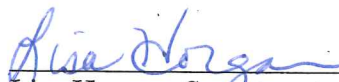
f. Other – Finance Subcommittee

Mr. Basile informed the Board the Finance Subcommittee will meet Tuesday, May 31, 2011 at 1:30 p.m.

VI. Adjournment

The meeting was adjourned at 6:40 p.m.

Date of Next Meeting: June 16, 2011 at 5:00 p.m.

  
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Lisa Horgan, Secretary to the Superintendent

List of meeting handouts:

- Agenda
- Regular Minutes from April 14, 2011 Meeting
- Business Manager's Report: Expenditure Report
- Treasurer's Report: Fund Balance Report – Schedule of Interest Income
- Memo from Roger Bourgeois regarding Director of Community Relations and Agricultural Programs – Draft Revised Job Description and Chapter 463 of the Acts of 2004
- Memo from Roger Bourgeois regarding the attached a draft school calendar
- Memo from Peter Frazier from FirstSouthwest regarding an updated draft financing plan for the new school's pending school construction project.
- Letter from Attorney Casey regarding the Bulgaris Estate.