

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

BOARD OF TRUSTEES
MEETING MINUTES
Thursday February 11, 2010

A Regular Meeting of the Board of Trustees was held on Thursday, February 11, 2010 at 5:00 p.m. in the Smith Hall Conference Room with the following members in attendance: Vice Chairman Bennett, Trustees Winthrop, Basile and Patterson.

I. Call to Order

The meeting was called to order at 5:00 p.m.

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

II. Approval of Minutes

Regular Board of Trustees Meeting Minutes of January 14, 2010: on a motion by Mr. Winthrop seconded by Dr. Patterson, it was moved that the Board approve the minutes of the Regular Meeting of January 14, 2010.

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

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

Vice Chairman Bennett asked the Board if any member objected to taking the agenda out of order to accommodate Mr. Ted Novakowski who is present to answer questions the Board may have regarding the Technology Manager's Job Description. The following items were taken out of order:

- V. *Unfinished Business*
 - a. *Proposed Essex/North Shore Merger*
 - b. *Technology Manager's Job Description*

III. Financial Reports

a. Business Manager

Expenditure Report

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

b. Treasurer's Report

i. Fund Balance Report and Schedule of Interest Income

Mr. Murtagh briefly reviewed both reports with the Board.

ii. RFP for Banking Services Update

Mr. Murtagh presented the RFP for Banking Services and informed the Board it had been sent out to seven banks and due back March 18th.

iii. Certificates of Deposit Update

Mr. Murtagh updated the Board on his plan to invest some reserve funds in short-term (3 months or less) certificates that will yield a higher rate of interest than current investments.

IV. Unfinished Business

a. Proposed Essex/North Shore Merger

Mr. Bennett updated the Board on the merger:

- DCAM is negotiating with MSBA in regards to the new project manager.
- Mr. Bourgeois and Dan O'Connell from N.S. Voke met with Peabody High Vocational Teachers on Tuesday, February 9th in regards to the merger.
- The status of the Senate Bill 211 is still pending that will allow for the immediate formation of the new district school committee.

b. Technology Manager's Job Description

The Board recognized and congratulated Ted Novakowski the Technology Manager with regards to his recent retirement announcement after 33 years of service at Essex Aggie.

Mr. Novakowski and the Board discussed the new description of the Technology Manager. He answered questions regarding the school's upgrades for the future and the role the new manager will play in consolidating the merged schools technology environment.

On a motion by Mr. Basile, seconded by Mr. Winthrop, it was moved that the Board approve the Technology Manager's Job Description 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 - Absent

Five trustees voting “Yes” and three “Absent” the motion passes.

c. Other

V. New Business

None

VI. Adjournment

Meeting adjourned at 5:20 p.m.

Date of Next Meeting: March 11, 2010 at 5:00 p.m.

Lisa Horgan, Secretary to the Superintendent

List of meeting handouts:

- Agenda
- Minutes from January 14, 2010 Meeting
- Business Manager’s Report: Expenditure Report
- Treasurer’s Report: Unaudited – Fund Balance Report, Unaudited – Schedule of Interest Income, and Schedule of Interest Detail
- Memo from Mr. Bourgeois regarding an updated j and a copy of the job description that is currently on file for the Director of Computer Services