

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

BOARD OF TRUSTEES
MEETING MINUTES

Monday December 17, 2007, 4:00 p.m.

A Regular Meeting of the Board of Trustees was held Monday, December 17, 2007 at 4:00 p.m. in the Smith Hall Conference Room which was rescheduled from Thursday, December 13, 2007 due to inclement weather with the following members in attendance: Chairman Edwards, Trustees Bennett, Basile, Evangelidis, Winthrop, and Cahill.

I. Call to Order

The meeting was called to order at 4:00 p.m.

II. Roll Call

Mr. Winthrop	-	Present
Mr. Basile	-	Present
Ms. Holloran	-	Absent
Mr. Bennett	-	Present
Mr. Evangelidis	-	Present
Mr. Cahill	-	Arrival at 4:10 p.m.
Mr. Edwards	-	Present

III. Approval of Minutes

Regular Board of Trustees Meeting of November 8, 2007: on a motion by Mr. Bennett, seconded by Mr. Basile, it was moved that the Board approve the minutes of the Regular Meeting of November 8, 2007.

Roll Call Vote:	Mr. Winthrop	-	Yes
	Mr. Basile	-	Yes
	Ms. Holloran	-	Absent
	Mr. Bennett	-	Yes
	Mr. Evangelidis	-	Yes
	Mr. Cahill	-	Absent
	Mr. Edwards	-	Yes

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

IV. Financial Report

a. Financial Report for November of FY08

Mr. Murtagh submitted the financial report through the end of November of FY08.

b. Gym Roof Bids and Contract Award

Mr. Veradt submitted a written report on the gym roof bid.

Mr. Bourgeois updated the Board regarding the bid which was awarded in the amount of \$148,000 to Gibson Roofs, Inc. of 369 Winter Street, Hanover, MA to replace the Alumni Gymnasium roof. The project will begin as soon as the weather conditions are feasible.

c. Business Manager - Job Description Draft for Approval

Mr. Bourgeois presented a revised job description for the position of the Business Manager as requested by the Board at the November 8, 2007 meeting for their consideration.

On a motion by Mr. Winthrop, seconded by Mr. Cahill, it was moved that the Board approve the revised job description for the Business Manager as presented.

Roll Call Vote:	Mr. Winthrop	-	Yes
	Mr. Basile	-	Yes
	Ms. Holloran	-	Absent
	Mr. Bennett	-	Yes
	Mr. Evangelidis	-	Yes
	Mr. Cahill	-	Yes
	Mr. Edwards	-	Yes

Six trustees voting "Yes" and one Absent, the motion passes.

d. Treasurer - Job Description Draft for Discussion

Mr. Bourgeois presented a job description for a part-time Treasurer. The Board had some discussion with regards to the qualifications and terms of employment.

On a motion by Mr. Bennett, seconded by Mr. Winthrop, it was moved that the Board approve the job description of the part-time Treasurer on the first reading.

Roll Call Vote:	Mr. Winthrop	-	Yes
	Mr. Basile	-	Yes
	Ms. Holloran	-	Absent
	Mr. Bennett	-	Yes
	Mr. Evangelidis	-	Yes
	Mr. Cahill	-	Yes
	Mr. Edwards	-	Yes

Six trustees voting "Yes" and one Absent, the motion passes.

Mr. Edwards suggested to the Board that they ask Mr. Murtagh if he would be willing to serve as the part-time Interim Treasurer until they decide exactly how they wish to

proceed. Mr. Murtagh indicated that he would be willing to serve in this capacity for as long as the Board wanted him to serve.

On a motion by Mr. Basile, seconded by Mr. Cahill, it was moved that the Board appoint Mr. Murtagh as the part-time Interim Treasurer.

Roll Call Vote:	Mr. Winthrop	-	Yes
	Mr. Basile	-	Yes
	Ms. Holloran	-	Absent
	Mr. Bennett	-	Yes
	Mr. Evangelidis	-	Yes
	Mr. Cahill	-	Yes
	Mr. Edwards	-	Yes

Six trustees voting "Yes" and one Absent, the motion passes.

V. Unfinished Business

a. Proposed Essex/North Shore Merger

Mr. Bourgeois updated the Board regarding the merger including a meeting held on December 12th with Roger Hatch at the Department of Education and a meeting held on December 19th at North Shore Tech with the Northeast Legislative Caucus which was sponsored by the North Shore Chamber of Commerce.

b. Estate of Lewis Bulgaris

The Board reviewed and discussed a communication from Attorney Christopher Casey regarding procurement issues and expenses associated with the Bulgaris Estate.

On a motion by Mr. Bennett, seconded by Mr. Cahill, it was moved that the Board approve the expenditure of funds to cover expenses associated with the Bulgaris Estate.

Roll Call Vote:	Mr. Winthrop	-	Yes
	Mr. Basile	-	Yes
	Ms. Holloran	-	Absent
	Mr. Bennett	-	Yes
	Mr. Evangelidis	-	Yes
	Mr. Cahill	-	Yes
	Mr. Edwards	-	Yes

Six trustees voting "Yes" and one Absent, the motion passes.

c. FY 2009 Budget Subcommittee Report

Mr. Evangelidis presented the Board with a written report regarding the November 27th meeting of the Budget subcommittee and requested that the report be included in the minutes for the December 17, 2007 meeting.

d. FY 2009 Budget

Mr. Murtagh began by presenting an overview of the FY09 Budget as well as an analysis and recommendation to spend unbudgeted FY08 revenue. Mr. Bourgeois explained that he was requesting that the Board approve both the FY09 Budget as well as proposed FY08 Capital Budget expenditures from the General Fund that will offset unbudgeted revenue.

On a motion by Mr. Basile, seconded by Mr. Cahill, it was moved that the Board approve the Budget as requested.

Roll Call Vote:	Mr. Winthrop	-	Yes
	Mr. Basile	-	Yes
	Ms. Holloran	-	Absent
	Mr. Bennett	-	Yes
	Mr. Evangelidis	-	Yes
	Mr. Cahill	-	Yes
	Mr. Edwards	-	Yes

Six trustees voting "Yes" and one Absent, the motion passes.

VI. New Business

Requests for Out-of-Country Travel

- a. 2007-08 Environmental Science Expeditionary Learning Trip to Nova Scotia, Canada
- b. 2008-09 History/Social Studies Department Optional Trip to Europe

Mr. Bourgeois presented the Board with information regarding two requested out-of-country educational trips with students for their review.

On a motion by Mr. Basile, seconded by Mr. Cahill, it was moved that the Board approve both trips.

Roll Call Vote:	Mr. Winthrop	-	Yes
	Mr. Basile	-	Yes
	Ms. Holloran	-	Absent
	Mr. Bennett	-	Yes
	Mr. Evangelidis	-	Yes
	Mr. Cahill	-	Yes
	Mr. Edwards	-	Yes

Six trustees voting "Yes" and one Absent, the motion passes.

c. Other

i. Danvers Kiwanis Club Visit

Mr. Bennett complimented Mr. Charles Saulnier, Environmental Science Instructor, for his visit to the Kiwanis Club luncheon on Tuesday, December 11th to

provide information regarding the Environmental Science program. Mr. Vercellone also accompanied Mr. Saulnier as well as a group of five students.

ii. Attorney

Mr. Edwards requested that Attorney Smith continue to attend the Board of Trustees' Meetings.

VII. Adjournment

Meeting adjourned at 5:30 p.m.

Date of Next Meeting: January 10, 2008

Lisa Horgan, Secretary to the Superintendent