

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

BOARD OF TRUSTEES
MEETING MINUTES
Thursday May 8, 2008

A Regular Meeting of the Board of Trustees was held on Thursday, May 8, 2008 at 5:30 p.m. in the Smith Hall Conference Room with the following members in attendance: Chairman Edwards, Trustees Winthrop, Basile, Bennett, and Cahill.

I. Call to Order

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

II. Roll Call

Mr. Winthrop	-	Present
Mr. Basile	-	Present
Mr. Bennett	-	Present
Mr. Evangelidis	-	Arrived @ 5:40 p.m.
Mr. Cahill	-	Present
Mr. Edwards	-	Present

Mr. Basile requested that the Board observe a moment of silence in memory of Trustee Donna Holloran.

III. Approval of Minutes

Regular Board of Trustees Meeting of April 10, 2008: on a motion by Mr. Cahill, seconded by Mr. Basile, it was moved that the Board approve the minutes of the Regular Meeting of April 10, 2008.

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

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

IV. Financial Report

Financial Report for April of FY08

Mr. Murtagh submitted the financial report with an addendum page showing an increase in the interest through the end of April of FY08.

V. Unfinished Business

a. Proposed Essex/North Shore Merger Update

Mr. Bennett reported that the Temporary Merger Oversight Committee has not met since the last Board meeting. He indicated that there has been support expressed from various public officials through letters, etc. He recently attended the MASC sponsored Day on the Hill at the State House in Boston with Trustee Evangelidis and met with many North Shore legislators to discuss this issue. Everyone is optimistic that legislation will emerge and move forward in the near future.

b. Subcommittee report regarding Stabilization and Capital Reserve Accounts

Mr. Basile reviewed the minutes and recommended motions of the Subcommittee meeting from April 10, 2008 regarding the creation of Stabilization and Capital Reserve Accounts and asked the Board if there were any questions or recommendations. The Board engaged in a discussion regarding the wording of the recommended motions.

On a motion by Mr. Bennett, seconded by Mr. Winthrop, it was moved that the Board:

Establish and maintain a stabilization account for Agricultural Programs for use by the Board of Trustees to pay unanticipated and/or unbudgeted expenses by a majority vote of the Board of Trustees. An amount equal to \$500,000.00 will be transferred into the stabilization account from the unbudgeted revenue in the general fund to be maintained as a minimum balance. Anytime the balance falls below \$500,000.00 it will be replenished by a vote of the Board of Trustees as funds become available for that purpose.

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

Six trustees voting "Yes", the motion passes.

Mr. Bennett requested that the account be named the Agricultural Stabilization Account within the school's Chart of Accounts.

On a motion by Mr. Winthrop, seconded by Mr. Bennett, it was moved that the Board:

Establish and maintain a capital reserve account consistent with Massachusetts General Laws Chapter 74A Section 13 and Massachusetts Department of Education Regulations 603 CMR 45.05 (6) for the purpose of financing necessary facility maintenance and capital improvements, either directly or through the payment of debt service, by a majority vote of the Board of Trustees for the benefit of the Essex Agricultural and Technical High School. An amount equal to the unbudgeted revenue in the General Fund account as of April 30,

2008, less any amount allocated by the Board of Trustees to fund a stabilization account, shall be transferred into the Capital Reserve account. The Board of Trustees may vote to add additional funds to the balance of the Capital Reserve account at anytime.

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

Six trustees voting “Yes”, the motion passes.

c. **Bulgaris Estate**

The Board discussed with Attorney Stephen Smith a request for payment of a “property appraisal at the time of death” by Attorney Christopher Casey regarding the Bulgaris Estate. Attorney Smith has been in contact with Attorney Casey on this matter and needs additional time in order to provide the Board with a recommendation in this matter.

VI. New Business

- a. Environmental Science and Technology Program Award for Excellence in Energy and Environmental Education from the Commonwealth of Massachusetts Executive Office of Energy and Environmental Affairs

Mr. Bourgeois acknowledged and congratulated Mrs. Anne Witzig, Mr. Charles Saulnier and their students for all their dedication and hard work which resulted in this very prestigious award for their program.

- b. Draft of the 2008-09 Student Handbook

Mr. Bourgeois introduced Mr. Peter Dolan, Assistant Principal, to the Board and complimented him on the outstanding job he has done updating the entire student handbook. He explained that the update would clarify and correct discrepancies from past publications and requested that the Board to review these changes and urged them to contact Mr. Dolan directly with any questions and/or concerns that they may have. The School Council will be voting on the final draft which will be presented to the Board for their approval on June 5, 2008. Mr. Dolan gave a brief history regarding the changes and the revision process that he has undergone.

- c. June 5, 2008 Meeting Time

The Board agreed that the June 5, 2008 meeting will begin at 5:00 p.m. followed by Graduation Exercises at 6:30 p.m.

d. Other

- i. On a motion by Mr. Bennett, seconded by Mr. Winthrop, it was moved that one of the Board of Trustees' Scholarships be renamed the Donna Holloran Memorial Scholarship.

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

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

- ii. Plaque for Trustee Donna Holloran

Chairman Edwards informed the Board that a plaque was being made that will recognize for Mrs. Holloran's service and that he would be in touch with Mr. Holloran to inquire as to how the family would like it presented.

VII. Adjournment

Meeting adjourned at 6:50 p.m.

Lisa Horgan, Secretary to the Superintendent