

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

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**BOARD OF TRUSTEES**  
**MEETING MINUTES**  
**Thursday August 13, 2009**

A Regular Meeting of the Board of Trustees was held on Thursday, August 13, 2009 at 5:30 p.m. in the Smith Hall Conference Room with the following members in attendance: Chairman Edwards, Trustees Winthrop, Patterson, Bennett, Evangelidis and Cahill.

I. Call to Order

The meeting was called to order at 5:35p.m.

Attendance:	Mr. Winthrop	-	Present
	Mr. Basile	-	Absent
	Dr. Patterson	-	Present
	Mr. Bennett	-	Present
	Mr. Evangelidis	-	Present
	Mr. Cahill	-	Present ( <i>Left at 6:30 p.m.</i> )
	Mr. Edwards	-	Present

II. Approval of Minutes

Regular Board of Trustees Meeting Minutes of June 11, 2009: on a motion by Mr. Bennett., seconded by Mr. Winthrop, it was moved that the Board approve the minutes of the Regular Meeting of June 11, 2009.

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

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

III. Financial Report

a. Unaudited Draft Financial Report for FY09

Mr. Malonson presented and reviewed the unaudited financial report for FY09 with the Board and he mentioned that since it is unaudited that there may be minor adjustments after the auditor's review beginning on August 31<sup>st</sup>.

b. Unaudited Fund Balance and Interest Income Report

Mr. Malonson presented and reviewed the unaudited fund balance and interest income report with the Board.

IV. Unfinished Business

a. Proposed Essex/North Shore Merger

Mr. Bennett reported that the project is waiting for the state commitment of \$21.1M, which was due by the end of July, to be confirmed. Town meetings and city council meetings representing the NS Tech member municipalities are being scheduled in order to take the local votes required for the project to move forward.

*Chairman Edwards asked the Board if any member objected to taking the agenda out of order due to Mr. Cahill's need to leave tonight's meeting early. The following items were taken out of order:*

*IV. Unfinished Business*

*e. Superintendent's Contract Subcommittee*

*c. Negotiations Subcommittee*

*i. Proposed Teachers Contract*

*ii. Revised Department Chair Job Description*

*b. School Calendar 2009-10*

*d. Budget Subcommittee*

*f. Superintendent's Annual Evaluation*

b. School Calendar 2009-10

On a motion by Mr. Winthrop, seconded by Mr. Evangelidis, it was moved that the Board approve the Student Handbook for 2009-10.

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

Four trustees voting "Yes" two "Absent" and one "Present" the motion passes.

c. Negotiations Subcommittee

Dr. Patterson reviewed the progress of the Negotiations Subcommittee with the teachers union preceding the following recommended motions:

i. Proposed Teacher Contract

On a motion by Mr. Winthrop, seconded by Mr. Evangelidis, it was moved that the Board approve the proposed contract between the Board and Hathorne Teachers Federation Local 1269.

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

Four trustees voting "Yes" two "Absent" and one "Present" the motion passes.

ii. Revised Department Chair Job Description

On a motion by Dr. Patterson., seconded by Mr. Winthrop, it was moved that the Board approve the revised Department Chair Job description.

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

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

d. Budget Subcommittee

Dr. Patterson reviewed the status of the FY10 Budget as reviewed by the Budget Subcommittee preceding the following recommended motions:

i. Transfer of Funds to Balance the FY10 Budget

On a motion by Dr. Patterson., seconded by Mr. Bennett, it was moved that the Board approve the transfer of \$136,671.00 of unbudgeted excess transportation reimbursement revenue from FY09 along with \$54,396.00 of excess operational budget rollover funds from FY09 to balance the FY10 budget deficit of \$191,067.00.

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

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

ii. Revised FY10 Budget

On a motion by Dr. Patterson., seconded by Mr. Bennett, it was moved that the Board approve the Revised FY10 Budget dated August 13, 2009.

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

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

iii. Assistant Superintendent's Salary

On a motion by Dr. Patterson., seconded by Mr. Winthrop, it was moved that the Board approve the compensation for the Assistant Superintendent for Curriculum, Instruction and Accountability be increased by 3% and set at \$100,425.00 for FY10 in accordance with the recommendation of the Superintendent-Director.

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

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

iv. Transfer of Funds to Compensated Absence Fund

On a motion by Mr. Bennett., seconded by Mr. Evangelidis, it was moved that the Board approve the transfer of \$75,000.00 of excess operational budget rollover funds from FY09 to the Compensated Absence Fund.

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

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

e. Superintendent's Contract Subcommittee

Attorney Smith reviewed and discussed the recommended changes to the proposed new Superintendent's Contract as developed by the Subcommittee.

Mr. Winthrop wanted to express that the Superintendent's Contract Subcommittee felt that the Superintendent deserved a salary increase based on his job performance and noted the Superintendent's wishes to forego any increase this year because of the current economic crisis.

On a motion by Mr. Cahill seconded by Mr. Evangelidis, it was moved that the Board approve the Superintendent's contract as presented.

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

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

Mr. Cahill requested the Superintendent's Contract Subcommittee should vote on the Executive Session Meeting Minutes of May 18, 2009: on a motion by Mr. Edwards., seconded by Mr. Cahill, it was moved that the Board approve the minutes of the Executive Session Meeting Minutes of May 18, 2009.

Roll Call Vote:	Mr. Edwards	-	Yes
	Mr. Cahill		Yes

f. Superintendent's Annual Evaluation

Mr. Edwards reminded the Board that the Superintendent-Director's evaluation packets are due August 31<sup>st</sup>.

V. New Business

a. Mr. Evangelidis' Letter to Chairman Edwards

Mr. Evangelidis presented a four page letter to Chairman Edwards and distributed copies to all board members present with a request that copies be mailed to the absent board members for discussion at next month's meeting. The letter referenced four enclosures but they were not included with the letter.

b. School Attorney

On a motion by Mr. Bennett, seconded by Dr. Patterson, it was moved that the Board approve the rehiring of Attorney Smith.

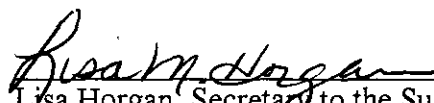
Roll Call Vote:	Mr. Winthrop	-	Yes
	Mr. Basile	-	Absent
	Dr. Patterson	-	Yes
	Mr. Bennett	-	Yes
	Mr. Evangelidis	-	Yes
	Mr. Cahill	-	Absent
	Mr. Edwards	-	Yes

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

VI. Adjournment

Meeting adjourned at 7:30 p.m.

Date of Next Meeting: September 10, 2009 at 5:30 p.m.

  
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Lisa Horgan, Secretary to the Superintendent

List of meeting handouts:

- Agenda
- Minutes from June 11, 2009 Meeting
- Unaudited Draft Financial Report for FY09
- Unaudited Fund Balance and Interest Income Report
- School Calendar 2009-2010
- Memo from Mr. Bourgeois to the Members of the Board of Trustees  
Re: Proposed Teacher Contract
- Proposed Teacher Contract September 1, 2009 – August 31, 2012
- Teacher Contract and Unit B September 1, 2006 – August 31, 2009
- Part-Time Administrative Staff Positions (Job Description: Department Chairperson)
- Memo from Mr. Bourgeois to the Members of the Board of Trustees  
Re: Superintendent's evaluation timeline/process for FY09, evaluation instrument, self-evaluation narrative, Vocational Technical Education Advisory Council 2008-09 Annual Report and architect's blueprints for the proposed merger
- Revised FY2010 Operational Budget
- Articles from Gloucester Daily Times, Salem News
- Copy of Letter from Mr. Evangelidis to Chairman Edwards (without enclosures)
- Projected Debt Service for the Proposed Essex North Shore Agricultural and Technical School