

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

BOARD OF TRUSTEES
MEETING MINUTES
Thursday September 11, 2008

A Regular Meeting of the Board of Trustees was held on Thursday, September 11, 2008 at 5:30 p.m. in the Smith Hall Conference Room with the following members in attendance: Chairman Edwards, Trustees Winthrop, Basile, Bennett, Evangelidis and Cahill.

I. Call to Order

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

II. Introduction of New Teachers

Mr. Bourgeois introduced the following newly hired teachers and provided a brief description of their educational backgrounds and teaching credentials to the Board of Trustees as follows:

Jason Wyda – Environmental Science
Michael Hayes – Math (Absent)
Robert Allen – Health and Fitness
Jason Stark – History
Linda Grosslein – Math
Beth Ballas – School Psychologist

III. Roll Call - Chairman Edwards stated “all members were present” no roll call necessary.

IV. Approval of Minutes

Regular Board of Trustees Meeting of August 14, 2008: on a motion by Mr. Bennett, seconded by Mr. Winthrop, it was moved that the Board approve the minutes of the Regular Meeting of August 14, 2008.

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

Four trustees voting “Yes” two Abstain, the motion passes.

V. Financial Report

Financial Report through August of FY09

Mr. Malonson and Mr. Murtagh submitted and discussed with the Board the financial report through August of FY09 and reviewed the new format that they have been developing. Mr.

Basile requested a breakdown of the "Teacher Miscellaneous" line item to be presented at the next meeting.

VI. Unfinished Business

a. Proposed Essex/North Shore Merger Update

Mr. Bennett reported that Mr. Bourgeois, Wayne Marquis and Amy O'Malley met with representatives from MSBA in Boston on Tuesday, September 9th. Mr. Bourgeois stated that they are preparing to move forward on the feasibility phase of the project in accordance with the new MSBA requirements. Mr. Bennett requested that Mr. Bourgeois discuss the status of creating a non-profit fundraising entity to support the new school at the Merger Temporary Oversight Committee meeting scheduled for September 25, 2008.

b. Alumni Subcommittee Report

Mr. Winthrop reported on the Alumni Subcommittee meeting to the Board. He noted that the Superintendent-Director will be working with the Alumni Association to investigate the availability of a secure, on-campus location for their use. Mr. Bourgeois will also be working with the Association to develop a formal Memorandum of Understanding that clearly defines the relationship between the school and the Alumni Association as well as the mutually agreed upon expectations of each party.

On a motion by Mr. Bennett, seconded by Mr. Winthrop, it was moved to accept the Subcommittee Meeting minutes from Thursday, August 21, 2008 as follows:

*BOARD OF TRUSTEES
SUB-COMMITTEE MEETING
Thursday August 21, 2008*

A meeting of the Board of Trustees Sub-Committee was held on Thursday, August 21, 2008 in the Smith Hall Conference Room with the following members in attendance:

*Trustee Winthrop
Trustee Bennett*

Additional attendees included the following:

*Superintendent/Director Bourgeois
Attorney Stephen L. Smith
Robert Gaudet, Alumni Association
Thomas Blair, Alumni Association
Ron Vercellone, Director of Community Relations*

The meeting was called to order at 4:30 p.m.

Mr. Blair explained the goals of the Alumni Association, including a desire to get more involved with the school and to provide sponsorship for student field trips and clubs. He also stated his opinion that an on-campus presence of the Association would increase the alumni base. He indicated that the Association may look to get involved in fundraising activities, e.g. selling bricks to support the renovation of Larkin Cottage.

Mr. Gaudet cited the Associations past donation of a \$12,000 endowment to fund library activities. He stated that the Association would like to lease Larkin Cottage to use as an alumni office, a visitors center, and potentially a job placement center for students. He understood that if the Association leased the building they would be responsible for any costs associated with its operation and maintenance.

Mr. Bourgeois recognized the Association's role as a resource to attract program advisors and stated his concern with security issues and avoiding interaction with the schools educational activities.

Attorney Smith reviewed the language of the most recent enabling legislation that requires special legislation for the lease of school property.

Mr. Winthrop expressed his concern with the impact of the merger with North Shore Regional on agreements approved by the current Board and with approving a lease for a term that would extend into the dates anticipated for the merger to be completed. He suggested that the Board and Association consider an informal agreement for the use of school property.

Mr. Bourgeois reminded the group of the state's intent to review the potential for re-uses of existing buildings as part of the merger process and that it may effect the use of Larkin Cottage.

Mr. Bennett stated that it was not yet clear who would own the school's property after the merger and his commitment to save Larkin Cottage in its present location or a re-located campus site as a visitor's center or other appropriate use. He stated that he was in favor of the Association's increased presence on campus and an expanded role in student job placement and his concern that their location not interfere with day-to-day activities of the school.

Mr. Bennett made a motion to make a recommendation to the full Board that the Superintendent/Director work with the Alumni Association and investigate the availability of a secure, on-campus location for their use. Mr. Winthrop seconded the motion.

Mr. Winthrop advised the Association to provide the Board with a specific, written description of the functions they intend to conduct at the school to be used as a basis for determining their space needs and location. Mr. Bourgeois suggested that staff and Association members develop a memorandum of understanding to clarify the activities to be conducted by the Association and the mutual expectations of the parties. Mr. Bennett noted that the Association's use of an alternative space on campus would allow time for a determination of how Larkin Cottage will fit in with the merger plans.

The motion passed.

The meeting of the Sub-Committee was adjourned at 5:45 p.m.

Roll Call Vote:	Mr. Winthrop	-	Yes
	Mr. Bennett	-	Yes

Two trustees voting "Yes" the motion passes.

c. Evaluation of the Superintendent

Chairman Edwards distributed the composite document regarding the evaluation of the Superintendent. The Board and Mr. Bourgeois reviewed and discussed the evaluation.

On a motion by Mr. Basile, seconded by Mr. Cahill, it was moved that the Board go into Executive Session to discuss the Superintendent's increase in salary and then return to continue the Regular Session.

Roll Call Vote:	Mr. Winthrop	-	No
	Mr. Basile	-	Yes
	Mr. Bennett	-	Yes
	Mr. Evangelidis	-	No
	Mr. Cahill	-	Yes
	Mr. Edwards	-	Yes

Four trustees voting "Yes" and two "No", the motion passes.

Executive Session commenced at 6:20 p.m.

Executive Session ended at 6:35 p.m.

No votes were taken in Executive Session.

The Board requested the following information be collected by the Superintendent-Director and mailed out to the members of the Board of Trustees:

1. A comparison of vocational schools in the surrounding area including superintendent's salary and length of service, student enrollment and total annual budget.
2. Salary increases paid to administrators this year.
3. A copy of the Superintendent's current contract.
4. The balance remaining in the budget for administrative salary increases this year.

Chairman Edwards appointed a subcommittee consisting of Mr. Cahill, Mr. Basile, and Mr. Winthrop to review and make a recommendation to the Board with regards to the Superintendent-Director's salary and appointed Mr. Cahill to chair the subcommittee.

VII. New Business

a. Board Reorganization

The Board discussed the position of Vice Chairperson and Mr. Bennett indicated that he had an interest in serving in this position.

On a motion by Mr. Winthrop, seconded by Mr. Evangelidis, it was moved that the Board vote Mr. Bennett the Vice Chairperson.

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.

b. Attorney to the Board of Trustees

On a motion by Mr. Cahill, seconded by Mr. Basile, it was moved to suspend the rules on the rehiring of the school attorney and that the Attorney Search Subcommittee reconvene to review and make a recommendation on the rehiring of the school's attorney.

Roll Call Vote:	Mr. Winthrop	-	Yes
	Mr. Basile	-	Yes
	Mr. Bennett	-	No

Mr. Evangelidis	-	No
Mr. Cahill	-	Yes
Mr. Edwards	-	Yes

Four trustees voting "Yes" and two "No", the motion passes.

Chairman Edwards appointed Mr. Cahill as Chairman, Mr. Bennett and himself as members of the Attorney Search Subcommittee.

c. FY2010 Budget Subcommittee

Chairman Edwards appointed Mr. Basile as Chairman and Mr. Evangelidis to the Subcommittee for the FY2010 Budget.

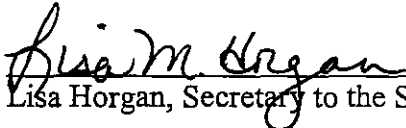
d. Other - None

VIII. Adjournment

Meeting adjourned at 6:50 p.m.

Date of Next Meeting: October 9, 2008 at 5:30 p.m.

A tour of the new Guidance and Career Center took place after the meeting.



Lisa Horgan, Secretary to the Superintendent