

Executive Board of Directors of the  
FLLAC Educational Collaborative  
Meeting Minutes  
September 22, 2011

Voting Members Present: Ms. Loxi Jo Calmes (Chair), Dr. Ralph. Hicks, Mr. Carl Mock, Mr. Terrance Ingano, Mr. Andre Ravenelle, Mr. James Jolicoeur, Dr. Elizabeth Schaper, Ms. Brooke Clenchy and Dr. Marie Harrington.

Nonmembers Present: Dr. Richard Murphy and Ms. Marsha Januskiewicz

Ms. Calmes called the meeting to order at 8:37 a.m.

**I. Approval of Minutes:**

**May 12, 2011 and June 15, 2011 Minutes**

Ms. Calmes called to hold off on the approval of the minutes from the May 12, 2011, Executive Board meeting and the June 3, 2011 Executive Board meeting since there was only one Board member present that had attended those two meetings. A vote to approve the minutes from those two meetings will be taken at the November Board meeting.

**II. Discussion Items:**

**Financing Options for Caldwell Elementary Building**

Dr. Murphy presented a number of options for moving ahead with the purchase of the former St. Mary's building in Clinton. Over the course of the summer an appraisal came back that valued the building at less than the asking price. Dr. Murphy also asked the Board to look at the purchase in light of the current statewide concerns with collaboratives.

After some discussion the Board decided to hold off on any further discussion of financing options or on ways to pay for the down payment and asked Dr. Murphy to continue discussions with the Developer, the Bank and MA Development to see if the asking price could be brought more in line with the appraised value. They also asked Dr. Murphy to seek legal advice on some specific questions regarding financing and public purchasing laws. The Board recognized the considerable amount of time and work that had gone into the potential purchase of the building and acknowledged that they appreciated the flexibility and effort shown by all the parties involved.

**MOEC Update**

Dr. Murphy made the Board aware of the efforts of the MA Association of Educational Collaboratives (MOEC) to address issues raised by instances of serious financial improprieties at a Massachusetts collaborative. He also explained that many of the concerns raised by state agencies investigating this particular collaborative and some additional MA Collaboratives, were not relevant to FLLAC since FLLAC is not engaged in many of the practices that were of concern at these collaboratives.

Through MOEC Dr. Murphy has learned that there will clearly be changes in how collaboratives will be governed and regulated. It is clear that the state Department of Elementary and Secondary Education and other state agencies will become more involved in holding collaborative accountable. Legislation and the ensuing regulations are in the process of being promulgated at a

number of levels. Dr. Murphy presented the Board with some proposed changes recommended by Mitchell Chester, the Commissioner of DESE. Dr. Murphy will continue to keep the Board informed as these proposals take shape.

Much of the proposed regulations call for better training of Collaborative Boards. Dr. Murphy asked the Board if they would like him to pursue training for the FLLAC Board with Gini Tate, FLLAC's attorney. Since the nature of the specific training remains unclear the Board felt that it would be best to hold off on arranging a specific training for FLLAC and to see if DESE or some other agency will be providing such training.

### **III. Action Items:**

#### **Appointment of Administrative Secretary as Secretary to the Board**

Dr. Murphy asked that the board appoint the FLLAC Administrative Assistant, Marsha Januskiewicz, as the official Secretary to the Board. Motion to appoint the FLLAC Administrative Assistant as official secretary to the FLLAC Executive Board was made by Dr. Hicks and seconded by Ms. Calmes. Motion carried unanimously.

#### **Signing of May 12, 2011 Board Approved Charter Changes**

Dr. Murphy asked the present board members to sign the FLLAC Charter Agreement as approved by the board at the May 12, 2011 meeting. He explained that this document will be submitted to the Commissioner for his signature.

#### **Statement of Support**

Dr. Murphy submitted and read a statement of support for the work FLLAC does at the request of MA Development and North Middlesex Savings Bank and in light of the recent concerns with collaboratives. Motion to adopt the language read by Dr. Murphy and to be signed off by the FLLAC Board chair Ms. Calmes was made by Mr. Mock and seconded by Mr. Jolicoeur. Motion carried unanimously.

#### **Approval of Policies: Whistleblower and Fraud**

Dr. Murphy submitted drafts of two policies, one on whistle blowers and one on fraud. Dr. Murphy thanked Terri Burchfield for researching and drafting these policies and requested a motion be made to accept them. There was discussion regarding the language of the whistle blower policy and Mr. Jolicoeur said he would email Dr. Murphy new wording. Action regarding these documents would be taken at the next board meeting.

#### **New Committee Members**

New appointments to the subcommittee presented as:

Budget: J. Jolicoeur, Dr. Hicks, B. Clenchy

Personnel: Dr. Harrington, Dr. Schaper

Governance: C. Mock

Space: Dr. Hicks, A. Ravenelle

### **IV. Executive Director's Report:**

#### **Financial:**

Dr. Murphy reported that all programs except the 45 Day program have started the year under-enrolled. He explained that this is not unusual and felt that referrals will increase in the coming weeks. Dr. Murphy presented the Cash Disbursement journal for May-September for review.

**Staffing:**

Dr. Murphy reported all programs to be appropriately staffed. He explained that there is PTA and RPT time available to the districts if they are in need of these services.

**Trainings:**

Dr. Murphy explained that FLLAC has several trainings scheduled, the annual Special Education Law Update for School Administrators in November and CPI training at the end of September. Additionally, Category 2 Secondary ELL training has been scheduled for April/May of 2012. A training with Dr. Maheesh Sharma for math teachers and the ABA for Educators course in conjunction with FSU is anticipated for the spring.

**V. New Business:**

No new business.

**VI. Executive Session (if needed):**

None needed.

**VII. Adjournment:**

Motion to adjourn at 10:30 a.m. made by Dr. Hicks and seconded by Mr. Jolicoeur. Motion carried unanimously.