

Executive Board of Directors of the
FLLAC Educational Collaborative
Meeting Minutes
April 7, 2016

Voting Members Present: Mr. James Jolicoeur (chair), Dr. Maureen Marshall, Dr. Elizabeth Schaper, Dr. Gary Mazzola, Ms. Loxi Calmes, and Mr. Steve Haddad.

Non-members Present: Dr. Richard Murphy, Ms. Marsha Januskiewicz, and Ms. Terri Burchfield

Mr. Jolicoeur called the Public Hearing on the Proposed Budget to order at 8:30 am. No one from the public attended. No action taken.

Mr. Jolicoeur called the Executive meeting to order at 9:00 am.

Approval of Minutes:

February 4, 2016 Board Meeting Minutes- Dr. Marshall made a motion to accept the minutes from February 4, 2016. Mr. Haddad seconded the motion. All in favor.

Discussion Items:

Strategic Planning Responses and Process-

Dr. Murphy reported that there was only one response, from the New England School Development Council, to the RFQ. Dr. Murphy said they initially quoted a price of \$19,260 but lowered the price to approximately \$15,000 and estimated six–eight months to complete. Dr. Murphy explained that Dr. Michael Palladino would be the lead consultant and that Dr. Palladino has many years of experience with collaboratives. Dr. Murphy said he would be meeting with Dr. Palladino and the FLLAC administrative staff to discuss the best method to proceed with this project. Dr. Murphy requested a meeting with those interested in joining a volunteer focus group regarding Strategic Planning for FLLAC after the June board meeting.

Dr. Marshall expressed concern regarding the failure of the FLLAC and CAPS merger and questioned whether this topic will appear again in the near future affecting any Strategic Planning that might occur. Dr. Murphy offered to speak with Chris Lynch from MA DESE concerning any possibility of collaborative mergers in the future and will report back at the June meeting.

Dr. Marshall made a motion to accept the RFQ bid from New England School Development Council and not to exceed \$15,000. Ms. Calmes seconded the motion. All in favor.

Space Update-

Dr. Murphy reported that Caldwell Elementary will be allowed to remain in Lunenburg through the end of the 2016-2017 school year. He explained that there will be some additional cost such as custodial services.

Dr. Murphy invited Dr. Landers, Superintendent of North Middlesex RSD, to visit the FLLAC programs in March. Dr. Murphy reported that after touring the programs that Dr. Landers seemed to be favorably impressed and indicated that she intended to recommend that her school

district become a member of FLLAC Collaborative. Dr. Landers also indicated that they have space available as a possible future site for the Caldwell Elementary School.

Dr. Murphy said he will be looking for new office space for the administrative office in Westminster. Dr. Murphy hopes to have this information available for the June meeting.

Coordinated Program Review Response-

Dr. Murphy informed the board that he had not received the Coordinated Program Review information from MA DESE yet but expects to receive it in time to present it to the board at the next meeting in June.

Final Board Meeting in June-

Dr. Murphy suggested that anyone interested in being a part of the strategic planning focus group to stay after the FLLAC Joint Board meeting on June 2, 2016. Dr. Murphy recommended having a short board meeting, adjourn and then hold a focus group to discuss strategic planning.

Action Items:

Vote to approve FY17 Budget and Tuition Rates-

Dr. Marshall motioned to approve the FY17 Budget/Tuition of \$7,068,139. Dr. Mazzola seconded the motion. All in favor. Dr. Marshall thanked Ms. Burchfield for her outstanding work. Dr. Murphy thanked the Finance Committee for their time and consideration.

Vote to approve new hires-

Dr. Murphy recommended the board approve the following new hires:

Morgan Daly- TA for Caldwell Elementary

Amelia Smith- TA for Caldwell Alternative

Charisse Murphy- TA for the ASD/DD program

Dr. Marshall motioned to approve the new hires. Dr. Mazzola seconded the motion. All in favor with the exception of Dr. Schaper who abstained.

Executive Director's Report:

Financial-

Ms. Burchfield distributed the Budget to Actual. Ms. Burchfield reported that FLLAC will finish the year in the black.

Professional Development-

Dr. Murphy reported the following trainings: The annual Special Education Update will be presented by Atty. Tate on April 28, 2016. MHFA will be presented May 2 and 4, 2016, at the FLLAC/CAPS PD room. Matt Holloway will tentatively be presenting Guide to Inclusive Practices on June 2, 2016. FLLAC will be sending six staff members to the MOEC Collaborative Leadership Training this summer/fall.

New Business: None.

Adjournment:

Dr. Marshall motioned to adjourn at 10:01. Dr. Schaper seconded the motion. All in favor.