

Executive Board of Directors of the
FLLAC Educational Collaborative
Meeting Minutes
June 2, 2016

Voting Members Present: Mr. James Jolicoeur (chair), Dr. Maureen Marshall, Ms. Loxi Calmes, Ms. Denise Clemons, Mr. Andre Ravenelle, Ms. Loxi Calmes and Mr. Steve Haddad.

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

Mr. Jolicoeur called the Executive meeting to order at 8:38 am.

Approval of Minutes:

April 7, 2016 Board Meeting Minutes-

Dr. Marshall made a motion to accept the minutes from April 7, 2016. Ms. Clemons seconded the motion. Mr. Ingano abstained. All in favor.

Discussion Items:

Strategic Planning Update-

Dr. Murphy informed the board that the FLLAC staff meeting on May 25th was very successful. Dr. Murphy felt that Dr. Palladino was able to gather valuable data regarding staff input into the strategic plan. Dr. Murphy explained that his plan for today after the Executive board meeting would include discussion groups of SPED directors, FLLAC administrators and member district Superintendents who would determine priorities and build on strategic planning efforts. Dr. Murphy also wants to form a focus group from this meeting to analyze the information and work with Dr. Palladino and the FLLAC Administrative team over the summer to plan the next steps.

Space Update-

Dr. Murphy reported that there is no change with the summer programs space use and also no changes for the fall programs space use. Dr. Murphy explained that the town of Lunenburg is working on an agreement for the continued use of the Passios School for the Caldwell Elementary Program for the next school year. Dr. Murphy also approached the North Middlesex Regional Schools about future space for the Caldwell Elementary Program and included information on how to join the collaborative. Dr. Murphy issued a RFP for office space for the Central Office and informed several area realtors as well. Dr. Murphy said that he hopes to be able to move by the end of July. Dr. Marshall made a motion to allow Dr. Murphy and the Space Committee to move forward with securing office space in the near future. Mr. Ravenelle seconded the motion. All in favor.

Gini Tate Retirement-

Dr. Murphy informed the board that Atty. Tate is retiring and that she has highly recommended Atty. Fay from her office. Dr. Murphy said that Atty. Fay has done work for FLLAC and other member districts. Dr. Murphy recommends that FLLAC continue their relationship with the Murphy, Hess, Toomey and Lehane group. Dr. Marshall motioned to continue FLLAC's legal

relationship with Murphy, Hess, Toomey and Lehane. Ms. Clemons seconded the motion. All in favor.

State Efforts to Consolidate Collaboratives-

Dr. Murphy informed the board that he spoke to Chris Lynch at DESE and with Steve Theall at MOEC and neither are aware of any efforts or pending efforts to force the consolidation of collaboratives.

Action Items:

Vote to approve 2016-2017 Board meeting calendar-

Mr. Ingano motioned to approve the 2016-2017 Executive Board meeting calendar. Dr. Marshall seconded the motion. All in favor.

Vote to approve 2016-2017 Officers and Committee Members-

Dr. Murphy explained that there have been no changes to the officers and committee members' list and recommended that the board approve it for next year. Ms. Clemons motioned to approve the 2016-2017 Officers and Committee Members. Mr. Ingano seconded the motion. All in favor.

Vote to approve line item transfer of \$3000

Dr. Marshall motioned to approve the line item transfer of \$3000 from payroll to state retirement. Mr. Ravenelle seconded the motion. All in favor.

Executive Director's Report:

Financial-

Ms. Burchfield distributed the Budget to Actual report. Ms. Burchfield informed the board that FLLAC will finish approximately \$300,000.00 in the black this year.

Professional Development-

Dr. Murphy reported the following trainings:

Three Mental Health First Aid trainings recently completed with more planned for in the future.

Plans for Jessica Minahan, BCBA, to do a training in the fall.

Continued Legal trainings for the Fall and Spring.

Dr. Marshall recommended that Dr. Murphy look into the superintendent's 15-hour certification trainings.

New Business:

None

Adjournment:

Ms. Clemons motioned to adjourn at 9:19. Mr. Ingano seconded the motion. All in favor.