

Executive Board of Directors of the
FLLAC Educational Collaborative
Meeting Minutes
January 26, 2017

Voting Members Present:

Mr. James Jolicoeur (Chair)
Dr. Maureen Marshall (Vice-Chair)
Mr. Terrance Ingano
Ms. Loxi Jo Calmes
Dr. Gary Mazzola
Dr. Elizabeth Schaper
Dr. Mary Malone
Mr. Steve Haddad
Mr. Mark Pellegrino

Non-Members Present:

Dr. Richard Murphy
Ms. Terri Burchfield
Ms. Marsha Januskiewicz

Mr. Jolicoeur called the Executive meeting to order at 8:30 am.
An announcement was made that this meeting was being recorded.

Approval of Minutes:

Dr. Marshall motioned to accept the minutes of November 17, 2016. Mr. Ingano seconded the motion. All in favor.

Discussion Items:

Welcome Mark Pellegrino-
Mr. Pellegrino, new superintendent from Gardner, was introduced to the board.

Dr. Schaper and Dr. Mazzola arrived at 8:40.

Associate Membership-

Dr. Murphy explained that the Jaffrey-Rindge NH School District has expressed an interest in joining the FLLAC Collaborative. Although Dr. Murphy does not think they can legally "join" he thought that the board may consider a plan giving them a reduced rate with non-voting status and requiring them to send a certain number of students. The board members said they felt a responsibility to their district members first and asked that Dr. Murphy look further into the details and report back at the next meeting.

Strategic Plan-

Dr. Murphy outlined the revised Strategic Plan as presented. The board continues to be concerned about the timelines and feel he needs to give himself ample time to accomplish some of the goals. The board suggested bringing in a consultant for the

Marketing and Branding goal and reaching out to community chambers, rotaries, etc. Ms. Burchfield suggested hiring a consultant initially for the Professional Development goal until a feasibility study has been determined. The board suggested planning the Professional Development calendar a year in advance.

Dr. Malone left the meeting at 9:25.

Dr. Marshall motioned to accept the Strategic Plan. Ms. Calmes seconded the motion. After discussion among the board members the motion was amended. Dr. Marshall motioned to accept the Strategic Plan with an extended five-year timeframe. Ms. Calmes seconded the motion. All in favor.

Agenda was taken out of order to meet quorum.

Action Items:

First reading of Amended Agreement-

Dr. Marshall made a motion to accept the amended FLLAC Agreement adding the North Middlesex Regional Schools as a first reading. Mr. Ingano seconded the motion. All in favor.

Vote to approve the Annual Report-

Ms. Calmes made a motion to accept the FLLAC 2016 Annual Report. Mr. Ingano seconded the motion. All in favor. Mr. Jolicoeur thanked Ms. Burchfield and Ms. Januskiewicz for their contributions to the Annual Report.

Vote to approve new hires-

Mr. Ingano made a motion to accept the new hires since the last board meeting. Dr. Marshall seconded the motion. All in favor with the exception of Dr. Schaper who abstained. Motion passed.

Dr. Marshall left the meeting at 9:35.

Continuance of Discussion Items:

Budget Assumptions-

Dr. Murphy reviewed some aspects of the budget as a "heads up" before the budget has been presented:

- Health insurance will probably result in a 5% increase.
- Propose an across the board staff pay increase based on an average of the increase being offered in our member districts.
- Requesting the purchase of new technology for the programs.
- Renovations at Squannacook would include a time out/cool down area, office/therapy space, revised doorways, etc. Board discussion suggested having a building inspector to review the Squannacook renovations and to make sure there is a secure entrance for the program.
- Propose new space and staff for an additional 18-22 year old classroom.

Dr. Murphy stated that a budget meeting would be scheduled soon.

Ms. Calmes left the meeting at 9:55.

Executive Director's Report:

Space Update-

Dr. Murphy reported that all of the public school classrooms appear to be secure for next year. Dr. Murphy explained that he is in negotiations with the North Middlesex RSD to lease part of the Squannacook School in Townsend starting at the end of June 2017. He also reported that there will be continued building improvements to the Caldwell Alternative School in Fitchburg.

Financial-

Dr. Murphy reported that costs are being held down and estimates that we should finish the year in the black.

Professional Development-

Dr. Murphy asked the board if they would be interested in an "Accessibility" training by the Perkins School for the Blind and was told by a few districts that they would be. Dr. Murphy anticipates bringing Atty. Fay back for the annual spring legal training. Dr. Murphy is working with Jessica Minihan to offer Part II of her Train the Trainer workshop for students with significant anxiety issues.

New Business:

Dr. Murphy reminded the board that the Financials that was distributed at this meeting need to be presented to their school committee and be recorded in the minutes as having been received.

Adjournment:

Mr. Ingano motioned to adjourn the meeting at 10:10. Mr. Haddad seconded the motion. All in favor.

Respectfully submitted,

Marsha Januskiewicz
Recording Secretary