



Central Massachusetts

SPECIAL EDUCATION COLLABORATIVE

The Board of Directors of the Central MA Special Education Collaborative will meet
Thursday, November 17, 2016 at 10:30 am at the CMSEC administrative offices at
11 McKeon Road, Worcester, MA 01610

Meeting Agenda

1. Approval of the October 26, 2016 Board of Directors meeting minutes (voting item)
2. Director of Finance & Operations Report
 - FY17 YTD P&L @ 10.31.16
 - FY17 B/S @ 10.31.16
 - Warrants
 - Audit Report: Pavento, Ratcliffe, Renzi and Company (voting Item)
 - Vote to approve 328k from FY16 Surplus (per audit) for FY16 year-end expenses charged to FY17 (voting Item)
3. Executive Director Report
 - Initial materials completed/ Sponsorship Materials underway (TEC Examples)
 - Presentation of Quarter 1 and Quarter 2 CMSEC Reports to BOD
 - Presentation of FY16 Annual Report (voting item)
 - Presentations at MASS/ MASC JOINT Meeting
 - a. Executive Director "Your Educational Collaborative"
 - b. Susan Strong RRHS Principal
 - c. Marketing opportunities/ Networking
 - Revised schedule of BOD Meetings for 2016-2017(voting item)
 - a. Eliminate short month/ vacation meetings
 - b. Continue ED monthly visits with member district Superintendents
 - c. Adjust first budget meeting from December to January (per Collaborative Agreement) (voting Item)
 - d. DRAFT Schedule to accept (voting Item)
 - Resignation of Data Specialist: Restructure Proposal
 - a. Proposal to replace with .6 Technology/ Data Director
 - b. Already in budgeted (45k Data Specialist/ 30k Tech Facilitator)
 - c. Urgency for building project, SIS adoption, PD/ Grant management; Infinite Campus Consortium Agreement; SteelCase contract; EPIMS/ PQA Data Submissions
 - d. Previously budgeted 106 k for this position (Tech/Curriculum) and these duties have been absorbed by the Executive Director



Central Massachusetts

SPECIAL EDUCATION COLLABORATIVE

- Update on CMSEC and Liberty Property Building Project
 - a. Floor finishes
 - b. Technology Specifications
 - c. Demolition of walls and “Capping the work spaces”
 - d. “Hard Hat” zone
 - e. Playground subcommittee; TEC documents

 - RFP CMSEC WDSRHS #5 recommendation for BOD Approval (voting item)
 - a. Proposal to move WDS to new space (voting item)
 - b. New renters at Rockdale site
 - c. Moving WPS nurses to Rockdale upstairs/ more capacity for CMA and increase CMSEC revenues, RRHS Program Capacity and bottom line!
 - I. Substance Abuse Coach (Fee/Split) 1k per month
 - II. Phoenix Multi-Sport Office (Community Partner) 1k per month
 - III. AdCare/ You Inc. Substance Abuse Counselors 3k per month
 - IV. WPS Nurses from 15 Harlow to Rockdale (relocation value is 150k per year)
 - V. Creates additional capacity at CMA; increase tuitions and/or programming (160k per year; just 4 tuitions)
 - d. Completed business plan to be presented to BOD at our next meeting 1/11/16

 - Acceptance of Donations
4. Member Requests / New Business

The matters listed are those reasonably anticipated by the Chair that may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.