



**Central Massachusetts Collaborative
Board of Directors Meeting
Thursday, March 28, 2019, at 8:30 a.m.
14 New Bond Street, Worcester, MA 01606**

Meeting Minutes

Board Members present: Maureen Binienda, Chair, Worcester Superintendent of Schools
Ruthann Goguen, Webster Superintendent of Schools

Also Present: Michael Tempesta, Executive Director, CMC
Beverly Tefft, Director of Finance, CMC
Joseph Meichelbeck, Treasurer, CMC Collaborative
Paulajo Gaines, Collaborative Coordinator, DESE
Ruth Hersh, District & School Finance, DESE
Brian Allen, Chief Financial and Operations Officer, Worcester Public Schools
Kay Seale, Manager of Special Education & Intervention Services, Worcester Public Schools
Monique Pierangeli, Business Manager, Webster Public Schools
Lisa Edmonson, BCBA Department Head, Worcester Public Schools
Dr. Jean Lindquist-Grady, Clinical Director, CMC
Jessica Pitsillides, Program Director, Hartwell Learning Center
Michael Kelly, Program Director, Robert H. Goddard Academy
Daniel Martin, Pd.D., LABA, BCBA-D, May Institute
Robert Putnam, Ph.D., LABA, BCBA-D, May Institute

Superintendent Binienda called the meeting to order at 8:52 a.m.

- 1. Approval of the March 1, 2019 Finance Committee meeting minutes (voting item)**
Approval of the March 1, 2019 Board of Directors meeting minutes (voting item)
Superintendent Goguen made a MOTION to approve the March 1, 2019, Finance Committee meeting minutes.

Superintendent Binienda seconds the MOTION.

Superintendent Goguen made a MOTION to approve the March 1, 2019, Board of Directors

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meeting minutes.

Superintendent Binienda seconds the MOTION.

Ms. Gaines asked for clarification on page 2 of the minutes and if the board voted to approve an additional Instructional Assistant for the THRIVE Program, the minutes do not indicate who made the MOTION and who SECONDED the MOTION.

Superintendent Goguen made a MOTION to amend the minutes to included the MOTION and SECOND on the approval of an additional Instructional Assistant for the THRIVE Program.

Superintendent Binienda seconds the MOTION to amend the March 1, 2019 Board of Directors meeting minutes.

Superintendent Gogues made a MOTION to approve March 1, 2019, Board of Directors meeting minutes as amended.

Superintendent Binienda seconds the MOTION.

2. Director of Finance & Operations Reports

a. FY19 Projected year-end balance

Mrs. Tefft summarized revenues and expenses for the time period as of March 18, 2019.

In analyzing the income in these reports with a run date of March 18, 2019, reflects CMC having 44 out of district students As of March 27, 2019, CMC now has 47 students out of district students. CMC has been accepting several 45 days students and the revenue of those students are reflected in these numbers.

In reviewing FY19's expenses, Mrs. Tefft stated that the New Bond Street 2019 Real Estate Tax Bill increased significantly more than CMC was anticipating. The new assessed value for New Bond Street increased \$5 million. New Bond Street's landlord reconciled this tax increase and assessed the Collaborative an additional \$72,000 for last year. Mrs. Tefft adjusted the FY20 budget to reflect said increase. Mrs. Tefft further emphasized that with the current budget freeze, a 2% decrease in health insurance premiums and staff attrition, the Collaborative has saved close to \$1.0 million of its FY19 budget. .

A loss of \$200,000 is projected for FY19 with a projected fund balance of \$1,577,946 at June 30, 2019. With the FY20 budgeted use of surplus of \$395,667 for the Recovery High School, CMC would have a projected fund balance of \$1,182,279 for the start of FY20.

b. FY19 Balance Sheet @ 03.18.19

Mrs. Tefft presented the FY19 balance sheet as of 03.18.19 and a comparative balance sheet to the FY18.

c. Warrants

Mrs. Tefft provided the January 4, 2019 warrant 1819-14, January 8, 2019 warrant number 1819-15, February 1, 2019 warrant number 1819-16, and February 15, 2019 warrant number 1819-17 for board signature.

3. Dr. Dan Martin, May Institute presentation Consultative Summary Findings (THRIVE and HLC)

Ms. Seale introduced Dr. Martin and recapped that the consultation services were requested to look at efficiencies of programs and continuum of services for the students coming into the collaborative and make recommendations for staffing therapeutic needs and programs. Mr. Tempesta, Kathleen Baris, Lisa Edmonson, Dr. Martin, and Ms. Seale participated in planning meetings and an initial evaluation of the THRIVE and Hartwell Learning Center.

Dr. Daniel Martin, Pd.D., LABA, BCBA-D, May InstituteMay Institute, presented the Consultation Summary to the Board. A copy of the presentation is available at <https://www.cmasscollaborative.org/Page/95>.

4. Executive Director Report

- Discussion of CMC Collaborative Agreement and Budgeting formula based on DESE budget meeting on Wednesday, March 27, 2019.

Mr. Tempesta reviewed the program costs, the agreement will have the founding members, then a volume discount (30 students or more), and then the non-member rates. The committee discussed the time table for the collaborative agreement.

Superintendent Goguen asked for clarity on the collaborative agreement?

Mr. Tempesta advised that he has submitted all suggested changes to the DESE for approval.

Ms. Gaines and Ms. Hersch confirmed that the agreement with suggested changes was received last week, the process takes a couple of weeks to review, will be vetted by the DESE attorney and commissioner, CMC should have feedback within the next couple of weeks. The deadline for this year is April 30, 2019.

If this agreement is not completed this year it could go to April 30, 2020, the board can vote to add Oxford, differed membership, everything would stay status quo, CMC would have another year to resolve per pupil rates.

Superintendent Goguen clarified that Webster School District needs to bring the approved updated agreement to their School board, to reverse their decisions to withdraw, and if there is no agreement, it would differ to April 30, 2020.

- Discussion of FY20 Budget reductions per Board and consultant recommendations
Ms. Seale and Dr. Martin informed the board that the Comprehensive Summary has not addressed any budget recommendations. Their intent was solely for efficiencies and

continuum of student services.

Mr. Tempesta presented the board with a summary of recommended reductions, per the boards directive.

Superintendent Goguen stated that the board has been very clear on the high cost of administrators at 14 New Bond Street, these recommendations have minimal impact statements.

Superintendent Binienda stated that CMC needs to increase student tuitions.

Superintendent Goguen agrees that everyone wants what is best for our students. The task was to make recommendations while looking at the top administration and look for efficiencies in the programs.

Superintendent Binienda affirmed that the Recovery High School Advisory Board meeting has been rescheduled for April 9, 2019, at 4:00 pm at RHS. Superintendent is also meeting with the city manager today at 2:00 p.m. will discuss the tax increase at the New Bond location.

Mr. Tempesta addressed the idea of Recovery High School moving into a section of Central MA Academy, this would provide the RHS students access to a gym, and there would be two administrators in one building. CMC needs to capture tuitions, which will close the million dollar gap.

Superintendent Goguen asks that Mr. Tempesta meets with the administration team, take a holistic approach, review the salary scales, expenses, while maintaining safety, operate with what is needed to allow the programs to continue.

Superintendent Goguen reminded Mr. Tempesta that the last four Independent Audits, have specified the lack of staff in the central office, impacting technology, the Business Office, Human Resources.

Superintendent Goguan made a MOTION for Mr. Temptesa to meet with staff and have conversations and come back to the board with a proposal outlining how you will re-organize existing staff to reduce the budget by a million dollars.

Mr. Allen proposed to include vacant positions, budget in attrition, which is a comfortable number.

Mr. Tempesta requested approval to hire a teacher for the THRIVE Program, the program has two out of district tuitions. HLC has to shift an Instructional Assistant per IEP.

Superintendent Goguen made a MOTION to approve one Teacher and one Instructional Assistant for the THRIVE Program.

Superintendent Binienda seconds the MOTION.

Superintendent Goguen stated that CMC is not attracting new students.

Mr. Tempesta does not agree with that statement.

- Acceptance of Donations (voting item)

Superintendent Goguen made a MOTION for the board to accept the following donations:

Donor	Teacher, Program, Purpose	Amount/Value
1. DonorsChoose	Ms. Murphy, THRIVE, "Learning Leisure Tools"	\$388.73
Board Vote: Accept <input checked="" type="checkbox"/> Decline <input type="checkbox"/> Abstain <input type="checkbox"/> Item Tabled <input type="checkbox"/>		
2. DonorsChoose	Ms. Berry, HLC, "Physically Engage Your Brain in Your Learnings!"	\$297.57
Board Vote: Accept <input checked="" type="checkbox"/> Decline <input type="checkbox"/> Abstain <input type="checkbox"/> Item Tabled <input type="checkbox"/>		
3. DonorsChoose	Ms. Berry, HLC, "Coping Tools and Fidget Items"	\$135.00
Board Vote: Accept <input checked="" type="checkbox"/> Decline <input type="checkbox"/> Abstain <input type="checkbox"/> Item Tabled <input type="checkbox"/>		
4. DonorsChoose	Mr. Storey, CMSEC, "Give a Kid a Ball!"	\$452.10
Board Vote: Accept <input checked="" type="checkbox"/> Decline <input type="checkbox"/> Abstain <input type="checkbox"/> Item Tabled <input type="checkbox"/>		

Superintendent Binienda seconds the MOTION.

5. Member Requests / New Business

The next monthly board meeting will be held on Thursday, April 25, at 10:30 a.m., at CMC, 14 New Bond Street, Worcester, MA.

6. Adjournment

Superintendent Goguen made a MOTION to adjourn.
Superintendent Binienda seconds the MOTION.

The meeting adjourned at 11:50 a.m.

Respectfully submitted,
Joanna Bilotta

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