



Central Massachusetts Collaborative
Board of Directors, Finance Subcommittee Meeting
Friday, January 25, 2019, at 9:00 a.m.
CMC, Conference Room 1021
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 Collaborative
Beverly Tefft, Director of Finance, CMC Collaborative
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
Evelyn Marrone, Woodward Day School Rockdale

The meeting was called to order at 9:22 a.m.

Mrs. Tefft presented the board with CMC's per-pupil cost per program based on enrollment as of Jan 9, 2019, and the per-pupil cost per program based on each program capacity.

Mrs. Tefft explained the next set of numbers in purple are Worcester Public Schools assessment and per-pupil cost per program based on enrollments as of January 9, 2019. Mrs. Tefft pointed out the last set of numbers on projected enrollments as of June 1, 2019, were provided by Mrs. Seale. The last two red lines are enrollment projections for June 1, 2019, with the increase of Worcester students.

Mr. Allen recommended having Worcester Public Schools and the Webster Public Schools pay the same per-pupil cost, using Central MA Academy as the example of \$ 25,719, then double that for all other members.

Superintendent Goguen verified that the capacity is 10-12 per room at Central MA Academy.

Mr. Allen stated that if there is excess capacity in the programs, Worcester should send the students or attract out of district tuitions. Look at the students in the pipeline to come to CMC and reserve those seats and market the remaining seats to other area school districts.

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Mrs. Tefft stated that CMC is approximately \$900K or 14 tuitions short for FY19.

Superintendent Binienda spoke to a grant that Worcester Public Schools has applied for that will be located in the Sullivan School.

Superintendent Binienda recapped that the future Director of WDS is required to be a Worcester Public Schools employee and will assume all management duties of the WDS Program, but all other non-union staff will be hired as employees of the collaborative. Superintendent Binienda will use the collaborative to operate the WDS with the FY20 budget of \$3,505,962.00 and recommended naming Evelyn Marrone as WDS Director in FY20 as she has experience. All other districts are able to utilize the WDS Program and any revenue profit goes to the Worcester Public Schools.

Mrs. Seale suggested researching Hartwell Learning Center shifting to a K-8 school. Currently, the only middle school option for CMC parents is Central MA Prep.

Superintendent Goguen questioned the number of Program Directors and Assistant Program Directors that are currently on staff at the New Bond site.

CMC has one executive director, four program directors, and four assistant program directors at the 14 New Bond facility.

Superintendent Goguen is concerned with the high cost of program and assistant program directors at the New Bond location for the approximately 294 students. Superintendent Goguen would like to identify the annual cost for the directors' salaries.

Mrs. Tefft advised \$778,587 is the cost the New Bond program directors and assistant directors.

Superintendent Goguen requires justification for spending \$778,587 for administrators for 294 students and requested that she be provided the Student Discipline Data for the existing programs at 14 New Bond Street only.

Mrs. Seale stated when trying to refer students to CMC, the professional development half day every Thursday is challenging for some parents' schedules.

The subcommittee recommends sending a letter home to parents exploring the concept of suspending the professional development half day on Thursdays and retain the students for a full day of school on Thursdays.

The subcommittee requested that Mr. Tempesta send a letter home to gather parent feedback on the concept of suspending the Thursday half day.

Superintendent Goguen requested copies of the Thursday professional development agendas for last year and the remainder of this year.

Superintendent Goguen stated the collaborative has a lack of tuitions. Having to use the surplus fund for Recovery High School in the amount of \$353,000; CMC is approximately 1 million or 14 tuitions short

for FY19. Why is CMC not marketing the most expensive program?

Mr. Tempesta stated that the THRIVE director has attended conferences and has successfully marketed the program through these contacts as well as the ones she has created through the Assumption College agreement.

Mrs. Seale stated that Worcester Public Schools has a contract with the May Institute; she could ask Dan Martin to help with completing the program reviews.

Superintendent Goguen stated that CMC needs to fix the programmatic concerns at the collaborate and increase tuition rates.

Superintendent Goguen requested that at the next meeting Mr. Tempesta provide the subcommittee with the following:

- Attendance records for staff and students on Thursdays for last year and this year
- Student Discipline data for all programs at 14 New Bond Street
- Thursday Professional Development agendas for last year and this year
- An analysis of the instructional assistants by programs
- Ms. Seale, Ms. Baris, Mr. Tempesta, and Mr. Martin to complete program audits
- Clinical Overhead
- FY20 FTE's Projections
- Salaries by each program

Mr. Tempesta provided copies of the updated collaborative agreement; the subcommittee tabled the discussion until the next meeting.

Mrs. Tefft requested an allocation of \$500.00 per program for supplies through the end of the school year.

Superintendent Goguen made a MOTION to approve the allocation of an amount not to exceed \$500.00 for each program to order supplies.

Mr. Tempesta requested an amount not to exceed \$5,000 for CMC brochures for marketing.

Superintendent Binienda recommended using Worcester Tech for the brochures instead of CMC using The Marketing Studio, the current brochure vendor, as the students do an outstanding job.

The next subcommittee meeting will be held on Thursday, January 31, 2019, at 11:00 am at CMC, 14 New Bond Street, Worcester, MA.

Adjournment

Superintendent Goguen made a MOTION to adjourn.

Superintendent Binienda seconds the MOTION.

The meeting adjourned at 11:32 a.m.

Respectfully submitted,
Joanna Bilotta