



**Central Massachusetts Collaborative  
Board of Directors Meeting  
Thursday, May 2, 2019, at 8:30 a.m.  
14 New Bond Street, Worcester, MA 01606**

*Meeting Minutes*

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

Also Present: Michael Tempesta, Executive Director, CMC  
Beverly Tefft, Director of Finance, CMC  
Joseph Meichelbeck, Treasurer, CMC  
Monique Pierangeli, Business Manager, Webster Public Schools  
Kathleen Baris, Director of Student Support Services, Webster Public Schools  
Dr. Elizabeth Zielinski, Ed.D., Superintendent, Oxford Public Schools  
Dr. Jean Lindquist-Grady, Clinical Director, CMC  
Jessica Pitsillides, Program Director, Hartwell Learning Center  
Ann Ortiz, Program Director, Central MA Academy  
Elizabeth Pinzino, Program Director, THRIVE  
Michael Kelly, Program Director, Robert H. Goddard Academy

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

**1. Approval of the March 13, 2019 Board of Directors meeting minutes (voting item)  
Approval of the March 28, 2019 Board of Directors meeting minutes (voting item)**

Superintendent Goguen made a MOTION to approve the March 13, 2019, Board of Directors meeting minutes.

Superintendent Binienda seconds the MOTION.

Superintendent Goguen made a MOTION to approve the March 28, 2019, Board of Directors meeting minutes.

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 31, 2019.

Non-member tuition revenue under budget by \$709k. CMC now has 52 students out of district students.

A loss of \$200,000 is projected for FY19 with a projected fund balance of \$1,577,946 on June 30, 2019. With the FY20 budgeted use of the surplus of \$230,176 for the Recovery High School, CMC would have a projected fund balance of \$1,347,700 for the start of FY20.

b. FY19 Balance Sheet @ 03.18.19

Mrs. Tefft presented the FY19 balance sheet as of 03.31.19 and a comparative the balance sheet to FY18.

c. Warrants

Mrs. Tefft submitted account payable warrants: March 1, 2019 warrant 1819-18, March 15, 2019 warrant number 1819-19, and March 29, 2019 warrant number 1819-20 for board signature.

Mrs. Tefft is requesting the board approve engaging the audit firm of Fritz Degulielmo LLC, Located Newburyport, MA for CMC's FY19 yearly audit and completing the Uniform Financial Report (UFR) filing.

Superintendent Binienda recommends obtaining a three-year contract with Fritz Degulielmo LLC.

Superintendent Binienda made a MOTION to authorize Executive Director, M. Tempesta to enter into a three-year contract agreement with the audit firm of Fritz DeGulielmo LLC, effective 07-01-2019 through 06-30-2022 for the purposes of providing a yearly audit and completing the Uniform Financial Report filing each year on behalf of Central Massachusetts Collaborative.

Superintendent Goguen seconds the MOTION.

### 3. Executive Director Report

- Update/Discussion of CMC Collaborative Agreement and Budgeting formulas.  
Mr. Tempesta informed the board he had spoken with Ms. Gaines and Ms. Hersh, DESE, and they are still working with Mr. Sullivan and Ms. Lynch, DESE, District & School Finance, on preparing feedback for the CMC budgeting process and funding formula, a component of the CMC Collaborative Agreement, awaiting approval from DESE.

Mr. Tempesta advised that the non-member tuitions rates have been approved by the board, a vote needs to be taken on the member tuition rates. Mrs. Tefft provided the board with the FY20 Tiered Member Tuition Rate Schedule effective April 25, 2019.

Superintendent Goguen made a MOTION to approve the attached Central MA Collaborative FY20 Tiered Tuitions Rates, which includes: Founding Members, Members, Non-Member, and Summer School Rates.

Superintendent Binienda seconded the MOTION.

- Discussion of FY20 Budget:

14 New Bond Street, Worcester MA 01606  
Phone: 508-538-9100 Fax: 508-854-1689  
[www.cmasscollaborative.org](http://www.cmasscollaborative.org)

Mr. Tempesta presented the board with a list of recommended reductions provided by the CMC Program Leaders as well as by the Executive Director. The custodial and cafeteria vocational programs were suggested to be eliminated in FY20 by the Program leaders.

Superintendent Goguen charged the administration to go back and reconsider the loss of the vocational programs and what the impact on the students would be. Dr. Goguen suggested looking at other areas that are not as negatively impactful to students, such as reviewing program structures, contracted services within the collaborative versus services for students.

Superintendent Binienda spoke of adding a technical vocational programs such as teaching the students how to fix computers, programs, etc., the collaborative high schools need vocational programs that are staffed properly.

Mr. Kelly stated that he supports the idea of not funding the computer position or culinary in order to preserve the second Assistant Director position at RGA. The board asked for clarification how many Assistant Directors are currently staffed at RGA. Mr. Tempesta explained that the second Assistant Director position morphed from a teaching position in RGA after the FY19 budget was set.

The board had more discussion on merging programs, talent and benefits of staff positions, and various headcount/staffing options that each program leader had discussed.

Superintendent Binienda stated that the assistant directors are trained and talented people and if there is a reduction, CMC may re-assign staff to other available openings. Superintendent Goguen asked that we maximize efficiencies, conduct effective program reviews and reorganize CMC.

The board suggested that the students need hands-on educational opportunities, and to continue to create quality vocational programs so that the vocational training program can continue to be a marketing tool.

Mrs. Tefft asked if the board could clarify what the board's vision is with this re-organization and where the specific reductions should be.

Superintendent Goguen advised reviewing the organizational structures as far out from the student classroom as you can. All operational costs should come first, as well as New Bond Street administrative costs.

Ms. Seale spoke to the need for comprehensive program evaluations throughout CMC with specific strategic areas that are needed for all programs. Program Directors need to think outside the box, as currently the programs are still working in silos and there is a need to embrace possibilities rather than just historical practices.

Ms. Seale complemented the work of the directors and parent's placement at Hartwell. Mr. Tempesta had a great vision to create these new facilities and student programming opportunities and CMC needs to continue to market and attract other districts.

- 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. Theater District Productions, Inc.<br>Worcester Recovers-Client Fund  | Rockdale Recovery High School | \$1,702.50   |
| <b>Board Vote:</b> Accept <input checked="" type="checkbox"/> Decline <input type="checkbox"/> Abstain <input type="checkbox"/> Item Tabled <input type="checkbox"/> |                               |              |
|  |                               |              |

Superintendent Binienda seconds the MOTION.

**4. Member Requests / New Business**

The next finance subcommittee meeting will be held on Tuesday, May 21, 2019, at 8:30 a.m., at CMC, 14 New Bond Street, Worcester, MA 01606

The next monthly board meeting will be held on Thursday, May 23, 2019, at 11:00 a.m., at CMC, 14 New Bond Street, Worcester, MA.

**5. Executive Session**

Superintendent Goguen made a MOTION to convene in executive session pursuant to Massachusetts General Laws chapter 30A, section 21(a) (5) to investigate charges of criminal misconduct or to discuss the filing of criminal complaints, and will not reconvene in Open Session.

The committee will now be meeting in executive session pursuant to MGL chapter 30A, section 21(a) (5) to investigate charges of criminal misconduct or to discuss the filing of criminal complaints, and will not reconvene in Open Session.

Superintendent Binienda seconds the MOTION.

A roll call vote was taken: Superintendent Goguen yes, Superintendent Binienda yes.

**6. Adjournment**

Superintendent Goguen made a MOTION to adjourn.

Superintendent Binienda seconds the MOTION.

The meeting adjourned at 10:52 a.m.

Respectfully submitted,  
Joanna Bilotta